



## AYLSHAM TOWN COUNCIL

### MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL HELD IN AYLSHAM DRILL HALL, ON WEDNESDAY 17 JULY 2019 at 7.00p.m.

**PRESENT:** Lloyd Mills Chairman                      Mr D Harrison  
                 Mrs J Bennett                                      Mrs A Overton  
                 Mr T Bennett    Mr P Prekopp  
                 Mr R Clark-Ward                                      Mrs V Shaw  
                 Mr D Curtis    Mrs E Springall  
                 Mrs M Evans    Mr S White

Sue Lake Town Clerk

#### 10 members of the public

#### 1. TO RECEIVE APOLOGIES

Apologies were received and accepted from Mr B Lancaster

#### 2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Pat Prekopp declared an interest on planning application 20191063

David Harrison declared his interests as a District and County Councillor

#### 3. MINUTES

Minutes of the Town Council Meeting held on 19 June 2019 had previously been circulated and were **confirmed and signed by the chairman.**

#### NATIONAL CITIZENS SCHEME

The chairman asked the councils permission to add an additional item to the agenda. Volunteers working with the National Citizens Scheme had been undertaking work for the Town Council over the last week and they had a proposal to put to the Town Council. This was **AGREED.**

A volunteer from the group presented their idea of painting the inside of the brick bus shelter on Norwich Road. Being mainly young people something that is very important to them is climate change and they would like to paint a design relating to this. Unfortunately, they have no funds to purchase the paint. It was proposed and **AGREED** to allow the group to create the painting. The Town Council will supply the paint.



**4. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA**

Page 2 – Sue Catchpole advised that it is Oakfield Road not Burgh Road where lines will be re-painted and that the work would be completed by the end of the summer.

Page 4 – the advert from Norse. The clerk checked this application for a Goods License and it is a simple transfer from Norfolk County Council to Norse. No additional sites are being created and the number of lorries and journeys will remain as they are.

Page 3 – Complaint to Broadland

Matthew Rooke, Planning Manager West at Broadland District Council attended the meeting to answer questions and respond to comments from Councillors.

Comments made to Matthew included:-

- Quality of scans
- Location Plans
- Date on letters
- Comments on amended plans

He promised to look into these matters and report back to the Town Council through the Town Clerk.

He also clarified the position on the criteria for plans to go to the committee and the placement of site notices.

**5. MATTERS REFERRED FROM PREVIOUS MEETING**

None

**6. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**

**Police** – A SNAP Meeting had been held on July 11<sup>th</sup>. It was a very lively meeting with issues being raised by Aylsham, Buxton and Marsham. The minutes will be available shortly and will be distributed to councillors.

**Broadland District Council** – Steve Riley advised that the Grants scheme previously operated by Broadland has ceased but members do have a £500 budget. However, this is not the same as in South Norfolk where members have a £1000 budget and a grants scheme still operates. This will be looked into by the scrutiny committee.

He has tried twice to organise a meeting re Cawston Road and this has not happened so he will not pursue this any further.

Sue Catchpole advised she has attended various training sessions offered to new councillors. She was also involved in the appointments of the Assistant Directors.

**Norfolk County Council** –David Harrison advised that the County Council had agreed a route for the Western Link. He also presented the following report on schools in Aylsham.

**Primary Education in Aylsham**

I was asked to find out whether primary school children living in Aylsham were being refused admission to Aylsham schools and sent to the school in Marsham. This is *not* the case; Marsham school is full, and has no students from Aylsham.



What is actually happening is very concerning. Aylsham parents apply to have their, children admitted to Aylsham schools and the request is denied. They then appeal the decision, get it reversed and the child then goes to an Aylsham school which is already over full. The agreed maximum size for a primary school class is 30 pupils, and at the Bure Valley school seven out of the eight classes have more than 30 children in them, with an average of 33. The Head has agreed, reluctantly, to a maximum class size of 35, which means an extra load on the teaching staff and a poorer education for the pupils. As an ex-teacher myself, I am appalled at the situation. The situation is just as bad at St Michaels, the other primary school in Aylsham.

In the Reception years (Year 1), the situation is even worse. At St Michaels the next year's reception is hugely oversubscribed with a long waiting list, and a similar situation exists at the John of Gaunt School. In simple terms it means that there are insufficient school places for Aylsham children to start their education, and it seems likely that this situation will continue for some considerable time as more houses are completed on the Bure Meadows estate.

