



# Minutes of the **Aylsham Climate Emergency Group Meeting held on 1<sup>st</sup> June 2026**



## Present:

Grizelda Tyler (Chair)  
Bryce Davies  
Jenny Haycocks

Sue Catchpole  
Heather Davies-Walters  
Corrinne Houlden

Kevin Cunnane  
Michael Goodwin  
Hilary Lucier

**Also Present:** Faye LeBon (Town Clerk).

### 1. To Receive Apologies for Absence

Apologies were received from Catherine Fletcher, Kay Montandon and Yvonne Stewart.

### 2. To Receive Declarations of Interest and Requests for Dispensation

None received.

### 3. To Agree the Minutes of the 11<sup>th</sup> May 2026

The minutes of the meeting held on 11<sup>th</sup> May 2026 were **agreed** as a true record of the business conducted.

### 4. To Note Matters Arising from the Minutes, not Included on the Agenda

None raised.

### 5. Existing Projects.

#### a) To receive update on projects for Green Infrastructure funding

It was confirmed that £5,000 had been received for the Nature Trail project. The projects for Swift Streets, the low hedging on Mileham Drive, Improvement of Old Station Yard and other areas to benefit nature and the wildflower creation areas are part of a different fund and will be paid on receipt of invoice. Invoices made out to Aylsham Town Council should be sent to The Clerk.

#### b) To Receive Update on PEB Film Screening

The PEB film screening is on Saturday 4<sup>th</sup> July. Discussions occurred about reaching different sectors of the local population that wouldn't normally attend the ACE film screenings. It was suggested that all ACE members should try to personally invite someone that they know, but who wouldn't normally attend. Approaching different sectors, such as sports clubs, community organisations and schools were discussed (although it was noted that the film is rated as 16+ due to its hard hitting nature). Jenny has already reached out to the church.

It was also noted how important it was to have information ready about the next steps. This could include:

- Details of someone to talk to, due to the hard hitting nature of the film.

- Information on volunteering (eg: Eves Hill / Community Shed)
- An information board on what ACE is doing
- A data collection point to collect contact information of people who would like to know more.
- A display board of '7 Top Tips'
- Details of the local PEB WhatsApp group
- A follow up 'People's Assembly' of how to respond.

It was agreed that someone should be on the door to welcome people to the event, as it was important to let people know that they are not alone. It was also important to understand that people lead busy lives, and in some cases, they may be time limited to what they can do after the event.

Jenny, Grizelda, Anna and Yvonne will take these ideas and discuss further.

The Clerk will add 'Follow up to PEB' to the next ACE agenda.

Promotion of the event was discussed. Posters are being put up and there will be a campaign on social media. The event is listed on the PEB website. Jenny will send the details to the Clerk for inclusion on the Visit Aylsham website. It would also be useful to do promotion at the mangling session at the Saturday Food and Craft market. The Clerk is to arrange for some leaflets to be handed out.

**c) To Receive Update on Pen and Dental Recycling**

This project is now up and running. A table has been donated to allow for ease of sorting blister packs, dental products and stationery on a Friday morning.

**d) To receive update on 'Library of Things' Project**

Michael was to feed back to Broadland Council the possible location for this pilot project. The Clerk is taking the project to full council on Wednesday and will feed back the council's support to Michael.

**e) To receive update on Gardens for Wildlife competition**

It was reported that the competition is now live. The project requires more publicity.

**f) To agree actions for other planned events**

Bryce and Heather will volunteer for the Family Learning Day on 20<sup>th</sup> June, but more help is required. The Clerk will check that the 'hook-a-duck' is in the basement.

Ideas can be collected from the children on environmental matters, and these can be displayed at the PEB film.

**6. To Receive Lidl Planning Application and Agree Response to Aylsham Town Council**

It was noted that Lidl had submitted its formal planning application for land south of Henry Page Road. ACE can submit a group response to the Town Council ready for their planning meeting on 11<sup>th</sup> June, however personal responses direct to Broadland Council were encouraged. The plans can be found on Broadland Council's website under reference 2026/0911.

