MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD IN AYLSHAM TOWN HALL, ON WEDNESDAY 4th NOVEMBER 2026 at 7pm

PRESENT:

Kay Montandon (Chair)	David Anderson	Trevor Bennett
Gordon Clarke	Kevin Cunnane	Mary Evans
Catherine Fletcher	Michael Goodwin	Jon Minns
Mitchell Philpott	Patrick Prekopp	

ALSO IN ATTENDANCE:

Faye LeBon (Town Clerk) and Harry Clark (Deputy Clerk).
Sue Catchpole (Broadland Council and Norfolk County Council)
Two members of the public.

1. **To Receive Apologies for Absence**
   Apologies were received from Tim Briscoe.

2. **To Elect Vice Chairman of the Council for 2026/2027**
   It was ***agreed*** to defer this item. Nominations were encouraged for the next meeting.

3. **To Receive Declarations of Interest and Grant Requests for Dispensation**
   It was noted that Michael Goodwin resided on Cawston Road but had no pecuniary interest in item 11d.

4. **To Agree the Minutes of the Meeting held on 7th October 2026**
   It was ***agreed*** to accept the Minutes of the Town Council meeting held on 7th October 2026. The Minutes were signed as a true and accurate record by the Chairman.

5. **To Note Matters Arising from the Previous Minutes, not Elsewhere on the Agenda**
   No matters raised.

6. **To Receive Reports from County and District Councillors, and other Partnership Organisations**
   Sue Catchpole reported that LGR was now being discussed again by the government, with more expected to be known in January 2027.

Broadland Council is encouraging all towns and parishes to ensure their Community Resilience plan is up to date, particularly in relation to the risk of overheating as a result of heat waves, and also the risk of cybersecurity attacks.
Kay Montandon requested clarification on the recent Norfolk County Council Local List for Validation of Planning Applications Consultation. Sue Catchpole advised that there are changes to the NPPF which will determine when a planning application can be called in to be determined by committee, but will find out more and respond.

7. **To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak**
A member of the public raised the poor condition of the highway and associated gullies on Penfold Street. Kay Montandon responded that Norfolk County Council is to resurface this area in 2027.
A member of the public asked when the streetlight on the junction of Church Terrace and Penfold Street will be repaired. The Clerk responded that as this was a vehicle strike, the matter is with the Town Council's insurers.

8. **To Receive Notification of Permission to Co-opt a New Member**
The Clerk reported that there had been no requests for a by election for the Town Council's vacant position, therefore the council was free to co-opt as soon as is practicable. Co-option will be an agenda item next month.

9. **To Receive Town Clerk's Report**
The Town Clerk's report had been previously circulated. Emphasis was placed on volunteers for the forthcoming Christmas Events. The Clerk will send out the volunteer forms out to councillors for the Lights Up event.

The Clerk will check that the volunteers from last year can be contacted for assistance.

The Clerk's report was ***noted***.

10. **To Note any Updates on Capital or Community Infrastructure Levy Projects, Including New Proposals**
Updates had been circulated on the following potential capital and CIL projects and were ***noted***:

Bank Barn	Community Lending Library
Market Place Greening	Inclusive Play Equipment at the Recreation Ground
Information Centre	Transport Hub
Skate / Wheeled Park	Aylsham Traffic Strategy
Sports and Fitness Provisions	New Pavilion for Recreation Ground
Council Waste Management	Council Building Disability Access Audit
Road safety survey – Burgh Road	Traffic lights on Burgh Road
Surfacing of Mileham Drive MUGA	Neighbourhood Plan
Community Information Bureau	Soame Pump traffic

Surfacing of Mileham Drive Play Area
Road Safety at Burgh Road – Zebra Crossing
Community Building Space

Mitchell Philpott reported that he was meeting with representatives from the Recreation Ground to discuss their vision for a new pavilion.

11. Highways

a) To receive update on the Transport Hub

The Clerk will obtain quotes for consultants to assist with the creation of the specification and tender pack.

b) To receive update on Parish Partnership 2027/2028 and consider possible projects.

There were no projects received.

c) To receive update on A140 Speed Reduction Proposals

The Clerk's response to the proposals, based upon the decision of the council at the meeting on 7th October, had been circulated to members. Norfolk County Council officers have acknowledged the response but have refused to address the specific points, only advising that the proposed scheme is in accordance with policy. Sue Catchpole, Kay Montandon and the Clerk will be meeting with the Norfolk County Council Cabinet member for Highways on 5th November to discuss the proposals further and emphasise the Town Council's position in relation to the proposed 50mph speed limit.

Kay Montandon thanked everyone who had taken the time to respond to the consultation.

d) To consider project regarding direction of traffic around the Soame Pump

A proposal from Gordon Clarke had been circulated to members. The timing of the project was emphasised to coincide with Norfolk County Council 's project to resurface Penfold Street, so as to minimise disruption to members of the public and get best value for the taxpayer.

The copy of the safety study for the original Penfold Street scheme was due to be made available to the Town Council but had not been received. This will be raised in the meeting on 5th November, and if still not made available a Freedom of Information request will be made.

12. Finance

a) To receive bank reconciliation to 27th October 2026

The bank reconciliation to 27th October, showing a balance of £724,872.14, was ***noted***. The increased balance reflected the precept received in this month.

b) To receive year to date payments and receipts against budget

The budget document was ***noted***.

c) To agree the detailed payments from 30th September 2026 to 27th October 2026

The payments totalling £74,084.72 were ***agreed***.

d) To agree the detailed receipts from 30th September 2026 to 27th October 2026

The receipts totalling £344,104.38 were ***agreed***.

e) To note the schedule of reserves

The level of reserves was ***noted***.

f) To receive an update on external audit from PKF Littlejohn

The Clerk reported that there had been no update from PKF Littlejohn to date or any queries resulting from the External Audit.

g) To Consider Items for 2027/2028 Budgetary Consideration

All members were encouraged to think about items that would be required for the 2027/2028 budget as this is in the process of being drafted.

13. To Receive Guidance for Unauthorised Encampments on Council Land

Guidance from Broadland Council was circulated. Concerns were raised that contact would only be possible with the District Council during office hours. The guidance was noted with the underlying understanding that preventing unauthorised encampments would be preferable to having to remove them.

14. Remembrance Sunday

a) To agree donation to the Royal British Legion Poppy Appeal

A donation of £100 was ***agreed*** to the Royal British Legion poppy appeal. This would be funded from the bottle bank credits.

b) To agree Town Council arrangements for Remembrance Sunday

Details of the Remembrance Sunday parade, service and wreath laying were provided. Those who will be attending the parade and the church service were identified. It was ***agreed*** that David Anderson would lay the wreath on behalf of the Town Council.
Concerns were raised about abuse received to those manning the barriers to enforce the road closure.

15. To Consider Response to Interim Review of Polling Districts and Polling Places Governance

Broadland Council is consulting on the number and location of polling stations. Put forward for consideration for Aylsham are:
The Town Hall
The Friendship Hall
Aylsham Football Club

The Town Council raised concerns about the Friendship Hall due to the lack of parking. The Jubilee Centre or the Recreation Ground pavilion should be put forward for consideration as possible polling stations for Aylsham south.

16. To Receive Update on IT Improvement Programme

The Maintenance Manager and his team have managed to secure a route through the basement of the Town Hall, which means that the proposed boiler and server room can be connected more simply than having to bring the wiring up from the basement, through the first floor and back down again. Accurate measurements can now be taken to obtain a final price for materials and a listed building planning application submitted for the internal works due to the risers required.
After a query from Mary Evans, it was confirmed that payment of £750 + VAT per month was being made to secure ongoing IT support and the progression of phase 2 of the IT improvement project, until 31st March.
Further consideration was required as to the security of the archives material and how the Town Council can support this function. Mary Evans will make contact with the Honorary Archivist to discuss further and the Clerk will place on the next agenda.

