

Aylsham Town Council
Summary of Receipts and Payments
To 30/06/ 2023

Cost Centre	Receipts		Payments	
	Budgeted	Actual	Budgeted	Actual
General Purpose	112,800	64,807	112,800	29,016
Town Hall	58,750	32,902	58,750	21,698
Drill Hall	63,000	22,280	62,985	16,663
23 Market Place	5,500		-	0
Cemetery Cottage	7,000	943	1,500	0
Public Toilets	-	-	11,800	4,093
Other Properties	6,450	9,050	5,700	1,753
Cemetery	23,600	3,250	23,600	12,316
Allotments	24,700	15,087	24,690	8,228
Markets	9,000	958	2,650	1,492
Open Spaces	173,370	87,200	166,020	58,838
Events	-	374	-	1,297
Churchyard	-		13,700	708
Street Scene	24,450	14,300	24,450	5,739
	508,620	250,553	508,645	161,865
VAT		8,826		10,761
		259,379		172,626

Aylsham Town Council
Reserves Balance
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Bottle Bank	4,300.00		899.16	199.92	3,600.76
Cittaslow	700.00		283.29		416.71
Community Events	5,200.00				5,200.00
Christmas Decorations	160.00		1,635.08		-1,475.08
Election	2,000.00				2,000.00
Marquees	1,375.00		19.98	41.67	1,396.69
Drill Hall	10,000.00				10,000.00
Town Hall	17,000.00				17,000.00
Properties	19,100.00				19,100.00
Public Toilets					0.00
Cemetery	31,100.00		6,320.00		24,780.00
Open Spaces	70,400.00				70,400.00
Highway Verges	4,385.00		2,734.24		1,650.76
Recreation Ground	34,400.00	15,600.00			50,000.00
Churchyard	46,000.00				46,000.00
Street Furniture	11,500.00				11,500.00
Allotment Deposits	5,875.00		150.00		5,725.00
Hall Hire Deposit	50.00				50.00
CIL	28,987.00			1,701.17	30,688.17
Cemetery Cottage	2,000.00				2,000.00
Youth	3,000.00				3,000.00
Skate Park	300.00		60.77	914.24	1,153.47
Communications	5,000.00				5,000.00
In House Grass	5,000.00				5,000.00
Traffic Group					0.00
Total Earmarked	307,832.00	15,600.00	12,102.52	2,857.00	314,186.48
TOTAL RESERVE	307,832.00	15,600.00	12,102.52	2,857.00	314,186.48
GENERAL FUND					162,326.13
TOTAL FUNDS					476,512.61

CLERK'S REPORT FOR COUNCIL MEETING 5.7.23

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COMMENTS</u>
Town Hall		Quotes for boiler in progress
23 Market Place		
Cemetery Cottage	Private Letting	Tenant renewed lease
Cemetery		Topple Testing to take place in July
Allotments		AGENDA ITEM
Churchyard		Met with Conservation Officer to discuss various works in the churchyard
Market Place		
Farmers' Markets		New look Farmers Market went very well
Markets		
Jannys Close Community Garden		
Staithe		
"Little Staithe"		
Hopkins Homes areas general	Blossom Trees	Have written to Heather Jermy who is keen to work with us on this project
Highways		
Paupers Graveyard		Signage is currently being designed and a maintenance schedule put in place Paupers Graveyard was shortlisted for Norfolk Community Biodiversity Awards but was unsuccessful
Norfolk Homes Play Areas (equipped)	Wymer Drive	
Norfolk Homes large area off Mileham Drive		
Land at Sapwell Close	Adverse Possession Claim	Completion of review of 1970's minutes. Extracts sent to solicitor. Solicitor chased for a response
Car Parks		
Street Lighting		Will need to go out to tender for maintenance this summer
Public Toilets		
COMMA/Archives		
Litter & Dog Waste Bins		
Bus Shelters		
Pump		
Pillboxes		
War Memorial		

