



# Minutes of the **Aylsham Climate Emergency** Group Meeting held on 7<sup>th</sup> July 2025.



## **Present:**

Grizelda Tyler (Chairman)  
Bryce Davies  
Shelley Hudson

Cheryl Bould  
Jenny Haycocks  
Yvonne Stewart

Sue Catchpole  
Kate MacKenzie  
Heather Walters

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

## **1. TO NOTE APOLOGIES FOR ABSENCE**

Apologies were noted from Lilie Ferrari, Lou Harlow, Corinne Houlden, Kay Montandon and Yvonne Stewart.

## **2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

None.

## **3. TO AGREE MINUTES OF THE MEETING OF 2<sup>ND</sup> JUNE**

The minutes of the meeting held on 2<sup>nd</sup> June 2025 were **agreed** as a true record of the business conducted at the meeting.

## **4. MATTERS ARISING FROM THE MINUTES (NOT INCLUDED ON THE AGENDA)**

The Clerk reminded the meeting about the Broadland Community awards and the associated nomination of ACE.

## **5. PROJECT WORK**

### *Nature and Biodiversity*

Kate reported that a species count had taken place. The verges will be cut followed by a raking day on 19<sup>th</sup> July.

The gardens project is progressing.

Further discussion took place about the possibility of including a leaflet in the welcome pack for people moving into new developments, but it was emphasised that developer approval must be received for this to happen.

It was thought that Norfolk Homes had agreed to solar panels and to swift bricks.

Hopkins Homes were not amenable to solar panels.

The Clerk will write to Phil Courtier on behalf of ACE to ask for him to explain nutrient neutrality, find out if it is sustainable, how does it benefit Aylsham and how it is monitored.

### *Waste*

Heather reported that 441kg of blister packs have been recycled. £1250 in public donations have been received to make the recycling sustainable. Heather will find out when the donations were paid in.

The need for the cost to the community to be emphasised for blister pack recycling was raised. Cheryl reported that Jerome Mayhew MP had been invited to attend the Community Fayre to see the blister pack recycling that ACE does and to talk about the cost, but unfortunately he did not attend. The Clerk will write to Mr Mayhew to ask for a meeting.

The Family Learning Day went really well and the hook-a-duck was well received. There was good feedback from GCSE students and this will be used in an article in Just Aylsham. It was noted that Bloom also attended the Family Learning Day and gave away over 90 marigolds.

Grizelda reported that RWE attended the Royal Norfolk Show and did a 'mini COP'. It was queried whether ACE should have one for secondary schools next year. Cheryl advised that there is a representative from the High School who sits on Cittaslow. Grizelda will speak with RWE and then look to take a project forwards.

#### *Comms*

The updating of the ACE website is to be placed on the next agenda.

The Clerk is to obtain an update from the Groundsman on the project for tree planting at the old station yard.

### **6. TO RECEIVE UPDATES FROM ALL GROUPS**

This was covered in item 5.

### **7. EVENTS**

Jenny had provided a list of feedback for ACE from attendees at the community fayre. The Clerk is to reach out to an attendee who wanted to use some of their land for the benefit of nature. Kate is happy for her details to be given to this person as an invite to a meeting of the Nature and Biodiversity group. There was also an attendee who lived with many species of wildlife in her garden. The Clerk will attempt to find the details of that person and invite them to talk further to the Nature and Biodiversity group.

Sue raised the services of Community Energy England, a not for profit group that helps in the start up of community energy projects. Grizelda will contact the organisation.

Cheryl advised that the community capacity team at Broadland District Council can look into grants for community projects.

It was noted that Norfolk County Council are providing grant funding of between £200 and £2500 for community projects.

It was agreed to create a list of projects for grant funding.

Shelly suggested a local beekeeper could do a talk as part of the Inspired Gardens event.

### **8. TO RECEIVE UPDATE ON ACE NOTICEBOARD**

The Heritage Officer was not keen on additional noticeboards being placed on the Town Hall, as it is a listed building. However there is an unused noticeboard to the rear of the

building which could be recycled by ACE. This was **agreed**. The community shed will be contacted to see if they can refurbish it, with the cost of materials to be placed as an agenda item for the Town Council.