I have discussed the situation with the officer dealing with school admissions at County Hall. She tried to imply that things are okay, and that class sizes of 35 are quite acceptable. I disagreed, pointing out that class size would have to increase *even more* to accommodate the new influx of Aylsham children.

The long-term solution, agreed by Norfolk County Council, is to build a new, state-of-the-art, £8 million new school on the proposed development at the motel site on the Norwich Road. *St Michaels would then be closed.* As things stand at present the new school will only be built after a developer has put forward plans to develop the site. At the moment nothing is happening, and until it does the pressure on the Aylsham primary schools can only increase. I am going to raise this subject, as a matter of urgency, with the Head of Child Services when I see her at a prearranged meeting and will report back to the Town Council at our next meeting.

## **7. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION**

It was proposed and **AGREED** to suspend standing orders to allow three minutes per person to address the Town Council.

The residents who addressed the meeting all spoke regarding the parking issues at Cawston Road/Mill Road. Comments included:

- Cars Sorned and without MOT's parked on the road
- Whose responsibility is it?
- Can the Town Council assist?

The chairman advised that the Town Council had written to the District Council, County Council, police and Borough Council of Kings Lynn (who operate the parking wardens) and no assistance was forthcoming.

## **8. PLANNING ISSUES**

### **a) APPLICATIONS DETERMINED**



Information provided with the Agenda was **noted**.

b) APPLICATIONS FOR CONSIDERATION

20190805 Bushey Place, 35 Cromer Road, Aylsham

Demolition of Existing Timber Framed Conservatory and Erection of Like for Like Replacement (Listed)

**Town Council Response – Support**

20190957 Land adjacent Town Hall, Market Place, Aylsham

Installation of metal container adjacent to Town Hall

**Town Council Response – Support**

20191063 Spratts Green Farm Barns, Spratts Green, Aylsham

Conversion of complex of listed barns into 4 dwellings. Erection of three detached garages and creation of new vehicular access

**Town Council Response – No Objection**

20191109 14 St Michaels Close, Aylsham

Single Storey Flat Roof Extension & Increase in Depth of First Floor Bedroom Windows in Gable End

**Town Council Response – Support**

20191074 30 Market Place, Aylsham

Installation of ASHP Units and Extract Ductwork on/through roof

**Town Council Response – No Objection but would welcome measures to mitigate the view from the Market Place**

20191106 5 Pound Lane, Aylsham

Proposed single storey side and rear extension to provide annexe accommodation

**Town Council Response – No Objection**

20191117 The Wilding, 12 Church Terrace, Aylsham

Two storey rear/side extension and single storey side extension

**Town Council Response – Object**

The Town Council were unhappy in the presentation of this plan and what had not been said in the Design and Access statement. They felt the symmetry of this terrace would be destroyed by this application which although it is replacing a previous extension is much higher. It is also wider which is the main issue. It was felt the impact from the churchyard would be very detrimental.

However, the plans did seem to indicate that the residents had claimed responsibility for the Church wall

20191118 Dorset House, Blickling Road, Aylsham

Replacement Doors to Rear

**Town Council Response – No Objection**



c) **NEIGHBOURHOOD PLAN**

Trevor Bennett had prepared a document for the way forward with the Neighbourhood Plan. This was distributed to members and will be discussed in detail in September.

The chairman advised that he had written to the Consultants requesting unfettered access to the Neighbourhood Plan and was awaiting a response.

d) **OTHER PLANNING ISSUES**

A letter had been received regarding modifications to the planning website.

9. **FINANCIAL MATTERS**

a) **To receive and adopt the Monthly Finance Report for May 2019**

This was agreed.

b) **To receive the Minutes from the Effectiveness of Internal Audit Group.**

The minutes were noted.

c) **To consider a request from the Recycling Fund for Aylsham Running Club**

This newly resurrected group required £350 for a selection of items. It was proposed and **AGREED** to grant a donation from the Recycling fund of £350

10. **TOWN CLERK'S REPORT**

The Town Clerk presented and updated her report Woodgate Allotments – there appears to be a lot of bad feeling amongst the tenants. An allotment tenants meeting is scheduled for July 23<sup>rd</sup>.

Cemetery Gate – it was reported on the afternoon of the meeting that one of the gate pillars at the cemetery had been hit. Emergency repair works will be instigated.

MUGA Gate – it was reported on the afternoon of the meeting that one of the gates at the MUGA had been wrenched off.

Bollards on Cawston Road/Mill Road – one additional bollard and benches has been agreed to try and prevent all parking on these grass areas.

11. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman read a letter from Aylsham In Bloom thanking the Town Council for their assistance with the Traders Competition.

Roger Polhill from the archives had written to advise that Maggie Vaughan-Lewis and would be happy to act as Honorary Archivist. This was **AGREED**.

He also wished to draw councillors attention to the article in the EDP about Aylsham. He felt this was basically positive but was disappointed at some of the negative comments.



**12. QUESTIONS FROM COUNCILLORS**

None received.

**13. DRILL HALL**

**a) To receive an update**

A request had been received from the gym regarding one of their members installing electric sockets and also a request to place mirrors in the hall. Both requests were rejected.

**14. CITTÀSLOW COMMITTEE**

**a) To receive minutes of Meeting held on 19<sup>th</sup> June 2019**

The minutes previously circulated were noted.

**b) To confirm the decisions made by the Cittaslow Committee**

These were **AGREED**.

**15. TO CONSIDER EVENTS MATTERS**

**a) To receive minutes of Meeting held on 3<sup>rd</sup> July 2019**

The minutes previously circulated were proposed for adoption and **AGREED**.

**b) To confirm the decisions made by the Events Committee**

These were **AGREED**.

**c) To discuss the Street Party for 2020 and a colour run to raise funds to meet the costs**

There had been some debate regarding the Street Party for 2020 with various options including changing the date to fit in with the VE celebrations. It was felt the Street Party should remain in July and the Events Committee should discuss with both Slow Food and the Scouts who have both shown an interest in being part of the event on the day to mark their respective anniversaries.

Following the success of the EPIC 5k run it is proposed to hold a colour run on the Recreation Ground in October. (This will also have to be agreed with the Recreation Ground Committee). To organise this an Events company will be engaged who will prepare all risk assessments and provide training and the paint. A sponsor could be found for the T Shirts. The Town Council would review all risk assessments with their insurers. It was proposed and **AGREED** to go ahead with this event – subject to agreement with the Recreation Ground Committee.

**16. TO CONSIDER PROPERTIES MATTERS**

**a) To receive minutes of Meeting held on 2<sup>nd</sup> July 2019**

The minutes previously circulated were proposed for adoption and **AGREED**.

**b) To confirm the decisions made by the Properties Committee**

These were **AGREED**.

**c) To approve the recommendation of the Properties Committee regarding the audio/visual improvements**



The Town Council were unsuccessful in their application for a grant for this equipment. Therefore, the Properties Committee recommendation is to fund this from Town Council funds. The total cost will be in the region of £20,000. This was proposed and **AGREED**.

Quotes will be brought to the September meeting with the anticipation of the work being completed before Christmas.

**17. CHRISTMAS LIGHTS COMMITTEE**

a) **To receive minutes of Meeting held on 24<sup>th</sup> June 2019**

The minutes previously circulated were noted.

b) **To confirm the decisions made by the Christmas Lights Committee**

These were **AGREED**.

**18. RECREATION GROUND**

a) **To receive minutes of Meeting held on 9<sup>th</sup> July 2019**

The minutes previously circulated were noted.

b) **To receive any further update**

There have been issues between the Cricket Club and the Grounds Contractor but these have now been resolved.

**19. STREETLIGHTS**

**To receive an update regarding the tender process**

The decision made at the June Meeting to not go to tender is in contravention of Standing Order 18c. Therefore, a full tender process will be required with the contract being advertised on the Governments Contract Finder website.

**20. HIGHWAYS**

**a) To consider schemes for the Parish Partnership**

The proposal for a feasibility study for work to improve safety at Penfold Street has never been undertaken by the County Council. Steve White advised that this is currently being worked on.

One proposal was to install wigwags at the school crossing on Norwich Road. This proposal will be worked up.

**21. POLICIES**

**a) Equality & Diversity Policy**

The clerk had reviewed this policy and did not recommend any changes. This was **AGREED**.

**22. CORRESPONDENCE**

A letter had been received from the Heritage Centre requesting the Town Councils support when applying for grant funding. This was **AGREED**.

**23. ITEMS FOR INFORMATION/FUTURE AGENDA**

These were picked up during the meeting

**24. DATE OF NEXT MEETING**

The Chairman confirmed the date of the next Meeting as Wednesday 18 September 2019, at 7.00pm at the Drill Hall

**CLOSURE OF THE MEETING**

There being no further business, the Chairman closed the meeting at 9.31p.m.

Minutes Agreed..... 18<sup>th</sup> September 2019