Highway Rangers		The Highway Rangers are Norfolk County Council Highway gang who visit the town on a regular basis to undertake minor road repairs e.g. sign cleaning, small potholes etc. Please let the office know of any such areas and we will add it to the schedule we send them
Drill Hall		New doors have been installed
Community Speedwatch	Need to re-establish	Still short of volunteers and someone to organise
Telephone Box	Refurbishment	Telephone box has been refurbished and the charger will be installed shortly. Highways to return to replace slabs
Bure Meadows Footpath	New Footpath across to Dunkirk	Only one outstanding item – part of the fence
Code of Conduct		All forms sent to Broadland
New Council Training		To consider a whole council training course Suggested date 19 th September
Summer Inspections	Two afternoons	Suggested dates 9 th and 16 th August from 2pm
Holman Road	Missing Postbox	This has now been replace

Items for Town Council to consider/note

- **Training Course**
- **Aylsham Tour**

**MINUTES OF THE MEETING OF THE CITTASLOW AYLSHAM COMMITTEE
HELD AT DRILL HALL, ON WEDNESDAY 21st JUNE 2023 AT 11am.**

PRESENT: Mr P Prekopp, Aylsham Slow Food, Chairman
Mr G Margaron, Aylsham Community Partnership
Mrs W Sadler – Aylsham In Bloom
Mrs M Anderson-Dungar ABEF
Mr G Peers – Broadland District Council
Mrs J St Clair – Aylsham U3A
Mr R Willis ABEF
Mr K Cunnane, Aylsham Town Council
Mrs C Bould, Aylsham Town Council
Rev Canon Julie Boyd, Aylsham Parish Church

OFFICER: Mrs S Lake Town Clerk

01 APOLOGIES FOR ABSENCE

Mrs M Evans Aylsham Town Council

02 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS

There were no Declarations of Interests or any Requests for Dispensations.

03 MINUTES

The minutes of the Cittaslow Aylsham Meeting held on 17th May 2023, were **confirmed and signed by the chairman.**

04 MATTERS ARISING

Nothing raised.

05 ADJOURNMENT OF THE MEETING

In the absence of any member of the public, the meeting continued without adjournment.

06 CITTASLOW UK & CITTASLOW INTERNATIONAL

a) To receive an update

Nothing to report on Cittaslow UK

The Cittaslow International Meeting is scheduled for Saturday June 24th, Giles Margaron and Mo Anderson-Dungar will attend via zoom. The zoom link is available for all but only delegates will be able to speak.

07 CITTASLOW IN AYLSHAM

a) To receive an update

Nothing to report

b) To receive a report on the meeting regarding Discover Aylsham website

The Town Clerk, Graham Peers and Richard Anderson-Dungar (ABEF Chair) met with Adam Payne to discuss the Discover Aylsham website and whether this could be updated and incorporated in the Visit.... Style.

He was very positive and felt this would be possible and also remain with a link to the Discover Aylsham App. He advised other towns have the app and use it extensively. He had provided costings for the update which were £200 for the transfer of the license and hosting and domain and £895 for the update to the site.

Members felt that this was an offering to the business community and visitors of the town and would be an excellent way of engaging with them and it was proposed and **AGREED** to recommend this to the Town Council.

08 FARMERS MARKET AND GENERAL MARKETS

a) To receive an update on the Farmers Market

The new style market was launched in July and was received well by both traders and shoppers. Many of the new traders wish to come back so it will be interesting to see how July goes and also August when charges re-start.

b) To receive an update on the general markets on Monday and Friday

The General Markets also seem to be picking up especially the Friday market.

09 CLIMATE EMERGENCY

a) To receive an update

Grizelda Tyler has been appointed as the new chair of the ACE Group. The groups have settled in now and work needs to begin on identifying themes and threads to include in the overall strategy.

b) To look at opportunities for Hydroelectric power in Aylsham

A resident at the mill had contacted the chairman to see if there were any opportunities to look at this in the town. However, since the first approach contact has been limited. Giles Margaron advised there was something similar that operates at Ittringham Mill. It was felt this would be an ideal scheme but was really something that ACE should look at.

10 PROJECTS

i) OLD STATION YARD

The Town Council have cut the path and little else has happened. Possible signage is required.

ii) TOWN PEDESTRIAN MAP

The Town Clerk has met with the Conservation Officer regarding placement in the Market Place and can now look to proceed with commissioning the map and stands.

iii) MINDFUL AYLSHAM

The packs have been delivered and most distributed. Aylsham is now a Mindful Town.

iii) **PRIDE IN PLACE**

Broadland District Council are very keen to promote Community Covenants through this funding stream. An initial stakeholder meeting is currently being planned

11 AYLSHAM COMMUNITY EVENTS COMMITTEE

The next large event is the annual Street Party scheduled for July 9th. Everything is on plan for this

12 SLOW FOOD AYLSHAM

The group attended the Family Learning Day which was very busy. Still waiting to hear about the Aylsham Show.