17. Committee Reports

a) Aylsham Climate Emergency (ACE)

i) To receive the minutes of 5th October and ratify decisions made

The minutes of the ACE meeting of 5th October were received. There were no decisions that required ratification.

b) Planning Committee

i) To note the Minutes of the Planning Committee meeting of 8th October 2026

The minutes of the Planning committee meeting of 8th October 2026 had been circulated and were ***noted***.

c) Visit Aylsham

i) To receive the notes of the Meeting of 21st October 2026

The notes of the meeting of 21st October had been circulated. It was raised that there was a problem with the Town Council website in that the links to some of the councillor bio pictures had broken. Mitchell Philpott offered to remedy and appealed for up to date profile pictures and bios from councillors.

ii) To Consider Digital Signage Proposal

The digital signage proposal had been circulated. The Clerk reported that a grant for £5,000 had been approved from the Love Your Market Town Fund for this project, however the project total was £6,500. It was agreed to proceed with the project for the benefit of local people and businesses to raise awareness of local events.

d) Cittaslow

i) To note the Minutes of the Meeting of 20th October 2026

The minutes of the Cittaslow Committee meeting on 20th October had been circulated and were ***noted***.

ii) To consider report on the future of running Cittaslow Aylsham

Patrick Prekopp reported that Cittaslow UK is still looking at the accounts to see what remains after it has been established how much is owed to Italy. It had been established that town and parish councils are not able to benefit from any money that remains in Cittaslow UK in accordance with the rules associated with the asset lock. Any remaining money has to be passed to a group with the same objectives as Cittaslow. Suggested options for further discussion will be as follows:

- Aylsham Town Council takes on the CIC
- Aylsham Town Council takes on Cittaslow without the CIC
- Cittaslow is handed over to another organisation to run.
- Cease Cittaslow membership.
- Negotiate with Italy to wipe the slate clean and start Cittaslow from afresh.

e) Staffing Committee

i) To note the Minutes of the Staffing Committee of 19th October 2026

The Staffing Committee minutes of 19th October 2026 had been circulated and were ***noted***.

ii) To consider ongoing contract with CHRGS for HR support

Correspondence had been circulated from CHRGS regarding the current contract with the Town Council coming to an end. CHRGS had offered to extend the contract for a further five years at £1650 per year (held at the current price). This was ***agreed***.

f) Property Committee

i) To note the minutes of the committee meeting held on 13th October 2026

The Property Committee minutes of 13th October 2026 had been circulated and were ***noted.***

ii) To note urgent health and safety repairs for Town Hall roof

It was ***noted*** that £1,870 had been authorised for urgent roof repairs to the Town Hall to make safe slipped slates. This was done under delegated authority (financial regulation 5.19).

iii) To receive successful boiler quotation and agree additional expenditure

It was reported that the procurement panel had met to discuss the tenders received and provided a recommendation to the Property Committee to appoint a contractor to replace the Town Hall boiler. This recommendation was accepted, however there was a shortfall of £2,238.37 in the boiler EMR. It was agreed to transfer £2,238.37 from the cemetery EMR to the boiler EMR to resolve this shortfall.

iv) To consider quotes for sand and reseal of hall floor and appoint contractor

Three quotes had been received, however the money set aside in the repairs and maintenance budget had been used over the year for various roof repairs. It was ***agreed*** to add this maintenance item to a larger refurbishment project as detailed in item 17f(v).

v) To consider feasibility study into hall improvement and refurbishment

A proposal had been put forward for an ambitious refurbishment of the Town Hall, to incorporate:

- Window replacement
- Roof insulation
- Renewable energy on the mansard roof, in the form of solar panel or solar slates
- Improved insulated doors
- Disability access to the first floor
- Step free access from the exterior to the interior.
- Step free access to the green room.
- Improved LED lighting

These improvements appear to be conducive with the areas of support provided by the Heritage Lottery fund. As these areas are beyond the expertise of the Town Council staff, it was ***agreed*** that enquiries would be made of project managers to establish charges for professional project management. These charges would be built into the funding application.

iv) To consider cost of memorial repairs

A quote of £650 had been received to repair 8 memorials which were deemed as a health and safety risk and the families had not been able to be contacted. This was ***accepted*** and a charge will be put on each grave so that no further interments or memorial inscriptions can be made until the charge is settled. The funding for this will come from the cemetery repairs and maintenance fund (£226.55) and the cemetery driveway fund (£423.45).

h) Churchyard Committee

i) To note the minutes of the churchyard committee held on 14th October 2026

The minutes of the churchyard committee meeting held on 14th October 2026 had been circulated and were ***noted*** by the council.

ii) To Agree Procurement Panel for Church Wall Tenders

It was ***agreed*** that the procurement panel would consist of Gordon Clarke, Kevin Cunnane and Jon Minns, with officer support from Gavin Watson and Andy Bell. The Clerk will also

seek the opinion of the Town Council's consultant who assisted with the tender specification. The Clerk will arrange the panel between 19th November (the tender close date) and 30th November (when the churchyard committee next meets).

h) Christmas Lights Committee

i) To note the Minutes of the Christmas Lights Committee meeting of 8th October 2026 and receive verbal report of the meeting of 29th October 2026 and fund raiser on 31st October

The minutes of the Christmas Lights Committee meeting on 8th October had been circulated and were ***noted***. It was reported that the fund raising event was not as well attended as had been hoped. Money was made for the Christmas Lights fund, but this came at considerable effort from the facilities staff.

i) Events Committee

j) To note the Minutes of the Events Committee Meeting of 21st October 2026

The minutes of the Events Committee meeting on 21st October had been circulated and were ***noted***. Patrick Prekoppp provided an update on the proposed Makers Market in that the organiser would not be going ahead due to concerns about parked cars in the Market Place.

k) Transport group

i) To Receive Update from Transport Group meeting of 26th October 2026

The proposal for the Soame Pump had already been discussed under item 11d. Kay Montandon reported that a proposal for Red Lion Street was also being worked up.

18. To Note Items for Information or Future Agendas

Support for the archives
Date for budget meeting
Neighbourhood Plan working group report

19. To Confirm the Date of the Next Meeting as Wednesday 2nd December 2026 and Strategy Meeting on 9th November

These were ***agreed***.

It was agreed to suspend Standing Order 17n to allow the meeting to extend over 2 hours

20. Closure of the Meeting to the Press and Public

To consider a resolution under the public bodies (admission to meetings) act 1960 to exclude the press and public for the duration of item 21 view of the confidential nature of the business to be transacted

This was ***agreed*.**

The Meeting was closed to the Press and Public

21. Confidential Staffing

a) To Consider Christmas Staffing Arrangements

It was ***agreed*** that all arrangements will be in accordance with staff contracts.

b) To receive correspondence from Tribunal Service

The correspondence had been circulated and was ***noted***.

The Meeting was Reopended to the Press and Public

There being no further business to transact, the meeting closed at 9.10pm

_____Signed _____Date

DRAFT

AYLSHAM TOWN COUNCIL
CO-OPTION POLICY

This Co-Option Policy is the procedure to follow when a casual vacancy occurs at Aylsham Town Council.

1. The Town Council must give public notice of the casual vacancy as soon as practicable after it is deemed to have occurred (in accordance with s232 of the 1972 Local Government Act). The Town Clerk will inform Election Services at Broadland District Council who will supply the necessary notice. These notices will be placed on the Town Council website, noticeboards and Social Media accounts.

2. A notice of casual vacancy allows for 10 people on the electoral register to request, in writing to the proper officer of the principal authority, that an election by held. Should this happen, a by-election must be held (unless an ordinary election is due within the next six months).

3. If no request to hold a by-election is forthcoming, Town councils are permitted to exercise the power to co-opt a person on to the council to fill a casual vacancy. Although seeking 'expressions of interest' is not a legal requirement, it is recommended that Councils always give public notice of vacancies because this makes the process of co-option open and transparent and should attract more potential candidates.

4. Whenever the need for co-option arises, the Town Council will advertise the vacancy to seek and encourage 'expressions of interest' by a specified date from anyone in the parish who is eligible to stand as a Town councillor. All potential candidates will be requested to put their request for consideration in writing with the following additional information: -

    a) Reason for wishing to be Councillor

    b) Relevant Community/Council work

    c) Other skills they can bring to the Council.

5. At the next suitable Full Council meeting:

    a) The clerk to confirm that each candidate is qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80. Due diligence should be carried out to ensure that the information given by the applicant is correct.

    b) The candidate must be in attendance at the meeting.

    c) Chairman to invite candidates an opportunity to speak and to allow members the chance to ask questions of the candidates.

    d) The chairman will be able to adjourn the meeting for private consultation if this is required. This could be to determine the suitability of the candidates.

    e) The meeting will vote on the acceptability of each candidate for co-option. If there are more applicants than vacancies there should be a signed ballot. An absolute

majority vote is required for each candidate from all members present and entitled to vote (LGA 1972 Sch. 12. Para 39). One person will be chosen for each vacancy.

6. Once chosen the co-opted members may join the meeting.
7. The Clerk will notify Electoral Services of the new councillor appointment, initiate 'Acceptance of Office' paperwork and advise the co-opted member of her/his obligations with regard to registration of interests.
8. If no one accepts the vacant post(s), the whole process is to be repeated when new individuals expressing interest are identified or until the next election.
9. The same process will be filled to co-opt members following an ordinary election after which vacancies remained.
10. This policy will be reviewed every two years or as legislation changes.

The attached form will be used as the basis of ascertaining a candidate's suitability to put his or herself forward for co-option.

Adopted December 2020
Reviewed July 2022
Next Review July 2024

APPLICATION FOR THE ROLE OF COUNCILLOR ON AYLSHAM TOWN COUNCIL

Full name	
Home address Inc. Postcode	
Telephone number	
Mobile number	
Email	

Legal qualifications for being a town councillor.

(To qualify you must be able to answer 'Yes' to both of the questions below)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country?	Yes/No.
Are you 18 or over?	Yes/No.

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

Are you on the electoral register for the parish of Aylsham?	Yes/No
Have you lived either in the ward of Aylsham, or within three miles of its boundary, for at least a year?	Yes/No
Have you been the owner or tenant of land/property in the ward of Aylsham for at least a year?	Yes/No
Have you had your only or main place of work in ward of Aylsham for at least a year?	Yes/No.