Jenny offered to place quotes within the board and rotate them on a regular basis. Pat has previously provided guidance on ACE articles which Grizelda will circulate.

The Clerk will write up some guidance for use of the board which will be considered at the next meeting. The Clerk will also find out if there is a spare key available for the board.

#### **9. INFORMATION ON CLIMATE SUPPORT FROM BROADLAND COUNCIL**

The Clerk provided details on an initiative from Broadland Council to support community groups in their climate objectives. Workshops are hoped to start in September, and an expression of interest form had been sent out with options for workshops. It was **agreed** that the Town Council would complete the form separately as their projects are likely to differ from ACE.

Barriers to ACE projects included capacity for comms and volunteers. The difference between a campaign and a movement was discussed, as were the different types of volunteer roles.

For the next agenda, the group roles will be discussed and how volunteers can do something tangible to support the movement towards net zero.

#### **10. FINANCE**

##### **a) To receive update on ACE budget**

The Clerk provided an update on the ACE budget in both the earmarked reserves and the revenue budget. For future reports, the Clerk will add committed funds. A suggestion had been made about a collection for Thamra at the screening for Hungry for Change. Concerns were raised about the political implications implied about supporting a group in Palestine. Grizelda will speak with the organisers.

##### **b) To receive information on Veolia Sustainability Fund**

The information about this fund was circulated as part of the meeting pack. The Clerk will place this on the agenda for the next meeting to allow members to come up with ideas for funding.

#### **11. TO AGREE ARRANGEMENTS FOR THE AYLSHAM SHOW**

An agenda item will be placed on the next Town Council agenda for £100 funding for:

- More ducks for the hook a duck
- Bulbs and compostable pots
- ACE stickers

#### **12. TO AGREE ACE SOCIAL MEDIA POLICY**

A draft policy had been sent out with the meeting pack. It was **agreed** to adopt this subject to the following amendments:

- To remove references to inflammatory posts and posts which incite hatred.
- To add that posts may not be used with the language of judgement and criticism.

- To add that expletive language may not be used.

It was noted that ACE Comms has a Whatsapp Chat. Nominated group members will be invited to join the chat. Heather was nominated on behalf of the waste group.

This will be given a three month trial.

### **13. ITEMS FOR FUTURE DISCUSSION**

Updating of the ACE website

Veolia sustainability fund projects

Aylsham Show

Volunteer roles within the group

Broadland Council climate support – expressions of interest form.

Costings for refurbishing the noticeboard

Guidance for display in the noticeboard

### **14. DATE OF NEXT MEETING**

This was agreed as Monday 4<sup>th</sup> August commencing at 7pm.

There being no further business the meeting was closed at 9pm.



# ACE NOTICE BOARD GUIDANCE

## **SCOPE**

This guidance is to be used when using the notice board dedicated to ACE, located on the rear of the Town Hall.

## **PURPOSE**

ACE recognises the benefits of using a notice board for the purpose of dissemination of information and for community engagement. It also recognises the disadvantages of a notice board when not used correctly.

## **USEAGE OF THE NOTICE BOARD**

### *Keys*

The key to the notice board is held in the Aylsham Town Council offices. This key may be used for accessing the notice board during office hours

Monday - Thursday 9:30am-3:00pm

Friday 9:30am-12:30pm

If they key is required for any length of time, it must be signed out.

### *Content*

The notice board may be used for:

- Promotion of the work of the ACE group
- Promotion of ACE events
- Local events which share the same objectives as ACE.
- Stories about local people and their work to mitigate climate change
- Quotes from local people about climate change
- Methods to seek or share public opinion

The notice board may not be used for

- Displays for personal gain
- Subjects which risk brining ACE of Aylsham Town Council into disrepute

- Displays with defamatory Information
- Displays promoting any political party
- Displays with the language of judgement and criticism or expletive language
- Displays which are not in accordance with the Equalities Act 2010
- Displays which name local residents, unless express permission has been given.