A third book is in the offing with suggestions of including recipes for air fryers. Contact has been received from West Oxfordshire regarding the cookery books. The Trussell Trust were approached to see if they could support this initiative but they were not interested.

13 AYLSHAM IN BLOOM

Wendy Sadler will attend the Biodiversity Awards this evening. The category the Paupers Grave is shortlisted under is sponsored by Norfolk Wildlife Trust who could possibly include the scheme in their magazine – Tern.

14 ABEF

Waiting for a decision on the website. The initial thoughts are that it would be a positive move..

15 AYLSHAM PARISH CHURCH

The church bells will return on August 14th and be blessed at a service that evening. A summer fete is planned for August 26th. The church is also looking at a community fridge to enhance the Food Bank on a Monday

16 ITEMS FOR INFORMATION/NEXT AGENDA

Graham Peers advised there is a new social media platform – Amazing Aylsham

17. DATE OF NEXT MEETING

The date of the next meeting was confirmed as **Wednesday 19th July 2023 at 11.00am at the Drill Hall**

CLOSURE OF THE MEETING

There being no further business the Chairman closed the meeting at 12.16pm

REPORT TO COUNCIL**Subject: Visit Aylsham Website****Author: Sue Lake****Date: 21st June 2023**

Graham Peers, the Tourism Officer from Broadland District Council, has been discussing a project he is working on with the towns in the two districts. The concept is to have a website called Visit [name of town] for all the towns which links in with Visit Norfolk and other such named sites.

The first one has just been launched Visit Harleston <https://www.visitharleston.org.uk/>

Broadland have been working with a website developer on this and the cost using this developer would be in the region of £1500 plus maintenance.

As part of the discussion the Discover Aylsham website and app was brought up. This was a project instigated by ABEF for the businesses in the town to promote themselves. Unfortunately, it was not as successful as it could have been as there was limited take up and ABEF did not have anyone engaged in updating the information. A suggestion that this could be re-vamped was discussed and a meeting organised with the developer. This was a very positive meeting and he advised that the cost of rebranding and updating the site would be £200 for transferring the licence and £895 for updating. This would result in a better project than the stand alone Visit Aylsham site.

The Cittaslow Committee discussed this and agreed that it should be recommended to the Town Council that this offer is accepted. The new website and app would be different to the Town Council's website and would be to the benefit of businesses and visitors to the town something the Town Council do not currently engage in Recreation

**Minutes of the
AYLSHAM RECREATION GROUND CLOSED COMMITTEE
19th June 2023 Pavilion, Recreation Ground 7pm**

Present

Lucy Bambridge, Michael Simnett, Cheryl Bould, Trevor Bennett, Barry Lancaster, Lauren Stroud, Jill Willis, Francis Dodd, Heather Morton, Jason Gibbons, Alan Marchbank

Wendy Murphy – Recreation Ground Manager
2 people from Aylsham St Giles Cricket Club

1. Apologies and Welcome

Apologies received from Richie Barnet

Lucy welcomed Cheryl Bould and Jason Gibbons – Aylsham Town Council representatives and Alan Marchbank – Tennis club representative – (trustee forms will need to be completed – Wendy will arrange this. This is a closed meeting and only trustees of the Recreation Ground are permitted to sit at the table as agreed at the Annual General Meeting.

2. Minutes of the previous meeting

The minutes of meeting held on 16th May 2023 previously circulated were confirmed as a true record. Proposed by Francis and seconded by Barry and all agreed

3. Information on Matters Arising

Nothing to report

4. To discuss the finding of the Risk Assessment by Labosport previously circulated

See attached minutes done by Cheryl Bould

5. To discuss the consolidated Monthly report for playground inspections

This was passed around – Wendy has made sure this is up-to-date and it will be kept this way. All minor tasks will be completed by the Town Council facilities team, Wendy has asked Keith Edwards to take a look at and repair some of the other items.