DISQUALIFICATIONS

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

Are you the subject of a bankruptcy restrictions order or interim order?	Yes/No.
Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	Yes/No.
Are you disqualified by order of a court from being a member of a local authority?	Yes/No.

Please briefly outline of why you are interested in being a Town Councillor.

Please tell us something about the life experience you will bring to the Council, for example, previous local government experience, work in the voluntary or charitable sector, business or trade union experience.

Please tell us something about the skills you feel you will bring to the Council, for example, professional qualifications, financial or project management expertise.

Are there any questions you would like to ask the council?

Please note that the majority of Council meetings are held in an evening and, unfortunately, under present legislation the Town Council is not permitted to contribute to the cost of councillors' childcare or care of dependents.

Please type your name below or sign if you are submitting a hard copy and return to townclerk@aylsham-tc.gov.uk or
Aylsham Town Council, Town Hall, Market Place Aylsham, NR11 6EL

If you wish to speak to the Town Clerk please ring 01263 733354

Signed

Date

Item 9

Clerk's Report for the Meeting of 2nd December 2026

ITEM	COMMENTS
Town Hall	Action points from Fire Risk Assessment seen by Property Committee. Clerk and Maintenance manager to action – escalated as a result of Fire Warden Training Town Hall Refurbishment – Possible consultants approached to provide proposals. Urgent works authorised for 2 dislodged slates on Town Hall roof – works programmed in for w/c 23/11 Premises license – Hirers been advised that license will cease on 31/03/27 and impact this will have.
23 Market Place	Roof slate replaced but other areas where tiles have slipped require further works. A quote has been requested. Condition of whole roof raised as a concern. Contractor has provided advice on new lease. This has been agreed by the property committee. Solicitor quote agreed.
Cemetery Cottage	Forward plan for repairs and maintenance received. Contractors approached for price to address damp.
Cemetery	Concerns raised over the number of informal edgings that have been installed around graves. To be addressed. Burial procedures to be reviewed. Topple testing completed in new area, to be completed in old area.
Cittaslow	See item under Cittaslow committee
Allotments	Review of arrangements for closure of Norwich Road to take place. Application has been made to the secretary of state and NAS contacted. Aged minutes have been reviewed to ensure these allotments were always intended to be temporary. Planning team has advised that area use class is allotments rather than cemetery.
Churchyard	Planning permission with conditions granted Church Wall planning application Boundary wall notices will be required to be issued. Procurement Panel to put recommendations to the churchyard committee for repair works on 30th November. All funding now received for Memorial Garden project. Faculty required for plaques. Manual topple test of gravestones now completed. Reports of antisocial behaviour and rough sleeping. Request put into Sgt Marrison to request advice from the police architectural liaison officer (11/08) chased (08/10). No response to date.
Market Place	Broadland Council agreed that there were duplicate licences for the market place. A credit note will be issued.

Markets	Funding from LYMT declined for market place Wi-fi. Visit Aylsham working group wish to seek alternative funding sources to take this project forwards.
Jannys Close Community Garden	Historical information to be sought to enable land registration. Correspondence from 2015 suggests a payment made from the Community Gardens, of their maintenance fund, to the Town Council. To investigate further, although this is unlikely to be enough for proof of ownership.
Sapwell Close	Land registry have asked for historic records regarding Town Council maintenance and whether the Town Council can prove the installation of the metal barriers.
Staithe	No matters to report
"Little Staithe"	No matters to report
Highways	Collapsed gullies on Penfold Street have had a temporary repair, but will be completed when Penfold Street is resurfaced (expected 2027).
Paupers Graveyard	Reports that area is continued to be used as a dog exercise area, after reopening in April. Request put into Sgt Marrison to request advice from the police architectural liaison officer. No response received to date.
Norfolk Homes large area off Mileham Drive	Maintenance team to action matters identified in RoSPA report. To prioritise gates and safety matting repairs. Green infrastructure project in place approved, to plant up when weather is suitable for growth (anticipated November).
Recreation Ground	There remains a problem with transferring the electricity contract for the pavilion to the Recreation Ground committee. Deputy Clerk has taken this up.
St Michael's Way	Maintenance team to action matters identified in RoSPA report. Investigations into overgrown vegetation impaction resident (hedging and TPO tree). Clerk and groundsman to investigate.
Car Parks	Still one street light out on the Buttlands. Reported to contractor. Broadland Council has installed signs to remind people using the car parks that only cars with valid MOTs/Insurance/ tax are permitted.
Street Lighting	Resolution of reconnection of lights on Sir Williams Lane is still ongoing. Advice sought from new contractor who will look to price a solar alternative that could be trialled. 6 light solution above budget – seeking less lights to test the technology. Vehicle strike on street light on Church Terrace / Penfold street – currently collating information for insurance claim. Traffic management required due to the location.
Public Toilets	No matters to report
COMMA/Archives	Digital support for archives being progressed.
Litter & Dog Waste Bins	No matters to reports
Bus Shelters	Application for new Bus shelter on Gashouse Hill was successful in receiving 80% funding. PO now received – clerk to chase for groundworks

	to be completed (anticipated 2027). Highways agreed that the work is on their programme but haven't given a time frame for completion. Application for new Bus shelter on Norwich Road, outside Market surgery was successful in receiving 80% funding. PO received – shelter due to be installed on 25th November 2026 Clerk contacted Norfolk Homes over a temporary shelter on Norwich Road. Advised 'Sadly, we can't install a temporary shelter on land that isn't ours and that isn't agreed as part of the Section Agreements for the highway works. I will, however, have a chat our Site Manager, to see if there is anything, even small, we can do to help. However, sadly, we are so restricted in regard to this.' Suggest this could be part of a new policy in the Neighbourhood Plan to prevent a similar issue in the future?
Pump	Streetlight strike has impacted electricity supply to pump used for Christmas lights.
Pillboxes	To review land registry for Norwich Road Pill box.
War Memorial	No matters to report
Drill Hall	Clerk and Maintenance manager to action items from Fire Risk Assessment New licence for the Dance school yet to be agreed. Premises license – Hirers been advised that license will cease on 31/03/27 and impact this will have. Hirer contract to be reviewed.
SAM2 and Community Speed Watch	CSW to be placed on website. Appeal for help made on social media.
Vehicles	No matters to report
IT Project	See agenda item
Councillor Chats	To be arranged
Other Matters	Members are encouraged to respond to Norfolk County Council 's budget consultation: https://norfolk.citizenspace.com/consultation/have-your-say-2027-28-budget-consultation/
Future Meetings	7th December – 7pm – Aylsham Climate Emergency (ACE) 8th December – 2pm – Property Committee 9th December – 9am – Town Council Strategy meeting 6th January 2027 – 7pm – Full Council 11th January 2027 – 2pm - Staffing

Meeting of Aylsham Town Council – 2nd December 2026

Item 10 - Capital and CIL Projects

Potential capital projects that CIL / Section 106 funds may be used for:

Recreation and Play

- **a.** Inclusive play equipment at the recreation ground.
- **b.** Skate/Wheel Park. *Clerk attended the Dereham Town Council consultation regarding their skate park upgrade. Consultant recommended visiting Activity First as a starting point (https://www.activityfirst.org/). Recreation Ground is also liaising with residents.*
- **c.** New Pavillion for the Recreation Ground. ***Mitchell Philpott has made contract with representatives of the Recreation Ground committee to discuss further.***
- **d.** Sports and Fitness Provisions. *Clerk and Tim Briscoe to attend conference funded by Sport England 12th October.* ***Possibility of utilising the Sport England Movement Fund for circuit around Mileham Drive – Clerk has contacted the local resident/sports coach to discuss further***
- **e.** Surfacing of Mileham Drive MUGA – *prioritised by Property committee. Article went out in Just Aylsham in consultation with some constructive responses received. All contributions have been acknowledged and advised that a further electronic consultation will take place, but it will be after the Household Survey so as not to confuse the two. Possible £13K S106 available from the Hungate Street development to start fund and attract match funding. Electric consultation to launch after the Household Survey has concluded.* ***Online survey has now been launched as an extension to the survey run in Just Aylsham***
- **f.** Surfacing of Mileham Drive Play Area - prioritised by Property committee. Maintenance team are looking at some patch repairs (rubber crumb and resin) to try to increase the longevity of the current surfacing, but a full resurface may be required in due course. ***Patch repairs completed at Wymer Drive and part of St Michaels. Other areas to follow***

Highways

- **a.** Transport Hub. *Meeting with Norfolk Homes. Advised to create a clean tender and then NH will look to assist with what is available at then time. Need to get quotes for tender documents.*
- **b.** Aylsham Traffic Strategy.
- **c.** Road Safety at Burgh Road – Zebra Crossing. To be completed by Norfolk County Council Highways.