The Clerk will send the applications to the ACE group to raise awareness.

**7. To Consider Construction of a Volunteer Rota**

This would be mainly for the covering of the blister pack collections on a Friday, however, could also be used for the film nights and other events. The Town Council has recently changed IT services to Microsoft 365 and so could now use Microsoft Forms. These could be used to collect volunteer availability.

## 8. To Receive Group Updates, not elsewhere covered in the agenda

### ***Transport & Energy***

Sue reported that a car park survey had now been completed for the Buttlands. There had also been an increase in the number of complaints about vehicles parked on Cawston Road and Mill Road.

Grizelda reported that the work of the energy group would be more prominent in November.

## 9. Finance

### a) To receive updated ACE budget

The Clerk provided an update on the ACE budgets:

<b>ACE Earmarked Reserve</b>	<b>£5,591.58</b>
<b>ACE Events Reserve</b>	<b>£699.25</b>
<b>Projects – Green Trail Reserve</b>	<b>£4,565.35</b>
<b>Projects – Veolia / Allotment</b>	<b>£725.00</b>
Green Infrastructure s106 Projects agreed:	
Swift Streets	£1,913.00
Wildflower Creation Areas	£1,223.65
Improvements to OSY and other open spaces	£698.00
Low hedge planting at Mileham Drive	£2,096.06
<b>TOTAL</b>	<b>£5,930.71</b>

Income has not yet been received for these projects. Broadland District Council will pay on receipt of valid invoices.

The finance report was ***noted***.

## 10. Items for Future Agendas

Follow Up to PEB

Discussions occurred regarding:

- Concerns about the new administration at Norfolk County Council and the impact on net zero targets.
- Community Energy Trusts.
- Biodiversity audits.
- Solar panels on the Town Hall roof

Project proposals were requested.

**11. To Agree the Date of the Next Meeting as Monday 6<sup>th</sup> July at 7pm**  
This was *agreed*

There being no further business the meeting was closed at 8.05pm.

Signed \_\_\_\_\_

Date \_\_\_\_\_

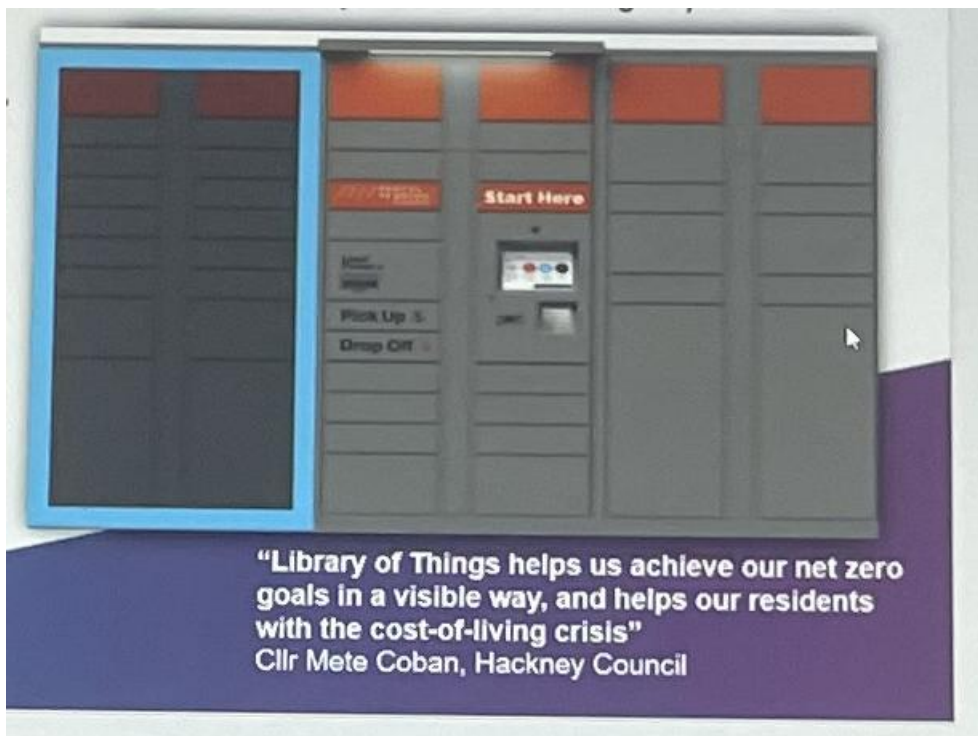
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# Library of Things