#### *Displays Notice Board*

Adverts for events should be removed promptly after the event.

Information should be rotated on a regular basis

Care should be taken not to cover up important information on other posters. If necessary, the size of the poster should be reduced.

#### *Care of the Notice Board*

The board should be well maintained. If necessary an amount for maintenance should be budgeted for.

If any damage to the board is noticed, this should be reported at the earliest opportunity to the Town Council.

## ACE FINANCIAL REPORT AUGUST 2025

### Revenue Budget (1<sup>st</sup> April 2025 – 31<sup>st</sup> March 2026)

Budget Allocated	£5,000
Expenditure	
Expenses 6" of Soil	£130.91
Expenses 6" of Soil	£21.61
Aylsham Show (proposed)	£100.00
<b>BALANCE</b>	<b>£4,747.48</b>

### Earmarked Reserves (ACE Events)

Income (6" of Soil)	£621.00
Expenditure (Cornwall Climate Care)	£50.00
Expenditure (Hungry for Change)	£98.29
Proposed Expenditure (Films Nov 25 and Feb 26)	£100.00
<b>BALANCE</b>	<b>£372.71</b>

### Other Expenditure

Blister Packs (taken from Bottle Bank credits 25/26)	£725.00
--	---------

### Other Income

Blister Pack Donations (April)	£84.06
Blister Pack Donations (May)	£108.80
Blister Pack Donations (June)	£102.77
	<b>£295.63</b>



# Sustainability Fund



# Veolia's Sustainability Fund; transforming local communities and environments.

**Applications are open!**

If you have a project idea that will help transform your local community or environment continue reading to learn how to apply!

Since we launched the Sustainability Fund in 2021, we've supported over 425 incredible projects with over £300,000 in funding.

Now in its fifth year, the Sustainability Fund is expanding to include social projects alongside environmental initiatives. This broader focus now welcomes projects that strengthen the local community, including but not limited to: employment support programmes, rehabilitation projects, and youth development initiatives.

Previously successful projects that are delivering long-term social and environmental benefits to local communities include:

- **Haringey's Friends of Hartington Park and Carbuncle Passage** are transforming Carbuncle Passage into a thriving biodiverse nature corridor by installing planters, with brightly painted murals making the Passage a more welcoming space.
- **Birmingham's Fruit and Nut Village** is a local, volunteer-run network of 'Forest Gardens', made up of nearly 70 orchards across the city. The funding will be channelled into compost, tools and plants to transform more sites. Volunteers harvest a diverse range of food, from apples to walnuts, plums, and rhubarb, and produce is distributed to those most in need.
- **Southwark's Surrey Docks Farm** updated their signage promoting sustainability practices on site as well as increasing their recycling and waste infrastructure around the charitable farm and cafe.





- **In St Albans, Civic Rose Garden Regeneration** revitalised the Civic Rose Garden to enhance its natural beauty and increase biodiversity. This will also provide local residents with opportunities to volunteer and gain new skills in the field of horticulture.



## What is the Sustainability Fund?

The Sustainability Fund provides cash sponsorship, in-kind resources or staff volunteers to support not-for-profit organisations, community groups, and individuals to transform their local community or environment.

A successful project will provide evidence of one or more of the following:

- **Enhancing biodiversity**
- **Promoting sustainable waste behaviours (reduce, reuse and/or recycle)**
- **Protecting or preserving resources and the environment**
- **Its use of recycled, reused or reclaimed materials**
- **Improving social wellbeing**

Veolia's team looks favourably on projects that have considered the long-term or ongoing benefits for the community and will consider all projects based on merit.

## **Who is it for?**

Any not-for-profit organisations, community groups or individuals can apply to the Sustainability Fund.

## **How to apply?**

Got a fantastic idea to improve your local community or transform your local environment? If you tick our criteria, we'd love to hear from you!

## **Where is it available?**

We consider applications from projects where we work with the Local Authority.

To find out if we work in your area, check this list:

---