Local Amenity

- ***a.*** Bank Barn. *Planning application now reflects the barn rather than private housing. Application has been reduced from 11 residential dwellings to 9 thus falling outside the scope of s106 obligations. The Town Council has responded to the application as follows "The Town Council notes the reduction of residential dwellings from 11 to 9, which would reduce the s106 obligations of*

the applicant. Should the LPA be minded to grant permission, the town council would request a condition to safeguard against piecemeal development, in that should any additional building in the control of the applicant/developer (a blue line plan has not been submitted) be converted to a C3 dwelling, this should be classed as cumulative to this application and so subject to s106 obligations as a 10+ dwelling development. This would include the storage barn and the conversion of any of the three proposed commercial units to residential use"
No update on planning application, with the exception of an updated plan to clarify that the barn does not form part of the planning application.
Unable to call in planning application, however planning officer has been asked for the reason why a blue line boundary plan has not been submitted.
Applicant has advised that Bank Barn is not in their ownership. According to Land Registry the land and buildings have not changed hands since 05/07/2006 (although there can be delays with land registry). Unfortunately, the title plan is not available online and would have to be applied for manually.
No update on application. Clerk has chased planning officer
Barclays Bank Planning Application

b. Community Lending Library. *Clerk to meet with representatives from Broadland Council to move forward a project for a 'Library of Things' Productive Meeting. Broadland Council to arrange an onsite meeting with provider of lockers to consider prospective locations.* Neither the Town Hall nor the two car parks have been deemed suitable for the project – alternative suggestions encouraged. Suggestions of either Budgens car park or the Sports Hub car park have been sent to Broadland Council. If they are feasible, to approach landowners.
No update

c. Market Place Greening. Grant application put in as part of Norfolk High Street Matters fund declined

d. Multifunction Information Centre / Community Building space

e. Council Building Disability Access Audit. ***Being raised with potential consultants as part of a possible larger refurbishment project for the Town Council***

f. Town Council Waste Management. Food waste collections need to be in place by 31st March 2027 in line with Simpler Recycling legislation

Other

a. Neighbourhood Plan (£30,000 of CIL allocation agreed, £27,585.10 remaining)

Visit Aylsham group considering reapplying for a Bank Hub. Information on cash access on their website isn't accurate. Public consultation to be considered.

Meeting of Aylsham Town Council - 2nd December 2026

Item 11 – Highways

a) To receive update on Transport Hub

The Clerk will obtain quotes to create the specification for tender.

b) To received update on A140 speed reduction proposals

Norfolk County Council Cabinet Member for Highways, Tom Dickerson, has reiterated his support for the speed limit to be lowered to 40mph as opposed to 50mph. A decision has yet to be made on the scheme,

Aylsham Town Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 24/11/2026			
	Cash in Hand 01/04/2026			404,675.93
	ADD			
	Receipts 01/04/2026 - 24/11/2026			931,364.01
				1,336,039.94
	SUBTRACT			
	Payments 01/04/2026 - 24/11/2026			484,548.05
A	**Cash in Hand 24/11/2026** (per Cash Book)			**851,491.89**
	Cash in hand per Bank Statements			
	Petty Cash	24/11/2026	0.00	
	01 Barclays Current Account	24/11/2026	39,337.17	
	02 Barclays Active Saver	24/11/2026	481,773.75	
	Public Sector Deposit Fund	24/11/2026	127,703.44	
	Shawbrook - Issue 7 Fixed Bond	24/11/2026	95,117.07	
	Redwood Savings Account	24/11/2026	107,555.12	
				851,486.55
	Less unpresented payments			-5.34
				851,491.89
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**851,491.89**
	A = B Checks out OK			

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

01 General Purpose		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
1	Precept	136,520.00	136,588.00												
2	Bank Interest /Charge	12,000.00	10,656.96		160.46	10,000.00	6,384.34		6,384.34	300.00	142.28		142.28		
3	CIL		29,536.52												
4	Marquee		294.27	1,371.22	1,371.22	50.00				100.00					
6	Other Income														
7	Staff Costs			87,071.00	95,803.49										
10	Office Expenses (Gen			13,000.00	20,835.06					900.00	668.61		668.61		
11	Staff Training			1,000.00	971.00					3,000.00	1,590.52		1,590.52		
13	Equipment		100.00	500.00	539.49					2,500.00	1,653.17		1,653.17		
14	Advertising			500.00	1,360.00					4,200.00	2,730.00		2,730.00		
15	Audit Fees			2,200.00	1,735.00					2,500.00	575.00		575.00		
16	Election			500.00						2,000.00					
17	Subscriptions & Memb			3,100.00	3,666.19					4,000.00	1,874.33		1,874.33		
18	Professional Fees			2,500.00	4,175.00					3,000.00	704.00		704.00		
19	Insurance		30.39	11,800.00	13,520.05					15,000.00	16,079.79		16,079.79		
20	Chairman's Allowance			250.00	229.55					500.00					
21	Climate Change		6,918.94	5,000.00	1,110.83		956.84		956.84		304.57		304.57		
22	Cittaslow		737.00	1,500.00	1,608.67					1,500.00					
23	Traffic Group														
24	Youth Project														
25	Communications									2,000.00					
26	Van		307.43	6,600.00	7,342.26					5,217.56	3,555.33		3,555.33		
27	Miscellaneous		30.00	500.00	119.08					250.00	17.99		17.99		
28	Councillor Training			500.00	516.00					1,000.00	56.00		56.00		
29	Archive			250.00						250.00					
30	SAM2			700.00	30.00					500.00	9.10		9.10		
161	Christmas Lights Infas		964.33	2,000.00	2,505.79	1,000.00	737.00		737.00	1,500.00	59.62		59.62		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

162	VAT											
163	Legal Expenses			2,500.00	1,195.52				3,500.00	1,500.00	1,500.00	
176	Skate Park Fundraisin											
178	Staff Uniform / PPE				893.84				750.00	665.79	665.79	
181	Repairs & Maintenanc			4,000.00	3,595.16				4,000.00	329.01	329.01	
190	Warm Spaces											
196	Credit											
199	Community Speedwat				10.23							
200	CIL 2025/26		4,415.68				27,019.28		27,019.28			
205	ACE Film Screening		893.50		224.25		158.33		158.33		261.50	261.50
207	CCTV			3,000.00	2,615.00							
216	Telephone and Broadb								7,734.00	5,083.00	5,083.00	
217	Office Software								8,500.00	6,203.81	6,203.81	
218	Printing and Secure D								2,250.00	1,676.30	1,676.30	
219	IT Support								223.00	31.18	31.18	
220	Website (Town Counci								499.00	338.47	338.47	
221	Stationery & Postage								1,000.00	480.42	480.42	
233	CIL 26/27						145,111.87		145,111.87			
	SUB TOTAL	**148,520.00**	**191,473.02**	**150,342.22**	**166,133.14**	**11,050.00**	**180,367.66**		**180,367.66**	**78,673.56**	**46,589.79**	**46,589.79**

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
02 Town Hall		**Receipts**		**Payments**		**Receipts**				**Payments**				**Receipts**	**Payments**
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
41	Other Income														
42	Storage Rent	1,500.00	1,325.00			1,300.00	475.00		475.00						
43	Curtains	500.00				100.00									
44	Hirings - Town Hall	20,000.00	23,137.08		142.00	20,250.00	11,059.35		11,059.35						
45	Staff Costs			37,050.00	40,446.83										
48	Utilities			8,000.00	15,080.30					15,000.00	7,647.19		7,647.19		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

49	Rates			17,800.00	18,602.72				19,000.00	16,603.14		16,603.14	
50	Cleaning/Sanitary/Refi			8,500.00	7,791.97				9,000.00	5,228.54		5,228.54	
51	Repairs & Maintenanc			5,000.00	3,359.51				17,600.00	10,244.25		10,244.25	
52	Licensing			500.00	1,356.28				1,500.00	807.04		807.04	
53	Furniture			500.00	94.91				500.00	255.74		255.74	
164	Pest Control			300.00	185.00				300.00				
165	Incidentals			100.00					100.00	14.94		14.94	
183	Precept	45,750.00	45,750.00										
194	Boiler Reserve												
195	Boiler Reserve	10,000.00		20,000.00									
225	Defib								1,850.00				
	SUB TOTAL	**77,750.00**	**70,212.08**	**97,750.00**	**87,059.52**	**21,650.00**	**11,534.35**	**11,534.35**	**64,850.00**	**40,800.84**		**40,800.84**	

03 Drill Hall

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
61	Storage Rent	800.00	545.00			650.00	400.00		400.00						
62	Hirings - Drill Hall	33,000.00	38,427.00			34,000.00	27,716.50		27,716.50						
63	Staff Costs			41,435.00	45,407.67										
66	Broadband			600.00	600.00					650.00	400.00		400.00		
67	Utilities			10,000.00	11,785.40					13,000.00	5,418.08		5,418.08		
68	PWLB			18,300.00	18,009.77					18,000.00	8,896.48		8,896.48		
69	Rates		4,030.21	5,500.00	3,493.00					3,750.00	3,292.80		3,292.80		
70	Cleaning/Sanitary/Refi			3,500.00	2,717.73					4,000.00	2,018.21		2,018.21		
71	Repairs & Maintenanc			1,000.00	3,521.28					2,000.00	610.88		610.88		
72	Licensing			150.00	244.50					1,000.00					
73	Furniture			500.00						500.00	41.66		41.66		
74	Other Income														
166	Incidentals			250.00	7.47					250.00	216.29		216.29		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