The ROSPA inspections will be done on the play parks, skate park, zip line and gym equipment this month and when the report is available Wendy will send out. She thinks the skate park may have to be closed as it may become too dangerous to play on.

6. Finance Report

a) To receive a report of current Finances

The Monthly report was given out to committee members and Wendy confirmed that the balance on the current account was £24,719.91 and the savings account was £1132.95. She confirmed that the first 40% of the grant had been paid (£25,540.00)

b) Cricket Club Grant

The Internal Auditor has sent an email to confirm that there is no issue with paying the cricket club contractor directly from the

Brendon's invoices attached to an invoice from the cricket club will be sent to Wendy for payment.

7. Report by Recreation Ground Manager

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COMMENTS</u>
Pavilion		Quotes for work to be done – Agenda item
Smile Parks		Waiting ROSPA report
Benches	Gerry Grimes Bench	This has been vandalised – Police know person who has done this and I am awaiting an update
Skate Park		As commented on report this is need of repair – I am waiting for the ROSPA report to come in to see what needs to be done.
Tennis		Water Leak – Agenda Item
Bowls		Windows need looking at
Hooked on Stitching		All ok
Outside toilet		All ok. Soap containers need to be filled up
Cricket		Agenda item
Basket Ball		Unable to get one of the old poles out and half the other one £1500.00 to do this. The Committee agreed for Wendy to contact Keith to get this done
CCTV		Get a quote for more cctv
Cleaner		No applications yet. Richie still to do cleaning
Burgh Road Verg		I have asked Keith to cut this
Trees		Tree Surgeon is looking at the area where the tree has been taken down to assess the other trees near it.

Cancellation Policy

Wendy confirmed she will be putting in place this policy so that any hirer who within 1 week of their hire will still be required to pay. It was agreed that parties should give a £50 deposit in cash to be returned after their hire as long as there are no damages. Wendy will get the booking form updated.

8. Recreation Ground Activities

a) Fun Day 9th September and dates for next year

It was agreed to charge £8.00 per hour for the use of the Pavilion for this day. Wendy will arrange for an invoice to be sent. Aylsham St Giles confirmed that there are no free Saturdays in the Cricket Season for a 3 day event to take place next year. This will be discussed further when their licence is ready for signing.

b) Waffle Wagon

Wendy Confirmed that they have not been at the Recreation ground over the past few weeks. It was agreed to send them a letter confirming that they are no longer able to use the recreation ground to trade. They can however book the recreation ground as a one off. An invoice will be done for the time that they have been there.

c) Quote re building work

Wendy has received a quote to adapt the pavilion for disability use. The same builder has also quoted on painting the inside of the pavilion and repairing the walls at either end of the Recreation Ground. She is waiting for two more quotes to come in – this will be discussed at the next meeting.

d) Water leak – progress

Keith and John Edwards have been digging holes and no water leak so far. There is a concern that the ground has dipped in the tennis courts near their shed. Wendy will ask Keith to liaise with the tennis coach so that a small hole can be dug to see if the water leak is there.

9. Licence agreements for Cricket, Bowls and Tennis Club

Lauren has been working with Wendy on these and good progress is being made they will be presented at the next meeting for agreeing and signing

10. Cricket ground maintenance contract 2024-2025

Barry, Brendon and Wendy will be getting together in the next few months to draw look at this contract and to present to the committee by the September meeting.

11. Any other Business

Francis Dodd comment about the parking of cars at Sir Williams Lane car park. Wendy will speak to Highways to see if they could paint some white lines if not she will chase Keith.

Wendy asked if it would be a good idea to review Keith Edwards Ground Maintenance contract. Barry and

Wendy will look at this at the same time as the Cricket contract

Meeting closed at 9.35 Date of next meeting 17th July 2023

**Minutes of the Aylsham Climate Action Meeting
held on Monday 5th June 2023**



Present:

Grizelda Tyler		Ray Horne	
Cheryl Bould		Richard Moore	
Sue Catchpole		Patrick Prekopp	
Rob Dack		Fiona Scott	
Jakki Dehn		Sue Sharpe	
Lilie Ferrar		Yvonne Stewart	
Ian Hildrew			
Sue Lake	Town Clerk	Donna Butcher	Events Co-ordinator

