



NOTICE OF MEETING & SUMMONS TO ATTEND

**THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL
TO BE HELD IN THE TOWN HALL,
ON WEDNESDAY 3 APRIL 2024 at 7.00p.m.**

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 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 and confirm the Minutes of the Town Council Meeting held on 6th March 2024*
- 4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**
To receive information on any Matter Arising from previous meetings not on the agenda
- 5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**
 - a) To receive written and/or verbal Reports from Representatives (maximum 3minutes per report)
 - b) To consider any matter for Broadland Overview & Scrutiny Committee
- 6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK**
- 7. TO ANSWER QUESTIONS FROM COUNCILLORS**
Written questions should be given to the Clerk at least 3 days prior to the meeting.

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

Application no. & Address	Town Council Comment	Broadland DC Decision
20220293 3 Woodgate Way,	Object – considered overdevelopment and sets a precedent for future applications	Refused 19.3.24
2024/0024/5 Bolwick Hall	No Objection	Approved 5.3.24
2024/0188 Bure House, 56 Millgate	No Objection	Approved 15.3.24
2024/0168 Unit 6, Council Depot	No Objection	Approved 13.3.24
2024/0324 Pantiles, Church Terrace	No Objection	Approved 19.3.24

b) APPLICATIONS FOR CONSIDERATION

2024/0383 **81 Holman Road, Aylsham**
Proposed Fencing

2024/0639 **Land West of Banningham Road**
Erection of one self-build dwelling

c) APPEALS

2023/2897 **8 White Hart Street**
Variation of condition 2 and 8 of 20210288 - To allow off street parking and removal of covered entrance porch and pergola

9. NORWICH ROAD APPLICATION

- a) To discuss the revised planning application for the Norwich Road site – draft response attached * Pages 1-4
- b) To discuss the requirements for the Transport Hub – report from Transport Group attached* Page 5
- c) To discuss the requirements for the play area

10. POTENTIAL NEW DEVELOPMENTS

- a) To discuss any updated information on Burgh Road site

11. FINANCE

- a) To receive and adopt the Monthly Financial Report to 27.3.24* Pages 6-7
- b) To receive and adopt Bank Reconciliation as at 22.3.24* Page 8

- 12. TOWN CLERK'S REPORT**
To receive and adopt the Town Clerk's Monthly Report *Pages 9-10
- 13. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
- 14. HIGHWAYS MATTERS**
- a) to receive an update report on Gold Standard Bus stop for Aylsham
 - b) To note grant awarded for feasibility study of crossing on Burgh Road
 - c) To receive details of concerns over lack of footpath on Banningham Road *Pages 11-12
 - d) To consider the issues of parking on the Town Council apron area
 - e) To receive details of the Parish Partnership funding
- 15. CITTASLOW COMMITTEE**
- a) To note minutes of the Aylsham Cittaslow Meeting 20th March 2024 *Pages 13-15
 - b) To confirm the decisions made by the Aylsham Cittaslow Committee
- 16. CHURCHYARD COMMITTEE**
- a) To note minutes of the Aylsham Churchyard Committee Meeting 11th March 2024 *Pages 16-18
 - b) To confirm the decisions made by the Aylsham Churchyard Committee
- 17. RECREATION GROUND**
- a) To note minutes of the Aylsham Recreation Meeting 20th February 2024 *Pages 19-22
 - b) To receive any update
 - c) To consider a report on the Recreation Ground Committee becoming an Incorporated Charity *Page 23
- 18. AYLSHAM CLIMATE EMERGENCY (ACE)**
- a) To note minutes of the Aylsham Climate Emergency Meeting 4th March 2024 *Page 24-25
 - b) To confirm the decisions made by the Aylsham Climate Emergency Committee
- 19. COMMUNITY EVENTS**
- a) To receive an update on Healthy Aylsham
 - b) To receive details of a proposed Community Fayre *Page 26
- 21. STANDING ORDERS**
Annual review Standing Orders
- 21. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**
To note any items of Information or for referral to a future Agenda
- 22. DATE OF NEXT MEETING**
To confirm the date of the next Meeting as Wednesday May 1st 2024
- 23. EXCLUSION OF THE PRESS AND PUBLIC**
To exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 during discussion of the following item

24. STAFFING MATTERS

- a) To receive an update on recruitment of Communications post
- b) To receive an update on recruitment of Grounds Staff post
- c) To receive an update on recruitment of Town Clerk

Sue Lake

Mrs. S Lake

27th March 2024

NOTES

This Meeting is open to the Public and the Press. The papers may 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 6th March 2024 will be available from the Council Office as soon as possible after the 4th April 2024.

All documents referred to in this agenda as "attached" are also available on the website (unless marked confidential).

Planning Applications listed above are those notified to the Town Council 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 on line please go to www.broadland.gov.uk, and follow the links through to planning.