167	Pest Control			250.00	185.00				200.00				
184	Precept	47,690.00	47,686.00										
	SUB TOTAL	**81,490.00**	**90,688.21**	**81,485.00**	**85,971.82**	**34,650.00**	**28,116.50**	**28,116.50**	**43,350.00**	**20,894.40**	**20,894.40**		

04 23 Market Place

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
80	Rent/Insurance	5,600.00	5,675.03			10,000.00	2,477.64		2,477.64						
169	23 Market Place Repa			400.00			1,250.00		1,250.00	10,000.00					
	SUB TOTAL	**5,600.00**	**5,675.03**	**400.00**		**10,000.00**	**3,727.64**		**3,727.64**	**10,000.00**					

05 Cemetery Cottage

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
81	Income	7,000.00	8,049.06			9,600.00	5,600.00		5,600.00						
82	Repairs/Maintenance			500.00	404.07					600.00	133.32		133.32		
203	Miscellaneous														
206	Management Fees				999.79					1,032.00	762.00		762.00		
224	Utilities														
	SUB TOTAL	**7,000.00**	**8,049.06**	**500.00**	**1,403.86**	**9,600.00**	**5,600.00**		**5,600.00**	**1,632.00**	**895.32**		**895.32**		

06 Public Toilets

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
85	Utilities			6,500.00	5,268.35					6,500.00	3,670.35		3,670.35		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

86	Repairs & Maintenanc			400.00	171.76				400.00	239.16		239.16		
87	Sanitary/Refuse/Mater			2,000.00	14.39				2,000.00	1,163.32		1,163.32		
88	Cleaning Contract			9,500.00	9,111.95				2,639.00	4,239.00		4,239.00		
	SUB TOTAL			**18,400.00**	**14,566.45**				**11,539.00**	**9,311.83**		**9,311.83**		

07 Other Properties

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
91	Staff Costs			8,461.00	13,326.21										
94	Other Income	50.00	50.00			50.00	50.00		50.00						
185	Precept	9,000.00	8,962.00												
	SUB TOTAL	**9,050.00**	**9,012.00**	**8,461.00**	**13,326.21**	**50.00**	**50.00**		**50.00**						

08 Cemetery

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
96	Interments	3,000.00	5,245.00			3,100.00	3,386.00		3,386.00						
97	Memorials & Inscriptio	1,000.00	2,330.00		150.00	1,500.00	1,004.00		1,004.00						
98	Exclusive Rights	2,500.00	4,550.00			2,500.00	4,443.00		4,443.00						
99	Staff Costs			22,912.00	24,341.77										
102	Utilities			100.00						100.00					
103	Rates			1,700.00	1,981.19					2,100.00	2,210.00		2,210.00		
104	Drive Maintenance			500.00						500.00					
105	Grounds Maintenance			500.00	175.00										
106	Grass Cutting			3,045.00											
107	Repairs &Maintenanc			500.00	24.16					250.00	23.45		23.45		
108	Equipment Loan (Gras														

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

109	Petrol Costs Grass Cu													
186	Precept	23,755.00	23,758.00											
	SUB TOTAL	**30,255.00**	**35,883.00**	**29,257.00**	**26,672.12**	**7,100.00**	**8,833.00**		**8,833.00**	**2,950.00**	**2,233.45**		**2,233.45**	

09 Allotments

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
111	Rents Received	4,500.00	4,783.78		1.10	4,000.00	4,017.68		4,017.68						
112	Repairs & Maintenanc			500.00	361.73					750.00	110.83		110.83		
113	Grass Cutting			508.00											
114	Staff Costs			34,000.00	31,818.11										
115	Equipment Loan (Gras														
116	Petrol Costs Grass Cu														
118	Rent-National Trust			275.00	300.00					300.00	300.00		300.00		
180	Water			100.00	313.95					200.00	289.57		289.57		
187	Precept	30,880.00	30,884.00												
223	Deposits						671.00		671.00		100.00		100.00		
232	Allotment card charge										2.54		2.54		
	SUB TOTAL	**35,380.00**	**35,667.78**	**35,383.00**	**32,794.89**	**4,000.00**	**4,688.68**		**4,688.68**	**1,250.00**	**802.94**		**802.94**		

10 Markets

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
120	Market Rents	6,000.00	4,837.37		2.03	5,000.00	4,454.75		4,454.75						
121	Farmers Market Rent	3,000.00	643.98			1,200.00	632.06		632.06		1.01		1.01		
122	Rates			1,500.00	1,397.20					1,500.00	784.00		784.00		
123	Repairs/Maintenance/									250.00	43.11		43.11		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

124	Licensing			200.00					200.00				
170	Market Place Sundries			700.00	266.76								
171	Market Place Advertisi												
208	Card Charges Market				2.86		30.00	30.00		36.19	36.19		
	SUB TOTAL	**9,000.00**	**5,481.35**	**2,400.00**	**1,668.85**	**6,200.00**	**5,116.81**	**5,116.81**	**1,950.00**	**864.31**	**864.31**		

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
11 Open Spaces		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
126	Verges Grant		12,084.07	5,243.00		12,100.00	12,591.60		12,591.60						
127	Recreation Ground	9,000.00	1,697.73	66,500.00	45,547.73					51,000.00	40,800.00		40,800.00		
128	Staff Costs	9,000.00	4,500.00	84,375.00	89,135.02										
131	Equipment			4,500.00	2,961.90					5,500.00	1,244.29		1,244.29		
132	Repairs & Maintenanc		332.00	500.00	727.67					600.00	867.59		867.59		
133	In House Grass Reser	15,000.00													
134	Tree Maintenance			15,000.00	9,363.31					15,000.00	4,582.00		4,582.00		
135	St Michaels Developm				430.50					1,000.00	193.00		193.00		
136	Staithe/Old Station Ya				980.00					100.00					
137	Sapwell Close									250.00					
138	Paupers Grave			500.00	58.20					749.00					
139	Mileham Drive				444.00					1,000.00	332.00		332.00		
140	Town Sign/Noticeboar									250.00					
141	Other Green Areas									500.00					
143	Pump									500.00					
144	Equipment Loan (Gras				16,005.00					16,260.00	12,440.00		12,440.00		
148	Petrol costs Grass Cut				2,300.77					2,600.00	2,024.09		2,024.09		
149	Verges - Equipment Lo														
150	Verges - Petrol Costs (														
172	Replacement Furniture			500.00						500.00					

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

188	Precept	159,220.00	159,228.00										
197	Recreation Grounds M		16.00		2,251.00								
	SUB TOTAL	**192,220.00**	**177,857.80**	**177,118.00**	**170,205.10**	**12,100.00**	**12,591.60**		**12,591.60**	**95,809.00**	**62,482.97**		**62,482.97**		

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
12 Events		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
160	General Events		1,826.23	2,000.00	3,562.31	940.00	517.00		517.00	4,100.00	2,194.30		2,194.30		
177	Christmas Events		1,586.19	1,003.00	2,876.84	910.00	1,030.00		1,030.00	2,600.00	655.48		655.48		
191	Events														
231	Card Charges Events										2.69		2.69		
	SUB TOTAL		**3,412.42**	**3,003.00**	**6,439.15**	**1,850.00**	**1,547.00**		**1,547.00**	**6,700.00**	**2,852.47**		**2,852.47**		

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
13 Churchyard		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
142	War Memorial			100.00						250.00					
145	Wall and Footpath Ma		2,000.00	4,000.00	1,541.00										
146	Clock			300.00	280.00					600.00	600.00		600.00		
147	Lychgate			100.00						500.00					
157	Repairs & Maintenanc				1,864.52					550.00	176.65		176.65		
168	Grass Cutting			1,015.00											
182	Grounds Maintenance				172.83		1,730.96		1,730.96		1,092.51		1,092.51		
198	Staff Costs			10,858.00	11,739.17										
201	Precept	16,415.00	16,374.00												

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

SUB TOTAL	**16,415.00**	**18,374.00**	**16,373.00**	**15,597.52**	**1,730.96**		**1,730.96**	**1,900.00**	**1,869.16**		**1,869.16**	

	Last Year 2025-2026				Current Year 2026-2027								Next Year	
14 Street Scene	Receipts		Payments		Receipts				Payments				Receipts	Payments
Code **Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
151 Utilities			10,500.00	11,088.55					11,000.00	5,585.66		5,585.66		
152 Street Lighting Mainte			3,000.00	2,676.12					10,000.00	2,985.26		2,985.26		
153 Street Lighting Inspect			2,000.00	792.00					2,000.00	712.80		712.80		
154 Litter Bins			4,500.00	4,693.00					1,500.00					
155 Bus Shelter		3,139.30		3,925.66					250.00					
156 Replacement Columns			1,500.00						10,000.00					
173 LED Replacement Pro														
174 Bin Installation														
175 Other Repairs			500.00						500.00					
179 Street Furniture			500.00						750.00					
189 Precept	32,500.00	32,500.00												
192 Salix Loan			10,000.00	10,000.00										
SUB TOTAL	**32,500.00**	**35,639.30**	**32,500.00**	**33,175.33**					**36,000.00**	**9,283.72**		**9,283.72**		

