



**I HEREBY GIVE NOTICE OF A MEETING OF AYLSHAM TOWN
COUNCIL AND SUMMONS ALL MEMBERS TO ATTEND. THE
MEETING WILL BE HELD IN THE TOWN HALL ON
WEDNESDAY 2nd July 2025 at 7.00 pm**

Faye LeBon

(Town Clerk)

Thursday, 26th June 2025

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. TO RECEIVE APOLOGIES FOR ABSENCE.

To note Apologies for Absence as previously notified to the 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. TO AGREE THE MINUTES OF THE PREVIOUS MEETING OF THE TOWN COUNCIL (1-8).

To receive and confirm the minutes of the Town Council meeting held on 6th June 2025.

4. INFORMATION ON MATTERS ARISING FROM PREVIOUS MEETING.

For exchange of information only.

5. CASUAL VACANCIES

- a) To receive update on request for election
- b) To consider application(s) for Co-option

6. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS.

To receive written and/or verbal Reports from Representatives. Maximum of 3 minutes per report.

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

8. TO CONSIDER CORRESPONDENCE REGARDING THE ARMED FORCES COVENANT (9-14)

9. COMMITTEE GOVERNANCE

- a) To Review Terms of Reference for the following:
 - i) Cittaslow Committee
 - ii) Events Committee (18)

- b) To receive report on meeting on 30th June with organisers of Christmas Lights and appoint Town Councillors to the committee

10. TO RECEIVE TOWN CLERK'S REPORT (19-20)

11. CAPITAL PROJECTS. (21)

To note any updates on Capital or Community Infrastructure Levy (CIL) projects including new proposals.

12. TO RECEIVE REPORT ON SLCC ANNUAL CONFERENCE ON 20TH JUNE (22-27)

13. NEIGHBOURHOOD PLAN (28-29)

To receive report on Neighbourhood Plan funding and consider options.

14. HIGHWAYS (30-37)

- a) To receive update on Community Speed Watch and SAM2 Locations
- b) To receive update for additional / improved bus shelters
- c) To consider projects under parish partnership scheme (2026/2027)
- d) To receive update on Transport Hub project
- e) To review proposed bus stops on Cawston Road

15. FINANCE

- a) To receive the bank reconciliation to 25th June 2025 (38)
- b) To receive the summary of payments and receipts against budget (39)
- c) To agree the detailed payments 28th May to 25th June 2025 (40-45)
- d) To agree the detailed receipts from 28th May to 25th June 2025 (46-49)
- e) To note the schedule of reserves (50)
- f) To consider grant request from North Norfolk Community Transport(51-53)

16. COMMITTEE REPORTS

a) AYLSHAM CLIMATE EMERGENCY (54-56)

- i) To receive Minutes of the meeting of 2nd June and adopt recommendations made

b) CITTASLOW (57-76)

- i) To receive the Minutes of the committee meeting of 24th June
- ii) To agree free 'pop up' market stall for Friday Markets
- iii) To receive information on Market Towns Matter Project

c) PLANNING (77-81)

- i) To receive the Minutes of the committee meeting of 12th June

d) EVENTS (82-83)

- i) To receive the Minutes of the committee meeting of 18th June

17. TO CONSIDER WHOLE COUNCIL TRAINING (84)

18. TO CONSIDER PROPOSAL FOR REPLACEMENT VAN (85-86)

19. TO NOTE ITEMS FOR INFORMATION OR FUTURE AGENDA

To note any items of information only or for possible inclusion in a future agenda.

20. DATE OF NEXT MEETINGS

- a) To confirm the date of the next Meeting as *Wednesday 6th August 2025*.

21. CLOSURE OF MEETING TO THE PRESS AND PUBLIC

To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of item 22 in view of the confidential nature of the business to be transacted.

22. TO RECEIVE UPDATE ON COUNCIL UTILISED LAND