



**MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD IN AYLSHAM TOWN HALL,
ON WEDNESDAY 5th JULY 2023 at 7.00 p.m.**

PRESENT:

Trevor Bennett Chairman	Catherine Fletcher
David Anderson	Lloyd Mills
Joan Bennett	Kay Montandon
Cheryl Bould	Annette Overton
Kevin Cunnane	Pat Prekopp
Dave Curtis	
Sue Lake - Town Clerk	Wendy Murphy – Finance Officer

8 members of the public

1. TO RECEIVE APOLOGIES

Apologies were received from Mary Evans and Jason Gibbons

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Trevor Bennett advised that Sean Cannon who would be addressing the meeting during public participation was a relative of his wife.

3. MINUTES

Minutes of the Town Council Meeting held on 5th June 2023 had previously been circulated and were confirmed and signed by the chairman.

4. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA

A response had been received from Sanders with regard to the question on reduction of buses. They advised that buses had not been reduced but they had reintroduced the X40 express service which does not stop in Aylsham.

The planters had been re-planted and were looking good.

5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS

a) To receive reports from Representatives

Police – No report

County Council - No Report

District Council – still bedding in new administration, so nothing to report

6. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION

A member of Aylsham St Giles Cricket Club had sent a letter to the council which was distributed prior to the meeting. He expressed the concern of the cricket club that an EGM of the Recreation Committee could seriously impact the existence of the cricket club if a vote is taken to suspend cricket at the Recreation Ground. He advised that following the risk assessment report from Labosport the cricket club are looking at mitigation measures. However, the cricket club believe that the report is flawed as some incorrect assumptions have been made.

A representative from Hooked on Stitching advised that she wanted to dispel the assumption that the Recreation Ground was a sports ground. The 1920 conveyance makes it clear that it is for all recreation purposes. The commissioning of the report was agreed by all of the Recreation Ground Committee. The report highlights the risks involved and last Saturday there were four instances when the ball hit the pavilion or went into the Smile Park. Everybody should be able to use the Recreation Ground in relative safety.

A resident observed that it was pointed out that at the time of construction of the Smile Park that it was a being placed where there was a potential risk.

A resident advised that Cawston Road was looking very dilapidated with wrecked cars having been parked outside the shops for months and could the council take any action.

7. TO ANSWER QUESTIONS FROM COUNCILLORS

Please confirm if any of the trees on grassed area running alongside Norwich Road (from the A140 roundabout to the water tower) have TPOs.

Not according to the Broadland Website

If so, please confirm which ones and their numbers.

N/A

Please confirm who is responsible for these trees and their upkeep.

The Town Council cut this area as part of the verge cutting delegation but it remains the property and responsibility of Norfolk County Council

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

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

b) APPLICATIONS FOR CONSIDERATION

2023/1512

15 Red Lion Street, Aylsham

2023/1513

Change of use from Class E to Class C residential with associated internal alterations

Town Council Response – No Objection

2023/1302 **Aylsham High School**
Erection of single storey classroom block
Town Council Response – No Objection

2023/1478 **Ringsfield Burgh Road, Aylsham**
Change of use from annexe to holiday let
Town Council Response – No Objection

9. POTENTIAL NEW HOUSING DEVELOPMENTS

a) To discuss any updated information on Norwih Road site

Nothing further has been received.

b) To discuss any updated information on Burgh Road site

Nothing has been received regarding planning. However, an e-mail has been received from the Green Infrastructure Officer at Broadland seeking a financial contribution from the Town Council towards a crossing over the A140/BVR crossing. A feasibility study had been commissioned in September 2020.

The clerk advised that, if councillors were in agreement, she would like to respond stating the Town Council has no idea of the parameters or cost of this project and that it is included in the GNLP and what contributions are being made by the County and District and the potential developers. Sue Catchpole advised that councillors did not know of this either.

This was proposed and **AGREED**.

c) To receive an update from Norfolk County Council Education

A meeting had been held with Paul Harker from Norfolk County Council. It was generally felt this was more positive than anticipated.

It was requested that a full written report be made to be discussed at a future meeting.

The chairman advised that he had attended a zoom meeting organised by Broadland for parishes interested in updating the Neighbourhood Plan. This appeared to be a lot of work and depending on the level of change might include the need for referendum again.