	Last Year 2025-2026				Current Year 2026-2027								Next Year	
15 Staff Costs	Receipts		Payments		Receipts				Payments				Receipts	Payments
Code **Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
213 Staff Costs (Admin)									188,537.81	108,012.12		108,012.12		
214 Staff Costs (Maintenar						237.31		237.31	221,467.73	151,290.62		151,290.62		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

SUB TOTAL					**237.31**		**237.31**	**410,005.54**	**259,302.74**		**259,302.74**		

16 Precept

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
215	Precept					627,715.00	627,715.00		627,715.00						
	SUB TOTAL					**627,715.00**	**627,715.00**		**627,715.00**						

17 Visit Aylsham

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
209	Visit Aylsham - Websit		1,000.00	1,606.00	2,408.00					1,498.00	537.40		537.40		
234	Market Promotion					1,493.50	1,493.50		1,493.50	1,493.50	1,493.50		1,493.50		
235	Visitor Attractions					4,659.00	4,659.00		4,659.00	5,109.00	4,550.18		4,550.18		
236	Communications - Visi									7,354.44	3,285.84		3,285.84		
	SUB TOTAL		**1,000.00**	**1,606.00**	**2,408.00**	**6,152.50**	**6,152.50**		**6,152.50**	**15,454.94**	**9,866.92**		**9,866.92**		

Earmarked Reserves

		Last Year 2025-2026				Current Year 2026-2027								Next Year	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	**Title**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Actual**	**Forecast**	**Total**	**Budget**	**Budget**
5	Recycling Credits/Bott		2,238.59		393.84		518.29		518.29		207.04		207.04		
117	Allotment Deposits		1,425.00		691.69		500.00		500.00		500.00		500.00		
193	Grants and Donations			344.14	844.14		100.00		100.00						
202	Transport		10,000.00		10,486.65						1,807.50		1,807.50		
204	ACE - Pallet Fund				884.22						241.55		241.55		

Aylsham Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2026 and 26/11/2026)

210	IT Improvement Projec			7,203.60		82.00	82.00		10,618.35	10,618.35
211	EMR Green Infrastruct			227.55					2,290.44	2,290.44
212	EMR Neighbourhood F			1,035.70					1,639.20	1,639.20
222	Church Wall Reserve								695.21	695.21
226	Building Inspection To								2,250.00	2,250.00
227	Building Inspection Dri								2,250.00	2,250.00
228	Building Inspection Ce								900.00	900.00
229	Building Inspection 23								1,350.00	1,350.00
230	Building Inspections P								700.00	700.00
	SUB TOTAL		**13,663.59**	**344.14**	**21,767.39**		**1,200.29**	**1,200.29**	**25,449.29**	**25,449.29**

Summary

TOTAL	**645,180.00**	**702,088.64**	**655,322.36**	**679,189.35**	**752,117.50**	**899,209.30**	**899,209.30**	**782,064.04**	**493,500.15**	**493,500.15**

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Cost Centre 01 General Purpose

Code Number 2 Bank Interest /Charges

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
680	04/11/2026			01 Barclays Curren	COMMISSION F	Bank Charges	Barclays Bank plc	Z	17.64		17.64
							Subtotal for Code: Bank Interest /Charges		£17.64		£17.64

Code Number 14 Advertising

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
713	10/11/2026	2026-2027/453		01 Barclays Curren		Advertising	Just Regional	S	210.00	42.00	252.00
							Subtotal for Code: Advertising		£210.00	£42.00	£252.00

Code Number 18 Professional Fees

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
734	16/11/2026	2026-2027/359		01 Barclays Curren	ZA085320 DDR	Data Protection fee	Information Commissioner's Office	Z	47.00		47.00
							Subtotal for Code: Professional Fees		£47.00		£47.00

Code Number 19 Insurance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
742	17/11/2026	2026-2027/363		01 Barclays Curren	AGRI/101827/20	Insurance	Arthur J Gallagher Insurance Brokers	Z	1,736.46		1,736.46
							Subtotal for Code: Insurance		£1,736.46		£1,736.46

Code Number 21 Climate Change

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
694	04/11/2026	2026-2027/374		01 Barclays Curren	16880	ACE	Starlings Transport	S	70.06	14.01	84.07
							Subtotal for Code: Climate Change		£70.06	£14.01	£84.07

Code Number 26 Van

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
751	18/11/2026	2026-2027/475		01 Barclays Curren	SQ2771753	Van	ALD Automotive	S	393.13	78.63	471.76
							Subtotal for Code: Van		£393.13	£78.63	£471.76

Code Number 161 Christmas Lights Infastructure

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
732	11/11/2026	2026-2027/409		01 Barclays Curren	GB6A231SABEI	Repairs & Maintenance	Amazon	S	8.16	1.63	9.79
732	11/11/2026	2026-2027/409		01 Barclays Curren	GB6A231SABEI	Repairs & Maintenance	Amazon	S	9.79	1.96	11.75
							Subtotal for Code: Christmas Lights Infastructure		£17.95	£3.59	£21.54

Code Number 163 Legal Expenses

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
676	02/11/2026	2026-2027/408		01 Barclays Curren	CP/RJM/PMB/AV	Legal Fees	Leathes Prior	S	1,500.00	300.00	1,800.00
							Subtotal for Code: Legal Expenses		£1,500.00	£300.00	£1,800.00

Code Number 181 Repairs & Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
692	04/11/2026	2026-2027/406		01 Barclays Curren	GB62QPVFABE'	Repairs & Maintenance	Amazon	S	4.99	1.00	5.99
692	04/11/2026	2026-2027/406		01 Barclays Curren	GB62QPVFABE'	Repairs & Maintenance	Amazon	S	7.72	1.54	9.26
							Subtotal for Code: Repairs & Maintenance		£12.71	£2.54	£15.25

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Code Number 216 Telephone and Broadband

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
669	30/10/2026	2026-2027/387		01 Barclays Curren	GP01025521-00	Telephone & Broadband	British Telecom	S	415.68	83.14	498.82
678	02/11/2026	2026-2027/431		01 Barclays Curren	33726153M494	Telephone & Broadband	Vodafone	S	44.78	8.95	53.73
755	23/11/2026	2026-2027/477		01 Barclays Curren	Q582087617761	Telephone & Broadband	EE Limited	S	37.00	7.40	44.40
							Subtotal for Code: Telephone and Broadband		£497.46	£99.49	£596.95

Code Number 217 Office Software

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
671	02/11/2026	2026-2027/411		01 Barclays Curren	S8T4BARVXEG	Software	Scribe	S	36.00	7.20	43.20
672	02/11/2026	2026-2027/412		01 Barclays Curren	S8T4BARVXEG	Software	Scribe	S	52.00	10.40	62.40
673	02/11/2026	2026-2027/419		01 Barclays Curren	S8T4BARVXEG	Software	Scribe	S	157.00	31.40	188.40
674	02/11/2026	2026-2027/413		01 Barclays Curren	S8T4BARVXEG	Software	Scribe	S	17.50	3.50	21.00
696	05/11/2026	2026-2027/429		01 Barclays Curren	CARAR5MW-BR	Software	Brightpay	S	5.40	1.08	6.48
701	05/11/2026	2026-2027/439		01 Barclays Curren	80000649615III	Software	Microsoft LTD	S	124.25	24.85	149.10
706	05/11/2026	2026-2027/444		01 Barclays Curren	80000649615III	Software	Microsoft LTD	S	136.08	27.22	163.30
708	05/11/2026	2026-2027/367		01 Barclays Curren	80000649615III	Software	Canva	S	10.83	2.17	13.00
710	05/11/2026	2026-2027/445		01 Barclays Curren	80000649615III	Software	Microsoft LTD	S	11.16	2.23	13.39
							Subtotal for Code: Office Software		£550.22	£110.05	£660.27

Code Number 221 Stationery & Postage

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
683	04/11/2026	2026-2027/400		01 Barclays Curren	INV10033626	Stationery	J B Postle	S	2.92	0.58	3.50
697	05/11/2026	2026-2027/296		01 Barclays Curren	80000649615III	Postage	Royal Mail	Z	5.00		5.00
698	05/11/2026	2026-2027/437		01 Barclays Curren	80000649615III	Stationery	The Bus Stop	S	2.67	0.53	3.20
703	05/11/2026	2026-2027/440		01 Barclays Curren	80000649615III	Postage	The Post Office	E	9.00		9.00
709	05/11/2026	2026-2027/442		01 Barclays Curren	80000649615III	Postage	The Post Office	E	7.11		7.11
							Subtotal for Code: Stationery & Postage		£26.70	£1.11	£27.81
							Subtotal for Cost Centre: 01 General Purpose		5,079.33	651.42	5,730.75