Update for ACE meeting 6<sup>th</sup> July 2026

Feedback has been provided to Broadland Council about Aylsham's desire to be involved in a pilot of the Library of Things Scheme.

The scheme involves Broadland Council working with Quadiant, a provider of parcel lockers, to provide a parcel locker collection point which would be multi use. Part of the locker system would be dedicated to local parcel drop off / collection and part would be dedicated to a Library of Things.



Common 'Things' to be found in the library are:

- Power tools (eg: drills / sanders)
- Cleaning items (eg: pressure washers)
- Hobbies (eg: sewing machines / tents)
- Cookery (eg: ice cream makers / pasta makers)

'Things' can be custom to the area (eg: Aylsham may not need a carpet cleaner due to a service already provided for this in the town).

All items are of a high quality, as the scheme is designed to reduce the need to purchase low quality items for one off projects, which are later disposed of.

There is a small charge for hire and all users of registered with the system and 'things' are tracked for maintenance purposes / potential damage.

The Library of Things team will check the items and maintain them. The cost for this is borne by Broadland Council, however the cost is much reduced by the agreement with Quadient.

### **Next Steps**

Quadient will review potential places for a locker. These will include Burgh Road and Buttlands Car parks and also the Town Hall. The lockers require an electric source, and the heritage value of the Town Hall and market place has been raised (although The Loke may be an option).

We will be advised when these surveys are to take place.

<https://www.libraryofthings.co.uk/>



## ACE FINANCIAL REPORT (to 30<sup>th</sup> June 2026)

There was no revenue budget from the precept allocated for 2026/2027. The ACE underspend from 2025/2026 was transferred to earmarked reserves for use by ACE

### **ACE Earmarked reserves:**

Existing Earmarked reserves balance	£909.00
Underspend from 2026/2027	£4,710.85
<b>TOTAL General Budget</b>	<b>£5,619.85</b>

### Income 01/04/26 to date:

16/04 Blister Pack Donations	£34.42
15/05 Blister Pack Donations	£110.08
29/05 Blister Pack Donations	£3.30

### Expenditure 01/04/26 to date:

Starlings Transport (blister packs) 09/04	-£61.22
2no. Eco plastic charity collection boxes	-£21.97
100no. tamper proof ties	-£9.50
Starlings Transport (blister packs) 27/05	-£68.26
Hoops for recycling table	-£23.75

<b>Balance of General ACE Earmarked Reserves</b>	<b>£5,582.95</b>
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### **Earmarked Reserves (ACE Events):**

Opening Balance 01/04/26	£669.25
Income (PowerStation)	£70.83
Income (PowerStation)	£87.50
Expenditure (PowerStation)	-£175.00
<b>Balance of ACE Events</b>	<b>£652.58</b>

**Projects**

**Green Infrastructure Grant (Nature Trail)**

Grant Income £5,000.00

Expenditure

S&M Supplies (Comm Shed ) -£227.55

S&M Supplies (Comm Shed) -207.10

**Balance £4,565.35**

**Veolia (allotment project)**

Grant Income £725.00

(Orders being placed this week)

**Green Infrastructure s106**

Projects agreed:

Swift Streets £1,913.00

Wildflower Creation Areas £1,223.65

Improvements to OSY and other open spaces £698.00

Low hedge planting at Mileham Drive £2,096.06

TOTAL £5,930.71

Income has not yet been received for these projects. Broadland District Council will pay on receipt of valid invoices.