He will write a full report for the next meeting.

10. FINANCE

a) To receive and adopt the Monthly Financial Report to 28.6.23

This was adopted.

11. TOWN CLERK'S REPORT

The Town Clerk presented and updated her report.

Council Training – September 19th .

Summer Inspections – 9th and 16th August at 2pm

Sapwell Close – no response from solicitor so clerk will look elsewhere

Postbox on Holman Road – This had been missing for sometime but has now been replaced. Dave Curtis wished to express his thanks to Steve Riley for resolving this issue

12. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS

Nothing to report

13. AYLSHAM CITTASLOW COMMITTEE

a) To note minutes of the Cittaslow Committee Meeting 21st June 2023

These were noted.

b) To discuss the visit Aylsham Website

The report sent with the minutes was noted. There were two options a stand alone new website or re-purposing the Discover Aylsham website, which would be a lower cost and offer more functions.

After discussion it was proposed and **AGREED** to re-purpose Discover Aylsham. Funding for this will come from the Communications budget

c) To confirm the decisions made by the Cittaslow Committee

These were confirmed.

14. HIGHWAYS MATTERS

To receive updates on Highway Matters

The Aylsham Show Committee have requested if the priority on Penfold Street could be reversed on the day of the show. The clerk advised the Town Council had no objections to this so will see how Highways will attend to this.

The Parish Partnership scheme has been relaunched and any suggested projects should be notified to the Town Clerk.

15. RECREATION GROUND

a) To receive minutes of the Recreation Ground Meeting 19th June 2023

The minutes were noted.

b) To receive any update

The sports safety risk assessment has been completed and has caused a great deal of concern with the members of the Recreation Ground Committee as was evidenced earlier during public participation. The report was discussed by the committee but no decision was made. There are many conflicting views and a great deal of members with vested interests who it would appear are not always fully objective.

Aylsham St Giles Cricket Club are concerned that decisions will be made without full knowledge of the what the implications of those decisions would be. The cricket club have been meeting with other bodies (Norfolk Cricket Board etc) to see what mitigation measures could be installed.

It was raised that the Recreation Ground had caused issues for the Town Council for a number of years. Conflicts of Interests have led to fraught meetings and difficulties making decisions. There have been many resignations over the last couple of months including the Recreation Ground Manager.

The Town Council gives a substantial annual grant to the Recreation Ground, approximately 20% of the budget and it is not apparent that the money is always well spent. Also the charity page show that the returns are always late being submitted.

The last Recreation Ground Meeting included representations from someone who was not a trustee but also not a resident of Aylsham – both of which are breeches of the constitution.

After discussion the following was proposed –

Due to the concerns and confusion surrounding the governance of the Recreation Ground in Aylsham by the Committee of Members this council will not grant funds to the Committee from April 2024 until or unless Aylsham Town Council is satisfied that the said Committee is functioning as it should (ie following the rules as laid down in the Recreation Ground Constitution and as required by the Charity Commissioners)

This was **AGREED** unanimously.

A letter communicating this decision will be sent to the chair of the Recreation Ground Committee.

16. CLIMATE COMMITTEE

a) To note minutes of the Climate Meeting 5th June 2023

The minutes previously circulated were noted.

b) To confirm the decisions made by the Group

These were agreed.

17. ANTI-SOCIAL BEHAVIOUR AT ST MICHAELS

There have been recent incidences of anti-social behaviour at the grass area at St Michaels. This included cutting down a small oak tree and spraying paint on play equipment. The matter has been referred to the police. The tree was covered by a TPO so will need to be replaced in the autumn.

A resident had enquired about CCTV but this will raise many issues on a children's play area.

18. ALLOTMENTS

A meeting had been held with allotment owners which was very positive. Rent increases were discussed and will be brought to the Town Council for agreement next month.

The issue of water is currently being followed up.

19. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Nothing raised

20. FUTURE MEETINGS 2023

A calendar was issued with the papers

21. DATE OF NEXT MEETING

This was confirmed as **Wednesday August 2nd 2023** at 7.00pm

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 9.03p.m.

Minutes Agreed..... 2nd August 2023