



AYLSHAM TOWN COUNCIL

email: townclerk@aylsham-tc.gov.uk

website: www.aylsham-tc.gov.uk

NOTICE OF MEETING & SUMMONS TO ATTEND

THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL TO BE HELD IN THE COUNCIL CHAMBER, AYLSHAM TOWN HALL, ON THURSDAY 10 NOVEMBER at 7.00pm

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive and accept Apologies for Absence as previously notified to the Assistant Town Clerk

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for Dispensations

3. MINUTES

To receive, confirm and sign Minutes of the Town Council Meeting held on 13 October 2016*

4. INFORMATION ON MATTERS ARISING

To receive information on any Matter Arising from the Minutes not listed elsewhere on the Agenda

5. MATTERS REFERRED FROM PREVIOUS MEETING

- a) An update from Broadland re Clarkes*
- b) St Michaels Open Space

6. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS

- a) To receive written and/or verbal Reports from Representatives

7. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

Application no. & Address	Town Council Comment	Broadland DC Decision
20161344 Aylsham Water Mill, Mill Row	Support by majority vote	Listed Building Approval; 19.10.16
20161479 Burgh Road Services, Burgh Road,	Support	Approved 18.10.16
20161452 The Candle House, 25 Red Lion Street, Aylsham	Support	Listed Building Approval; 19.10.16
20161504 21 Oakfield Road, Aylsham	Support	Approved 28.10.16
20161571 12 Hungate Street Aylsham	Support	Approved 18.10.16

b) APPLICATIONS FOR CONSIDERATION

20161819 Oak Lodge, Cawston Road, Aylsham
Single Storey Side Extension

20161837 17 Morton Road, Aylsham
Extension to side of property

20161813 Old Police Station, Gas House Hill, Aylsham
9 Dwellings

c) NEIGHBOURHOOD PLAN

- i) To receive and adopt the Notes of the Neighbourhood Plan Meeting 26.10.16*
- ii) To adopt redrafted Visions and Objectives*
- iii) To receive details of Neighbourhood Plan newsletter

9. FINANCE

- a) To receive a verbal report on the Internal Audit (7/8 November)
- b) To agree a date for the meeting of the Effectiveness of Internal Control Group

10. BUDGET 2017/18

To consider the first draft of the Budget for 2017/18*

- 11. TOWN CLERK'S REPORT**
To receive and adopt the Town Clerk's Monthly Report*
- 12. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
- 13. TO ANSWER QUESTIONS FROM COUNCILLORS**
Clarification required regarding Public Parking. Bure Valley Railway – Annette Overton.
- 14. ALLOTMENTS**
 - a) To receive an update on allotment sites
- 15. TO CONSIDER CITTASLOW MATTERS**
 - a) To receive and adopt the Minutes of the Cittàslow Aylsham Committee Meeting held on 20th October 2016*
- 16. TO CONSIDER EVENTS MATTERS**
 - a) To receive and adopt the Minutes of the Events Committee Meeting held on 27th October 2016*
- 17. DRILL HALL**
 - a) To receive an update
- 18. HIGHWAY ISSUES**
 - a) To note application made to Parish Partnership Scheme re church footpaths
 - b) To consider further Parish Partnership projects
 - c) To receive update on verge along Henry Page Road*
- 19. LICENSING**
To receive a verbal Report from Mrs Overton on any changes to Licensing Requirements
- 20. RECREATION GROUND**
To receive any update
- 21. TO RECEIVE CORRESPONDENCE & AGREE ACTION/RESPONSE AS APPROPRIATE**
 - a) Information received from Norfolk ALC
 - b) Christmas Decorations Community Committee 26th September 2016*
- 22. REMEMBRANCE SUNDAY 2016**
To nominate representative to lay the Council wreath on November 13th.

23. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

To note any items of Information or for referral to a future Agenda

24. DATE OF NEXT MEETING

To confirm the date of the next Meeting as **Thursday 8 December 2016 at 7.00pm**
Aylsham Town Hall

Sue Lake

Mrs. S Lake
Aylsham Town Clerk

3rd November 2016

**attached*

NOTES

This Meeting is open to the Public and the Press. Copies of this Agenda and the Draft Minutes referred to above are available from the Council Office, or for study in Aylsham Library, Hungate Street. They may also be downloaded from the Town Council's website at www.aylsham-tc.gov.uk (go to Agenda and Minutes page). Copies of the signed Minutes of the Town Council Meeting held on 13 October 2016 will be available from the Council Office from 11 November 2016.

All documents referred to in this agenda as "attached" are supplied to Town Councillors only. Copies are available (unless marked confidential) at the Council Offices during public opening hours.

Planning Applications listed above are those in the office at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed in the Council office during public opening hours, also at the meeting venue from 6.30p.m. on the date of the meeting. Alternatively, to view on line please go to www.broadland.gov.uk and follow the links through to planning.