Cost Centre 02 Town Hall

Code Number 48 Utilities

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
663	28/10/2026	2026-2027/393		01 Barclays Curren	10347740001 DI	Electricity	Engie Gas Limited	S	72.01	14.40	86.41
664	28/10/2026	2026-2027/420		01 Barclays Curren	10347741001 DI	Electricity	Engie Gas Limited	S	639.84	127.97	767.81
							Subtotal for Code: Utilities		£711.85	£142.37	£854.22

Code Number 49 Rates

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
737	16/11/2026			01 Barclays Curren	01 115877372 D	Rates	Broadland District Council	Z	7,901.00		7,901.00
738	16/11/2026			01 Barclays Curren	01 115928213 D	Rates	Broadland District Council	Z	257.00		257.00
739	16/11/2026			01 Barclays Curren	01 115973491 D	Rates	Broadland District Council	Z	144.00		144.00
							Subtotal for Code: Rates		£8,302.00		£8,302.00

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Code Number 50 Cleaning/Sanitary/Refuse

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
681	04/11/2026	2026-2027/385		01 Barclays Curren	0005091276	Cleaning/Sanitary/Refuse	Nisbets	S	2.49	0.49	2.98
682	04/11/2026	2026-2027/399		01 Barclays Curren	0005091276	Cleaning/Sanitary/Refuse	Nisbets	S	40.78	8.15	48.93
693	04/11/2026	2026-2027/401		01 Barclays Curren	GB60E0RDVW)	Cleaning/Sanitary/Refuse	Amazon	S	16.50	3.30	19.80
699	05/11/2026	2026-2027/306		01 Barclays Curren	80000649615III!	Cleaning/Sanitary/Refuse	Express Cleaning Supplies	S	119.40	23.88	143.28
702	05/11/2026	2026-2027/327		01 Barclays Curren	80000649615III!	Cleaning/Sanitary/Refuse	Tesco	S	6.90	1.38	8.28
753	23/11/2026	2026-2027/405		01 Barclays Curren	A24418 DDR	Cleaning/Sanitary/Refuse	Biffa Waste Services Limited	S	382.80	76.56	459.36
						Subtotal for Code:	Cleaning/Sanitary/Refuse		£568.87	£113.76	£682.63

Code Number 51 Repairs & Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
685	04/11/2026	2026-2027/403		01 Barclays Curren	ATC02	Repairs & Maintenance	Stacatruc	S	135.00	27.00	162.00
691	04/11/2026	2026-2027/388		01 Barclays Curren	GB62QPULABE'	Cleaning/Sanitary/Refuse	Amazon	S	5.77	1.15	6.92
732	11/11/2026	2026-2027/409		01 Barclays Curren	GB6A231SABEI	Repairs & Maintenance	Amazon	S	13.29	2.66	15.95
732	11/11/2026	2026-2027/409		01 Barclays Curren	GB6A231SABEI	Repairs & Maintenance	Amazon	S	32.72	6.54	39.26
732	11/11/2026	2026-2027/409		01 Barclays Curren	GB6A231SABEI	Repairs & Maintenance	Amazon	S	9.16	1.83	10.99
743	17/11/2026	2026-2027/423		01 Barclays Curren	GB62STP0ABE\	Repairs & Maintenance	Amazon	S	32.72	6.54	39.26
						Subtotal for Code:	Repairs & Maintenance		£228.66	£45.72	£274.38

Code Number 52 Licensing

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
744	17/11/2026	2026-2027/454		01 Barclays Curren	01728213SIN35(	TheMusicLicence	PPL PRS Ltd	S	557.04	111.41	668.45
						Subtotal for Code:	Licensing		£557.04	£111.41	£668.45

Code Number 165 Incidentals

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
730	11/11/2026	2026-2027/426		01 Barclays Curren	TTA687	Water Machine	Cooleraid	S	14.94	2.99	17.93
						Subtotal for Code:	Incidentals		£14.94	£2.99	£17.93
						Subtotal for Cost Centre:	02 Town Hall		10,383.36	416.25	10,799.61

Cost Centre 03 Drill Hall

Code Number 66 Broadband

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
655	06/11/2026			01 Barclays Curren		Telephone & Broadband	Intouch	S	-50.00	-10.00	-60.00
695	06/11/2026	2026-2027/435		01 Barclays Curren		Telephone & Broadband	Intouch	S	50.00	10.00	60.00
						Subtotal for Code:	Broadband				

Code Number 67 Utilities

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
666	28/10/2026	2026-2027/394		01 Barclays Curren	10347833001 DI	Electricity	Engie Gas Limited	L	534.45	26.72	561.17
750	18/11/2026	2026-2027/422		01 Barclays Curren	1093525 DDR	Water	Wave	S	59.83	11.96	71.79
750	18/11/2026	2026-2027/422		01 Barclays Curren	1093525 DDR	Water	Wave	Z	69.75		69.75

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

						Subtotal for Code:	Utilities		£664.03	£38.68	£702.71
Code Number	**69 Rates**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
740	16/11/2026			01 Barclays Curren	01 115983434 D	Rates	Broadland District Council	Z	1,646.00		1,646.00
						Subtotal for Code:	Rates		£1,646.00		£1,646.00
Code Number	**70 Cleaning/Sanitary/Refuse**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
752	23/11/2026	2026-2027/404		01 Barclays Curren	A24418 DDR	Cleaning/Sanitary/Refuse	Biffa Waste Services Limited	S	111.74	22.35	134.09
						Subtotal for Code:	Cleaning/Sanitary/Refuse		£111.74	£22.35	£134.09
Code Number	**71 Repairs & Maintenance**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
686	04/11/2026	2026-2027/410		01 Barclays Curren	I31381/AYTOWN	Repairs & Maintenance	S & M Supplies	S	42.00	8.40	50.40
						Subtotal for Code:	Repairs & Maintenance		£42.00	£8.40	£50.40
Code Number	**166 Incidentals**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
729	11/11/2026	2026-2027/425		01 Barclays Curren	TTA688	Water Machine	Cooleraid	S	14.94	2.99	17.93
						Subtotal for Code:	Incidentals		£14.94	£2.99	£17.93
						Subtotal for Cost Centre:	03 Drill Hall		2,478.71	72.42	2,551.13
Cost Centre	**05 Cemetery Cottage**										
Code Number	**206 Management Fees**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
670	30/10/2026	2026-2027/421		01 Barclays Curren	SEQUENCE UK	Management Fees	Sequence	S	86.00	17.20	103.20
						Subtotal for Code:	Management Fees		£86.00	£17.20	£103.20
						Subtotal for Cost Centre:	05 Cemetery Cottage		86.00	17.20	103.20
Cost Centre	**06 Public Toilets**										
Code Number	**85 Utilities**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
665	28/10/2026	2026-2027/395		01 Barclays Curren	10347834001 DI	Electricity	Engie Gas Limited	S	206.94	41.39	248.33
						Subtotal for Code:	Utilities		£206.94	£41.39	£248.33
Code Number	**87 Sanitary/Refuse/Materials**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**	**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
691	04/11/2026	2026-2027/388		01 Barclays Curren	GB62QPULABE	Cleaning/Sanitary/Refuse	Amazon	S	9.98	2.00	11.98
						Subtotal for Code:	Sanitary/Refuse/Materials		£9.98	£2.00	£11.98
						Subtotal for Cost Centre:	06 Public Toilets		216.92	43.39	260.31
Cost Centre	**08 Cemetery**										

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Code Number 103 Rates

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
735	16/11/2026			01 Barclays Curren	01 100870487 D	Rates	Broadland District Council	Z	1,105.00		1,105.00
							Subtotal for Code: Rates		£1,105.00		£1,105.00
							Subtotal for Cost Centre: 08 Cemetery		1,105.00		1,105.00

Cost Centre 09 Allotments

Code Number 111 Rents Received

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
714	13/11/2026			01 Barclays Curren		Allotment deposit	[redacted]	Z	-100.00		-100.00
715	13/11/2026			01 Barclays Curren		Allotment deposit		Z			
716	13/11/2026			01 Barclays Curren		Allotment deposit		Z	-7.50		-7.50
717	13/11/2026			01 Barclays Curren		Allotment deposit		Z			
718	13/11/2026			01 Barclays Curren		Allotment deposit		Z	-25.00		-25.00
719	13/11/2026			01 Barclays Curren		Allotment deposit		Z			
720	13/11/2026			01 Barclays Curren		Allotment deposit		Z	-7.50		-7.50
721	13/11/2026			01 Barclays Curren		Allotment deposit		Z			
722	13/11/2026	2533		01 Barclays Curren		Bank Charges	Sumup	Z	-1.82		-1.82
724	13/11/2026	CR9B		01 Barclays Curren		Allotment deposit	[redacted]	Z	-12.50		-12.50
725	13/11/2026	CR9B		01 Barclays Curren		Allotment deposit		Z			
726	13/11/2026	Refund for Rec		01 Barclays Curren	Refund for Recei	Refund		E	-50.00		-50.00
727	13/11/2026	Refund for Rec		01 Barclays Curren	Refund for Recei	Refund		E			
							Subtotal for Code: Rents Received		£-204.32		£-204.32