1. Welcome and apologies for absence

Apologies were received from

Trevor Bennett	Lesley Cannon
Liz McGowan	Mary Evans
Kay Montandon	Wendy Sadler
Jenny Haycocks	

2. Chairman

It was propose and **AGREED** that Grizelda Tyler would be chair

3. Declarations of interest

None were declared

4. Minutes

The minutes of the meeting held on 3rd April 2023 were accepted and signed by the chairman

5. Information on Matters Arising from previous minutes

A request was received to discuss aspects of the website – this will take place under the group reports

6. Co-Ordinating Group

a) To receive and confirm the minutes of the meeting held on 2nd May 2023

The minutes were confirmed. It was noted that the Traffic Strategy would not be considered by the Town Council until August.

It was also questioned if anything had been progressed with regard to the Aylsham Show. It appeared not so Pat Prekopp volunteered to follow this up.

7. Aylsham Green Day

a) To note date – 24th September

It was also agreed that the event will run from 10am – 2pm.

b) To confirm sub-groups to hold an event

As with last time all the sub-groups would be asked to have a stall. Most had still to meet to discuss this and these meetings were scheduled to take place in the next couple of weeks. Groups were asked to advise Sue Lake (townclerk@aylsham-tc.gov.uk) or Donna Butcher (info@aylsham-tc.gov.uk) with details of their stalls.

c) To discuss plans for the rest of the event

It was thought that the day needed to be officially opened. Lillie had contacted Stephen Fry but he could not commit. Another suggestion was Bob Flowerdew – other suggestions welcome.

A variety of stalls were suggested and Donna will pull these together and start booking over the next couple of weeks. Music was thought essential and will look for an acoustic band or possibly the school band. Full promotion will start nearer the event.

8. Aylsham Family Learning Day

A table for this has been booked. The ACE stall will be run by Lillie Ferrari, Sue Sharpe, Sue Catchpole and Richard Moore.

An updated flyer for Green Day will be prepared and the energy leaflets will be provided.

9. Work Programme of Sub-Groups

a) To receive written updates from Groups

Communications, Food and Waste included reports with the agenda.

Nature

Bill and Erica Fisher have stepped away from the group due to other commitments. They have started recruiting tree wardens

Food

The Group have completed their first food map. Holding a talk at Eves Hill on Monday June 12th.

Energy

Have visited Postles to do the business survey. They are interested in how they measure their own carbon footprint. One issue they have is recycling polystyrene. They do now do small repairs to help with recycling. Looking at a possible Credit Union in the future

Communications

They are looking for stories for the various social media outlets.

The Food Group advised that they wished to visit all the food vendors and do a piece on them and had started with Whites Butchers. The communications group advised that this was not a news piece but almost an advert.

There was a long debate over this and it was thought that the group had to be seen as even-handed and would be happy to print the item on Whites if there was a

similar item on Coxfords. Some people felt that would be seen as a compare and contrast item. No real solution was agreed.

10. Business Survey

All the surveys are being sent to Anna Magyar.

It was hoped that these would all be recorded interviews but this had not happened in every case.

11 Aylsham Climate Change Strategy

a) To receive an update on assessing the carbon footprint of the Town Council

The Town Clerk had gathered all the evidence for the 2019, 2020 and 2021 baseline carbon footprint. The calculations show a reduction year -on-year. The 2022 figure should be available to calculate in July when the figures are released.

b) To receive details of suggested strategies

Examples of other strategies were displayed and the general consensus was that the document had to be well illustrated and not too technical.

12 Roadside Verges

Fiona Scott, on behalf of the nature group, gave a presentation on the benefit of 'No Mow May' and similar schemes that the group would like the Town Council to consider. This will benefit the wildlife in the area and also increase the variety of wildflowers present. The group would like the Town Council to consider a test area such as Henry Page Road to see if the scheme would work.

There are some disadvantages to the proposal. The grass, when it is cut, is long and will need to be collected and disposed of. Some residents would think that the verges were untidy. Long grass can lead to issues with litter, dog excrement and ticks. The edges would need to be mown to ensure there is sufficient visibility.

Fiona will look into some of these issues and how other councils have overcome them.

An outline proposal will be taken to the Town Council in August

13. Co-Ordination Group

It was **AGREED** to defer this discussion to the Co-ordination Group Meeting

14. Items for Future Discussion

Donation for Peter Jolly
ACE What's App Group

15. Date of Next Meeting

To confirm the date of the next Meetings as:

Monday July 3rd 2023 – Co-ordinating Group Monday August 7th 2023 – ACE Group

The meeting closed at 8.55pm

REPORT TO COUNCIL**Subject: Anti-Social Behaviour St Michaels****Author: Sue Lake****Date: 21st June 2023**

There have recently been some serious anti-social issues resulting in damage to both council assets and residents clothing

Tree damage

A young oak was cut down with a chainsaw sometime in the early hours of June 9th. The same day a limb was sawn off a tree in the Buttlands and a resident advised he heard a chain saw at 4am. This has been reported to the police.

The tree will need to be replaced as it has a TPO on it. It does not have to be the same size as that would be very expensive but will have to be fairly mature and robust.

**Paint on Play Equipment**

On June 21st paint was sprayed over the play equipment. This followed an earlier incident when superglue had been spread on a bench.

The problem with this site, and it is unclear how it ever received permission, is that it is not overlooked by any housing so any behaviour can go unnoticed until it is too late.

A resident has contacted us asking if CCTV has ever been considered for this site.





NOTES OF THE
ALLOTMENT TENANTS MEETING
HELD IN AYLSHAM TOWN HALL
ON TUESDAY 22nd JULY 2022 AT 7.00PM

Present

Mr Trevor Bennett – Aylsham Town Council Chairman
Mr David Curtis – Aylsham Town Councillor
Mrs Wendy Murphy – Deputy Town Clerk
Mr Gavin Watson - Maintenance Manager
16 Allotment Holders

Welcome

Wendy welcomed all those present and introduced Trevor Bennett, David Curtis and Gavin Watson. She confirmed that the inspections had been done late May due to the weather at the beginning of the season. Allotment holders will only hear from her if there is an issue with their plot. She confirmed that she had waiting lists for all 3 sites. The next inspection will take place in July

The rent will be going up by £5.00 for Bure Meadows and Woodgate allotments from October 2024. 1 year's notice has to be given.

An allotment holder asked if hosepipes could be used. It was confirmed that the tenancy agreement states that they cannot be used.

Wendy confirmed that all borders surrounding plots should be kept tidy by allotment holders.

- **Cromer Road** – Wendy confirmed that she had been contacted again by Eves Hill about water being installed. Trevor confirmed that he will be going to their open day on Saturday and will discuss this with them. It was asked in the meantime if a watering collecting device could be installed on plot 1, Gavin will look into this.
- **Bure Meadows** – Wendy confirmed that plot 7 had stray kittens on it and would not be strimmed until these can be removed. The cat's protection is looking into this issue along with a lady who has another plot at the allotments.

The road leading is in a bad state of repair and the hole fills up with water when it is raining making it impassable by foot. Wendy has contacted the land owner who said they will look at it, she will contact them again to chase this.

- **Woodgate** – It was asked if plot 25 was being attended to as the weeds were starting to take over. Wendy will look into this.
The path is overgrowing and needs cutting back – Gavin will look into.
The path at the back of the allotments on the right hand side as you look at the allotments is overgrown in some places. Some allotment holders have taken this as part of their

allotment. Wendy and Gavin will take a look at this area and an email will be sent out to allotment holders that are affected by this.

The area between the pavement and the carpark is starting to drop. Gavin will look into this and see if he can contact highways.

An allotment holder mention parking issues when there is a football match at Youngs park. Wendy will look at getting a sign made to say “No parking access required at all times”

- **Norwich Road** – Wendy confirmed that the areas between the allotments are now being mowed and strimmed.

Meeting closed at 8.00pm

Aylsham Town Council Meetings 2023

	Week 1		Week 2	Week 3	Week 4/5 Week 5
July	5	3		{19}	26 Churchyard 24
August	2	7	Inspections 9	{16} Inspections 16	Properties
September	6	4		{20}Training 19th	
October	4	2		{15}	Churchyard
November	1		6 Properties	{16}	Staffing
December	6	4			

Town council (7pm)
Climate(7pm)
Cittaslow (11 am)
Events (7pm)
Traffic(7pm)

Exact Dates for Properties, Staffing and Churchyard to be arranged