Code Number 180 Water

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
668	30/10/2026	2026-2027/381		01 Barclays Curren	1093522 DDR	allotment water invoice	Wave	Z	42.91		42.91
675	02/11/2026	2026-2027/341		01 Barclays Curren	9713700 DDR	allotment water invoice	SES Business	Z	29.29		29.29
							Subtotal for Code: Water		£72.20		£72.20
							Subtotal for Cost Centre: 09 Allotments		-132.12		-132.12

Cost Centre 10 Markets

Code Number 122 Rates

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
736	16/11/2026			01 Barclays Curren	01 100870843 D	Rates	Broadland District Council	Z	392.00		392.00
							Subtotal for Code: Rates		£392.00		£392.00

Code Number 208 Card Charges Market

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
677	02/11/2026			01 Barclays Curren	MDZ PID141508	Sumup Fees	Sumup	Z	0.17		0.17
679	03/11/2026			01 Barclays Curren	T3RMAMW51DV	card fee	Stripe	Z	1.25		1.25

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

711	09/11/2026		01 Barclays Curren	MDZ PID142269	card fee	Sumup		Z	0.85	0.85
712	10/11/2026		01 Barclays Curren	MDZ PID142372	Sumup Fees	Sumup		Z	0.25	0.25
723	13/11/2026	2533	01 Barclays Curren		Bank Charges	Sumup		Z	1.82	1.82
733	13/11/2026		01 Barclays Curren		Sumup Fees	Sumup		Z	0.81	0.81
741	17/11/2026		01 Barclays Curren	MDZ PID143078	card fee	Sumup		Z	0.25	0.25
749	17/11/2026		01 Barclays Curren	MDZ PID143078	card fee	Sumup		Z	0.68	0.68
754	23/11/2026		01 Barclays Curren		card fee	Square		Z	4.43	4.43
757	23/11/2026		01 Barclays Curren	MDZ PID143817	Sumup Fees	Sumup		Z	0.17	0.17
						Subtotal for Code:	Card Charges Market		£10.68	£10.68
						Subtotal for Cost Centre:	10 Markets		402.68	402.68

Cost Centre 11 Open Spaces

Code Number 132 Repairs & Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
686	04/11/2026	2026-2027/410		01 Barclays Curren	I31381/AYTOWN	Repairs & Maintenance	S & M Supplies	S	8.82	1.76	10.58
686	04/11/2026	2026-2027/410		01 Barclays Curren	I31381/AYTOWN	Repairs & Maintenance	S & M Supplies	S	6.16	1.23	7.39
686	04/11/2026	2026-2027/410		01 Barclays Curren	I31381/AYTOWN	Repairs & Maintenance	S & M Supplies	S	5.31	1.06	6.37
705	05/11/2026	2026-2027/340		01 Barclays Curren	80000649615III	Repairs & Maintenance	GLC Products	S	372.00	74.40	446.40
						Subtotal for Code:	Repairs & Maintenance		£392.29	£78.45	£470.74

Code Number 144 Equipment Loan (Grass Cutting)

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
687	04/11/2026	2026-2027/414		01 Barclays Curren	420951/300418	Equipment	Ben Burgess	S	1,555.00	311.00	1,866.00
						Subtotal for Code:	Equipment Loan (Grass Cutting		£1,555.00	£311.00	£1,866.00

Code Number 148 Petrol costs Grass Cutting Equipment

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
700	05/11/2026	2026-2027/438		01 Barclays Curren	80000649615III	Fuel for Mower	Aylsham SF Connect	S	80.57	16.11	96.68
704	05/11/2026	2026-2027/441		01 Barclays Curren	80000649615III	Fuel for Mower	Aylsham SF Connect	S	77.95	15.59	93.54
						Subtotal for Code:	Petrol costs Grass Cutting Equi		£158.52	£31.70	£190.22
						Subtotal for Cost Centre:	11 Open Spaces		2,105.81	421.15	2,526.96

Cost Centre 12 Events

Code Number 160 General Events

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
684	04/11/2026	2026-2027/402		01 Barclays Curren	HEALTHY TOWN	Heathy Town Event	Aylsham Country Market	Z	85.00		85.00
						Subtotal for Code:	General Events		£85.00		£85.00

Code Number 177 Christmas Events

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
689	04/11/2026	2026-2027/417		01 Barclays Curren	0009	Christmas Lights Entertainment	Backtracking Band	Z	560.00		560.00
707	05/11/2026	2026-2027/443		01 Barclays Curren	80000649615III	Road Closure	Norfolk County Council	Z	95.48		95.48

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Subtotal for Code:	Christmas Events	£655.48	£655.48
Subtotal for Cost Centre:	12 Events	740.48	740.48

Cost Centre 14 Street Scene

Code Number 152 Street Lighting Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
690	04/11/2026	2026-2027/416		01 Barclays Curren	11147	Street Lighting Maintenance	Cozens (UK) Ltd	S	195.00	39.00	234.00
728	11/11/2026	2026-2027/428		01 Barclays Curren	INV 11287	Street Lighting Maintenance	Cozens (UK) Ltd	S	195.00	39.00	234.00
						Subtotal for Code:	Street Lighting Maintenance		£390.00	£78.00	£468.00
						Subtotal for Cost Centre:	14 Street Scene		390.00	78.00	468.00

Cost Centre 17 Visit Aylsham

Code Number 209 Visit Aylsham - Website and software

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
748	17/11/2026	2026-2027/427		01 Barclays Curren	GB62SJLJABEY	Visit Aylsham	Amazon	S	4.57	0.91	5.48
						Subtotal for Code:	Visit Aylsham - Website and sof		£4.57	£0.91	£5.48

Code Number 236 Communications - Visit Aylsham

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
688	04/11/2026	2026-2027/418		01 Barclays Curren	ATC-OCT26	Visit Aylsham	Claire Butler Creative Services	Z	836.46		836.46
						Subtotal for Code:	Communications - Visit Aylsham		£836.46		£836.46
						Subtotal for Cost Centre:	17 Visit Aylsham		841.03	0.91	841.94

Cost Centre Earmarked Reserves

Code Number 5 Recycling Credits/Bottle Bank

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
667	28/10/2026	2026-2027/383		01 Barclays Curren	URM UK 100775	Bottle Bank	URM	S	54.85	10.97	65.82
						Subtotal for Code:	Recycling Credits/Bottle Bank		£54.85	£10.97	£65.82

Code Number 117 Allotment Deposits

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
714	13/11/2026			01 Barclays Curren		Allotment deposit	[redacted]	Z	-100.00		-100.00
715	13/11/2026			01 Barclays Curren		Allotment deposit		Z	100.00		100.00
716	13/11/2026			01 Barclays Curren		Allotment deposit		Z	-100.00		-100.00
717	13/11/2026			01 Barclays Curren		Allotment deposit		Z	100.00		100.00
718	13/11/2026			01 Barclays Curren		Allotment deposit		Z	-100.00		-100.00
719	13/11/2026			01 Barclays Curren		Allotment deposit		Z	100.00		100.00
720	13/11/2026			01 Barclays Curren		Allotment deposit		Z	-100.00		-100.00
721	13/11/2026			01 Barclays Curren		Allotment deposit		Z	100.00		100.00
724	13/11/2026	CR9B		01 Barclays Curren		Allotment deposit		Z	-100.00		-100.00
725	13/11/2026	CR9B		01 Barclays Curren		Allotment deposit		Z	100.00		100.00

Aylsham Town Council

Listing of Payments in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Subtotal for Code:	Allotment Deposits				

Code Number 210 IT Improvement Project

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
731	11/11/2026	2026-2027/424		01 Barclays Curren	MRCA0957	IT Improvements	Amerits Digital Ltd	S	750.00	150.00	900.00
							Subtotal for Code: IT Improvement Project		£750.00	£150.00	£900.00

Code Number 211 EMR Green Infrastructure

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
656	06/11/2026			01 Barclays Curren		ACE	Barcham Trees	S	-924.17	-184.83	-1,109.00
745	17/11/2026	2026-2027/446		01 Barclays Curren	REIMBURSEME	ACE	Chiltern Seeds Ltd	Z	46.00		46.00
746	17/11/2026	2026-2027/447		01 Barclays Curren	REIMBURSEME	ACE	Woodgate	Z	50.00		50.00
747	17/11/2026	2026-2027/448		01 Barclays Curren	REIMBURSEME	ACE	Tesco	Z	74.59		74.59
							Subtotal for Code: EMR Green Infrastructure		£-753.58	£-184.83	£-938.41
							Subtotal for Cost Centre: Earmarked Reserves		51.27	-23.86	27.41

	Net	Vat	Total
TOTALS	**£23,748.47**	**£1,676.88**	**£25,425.35**

Aylsham Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Cost Centre 01 General Purpose

Code Number 2 Bank Interest /Charges

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
535	03/11/2026			Public Sector Depo		Bank Interest Received	CCLA	Z	418.01		418.01
563	31/10/2026			Redwood Savings /		Bank Interest Received	Redwood Savings account	X	271.09		271.09
							Subtotal for Code: Bank Interest /Charges		£689.10		£689.10

Code Number 21 Climate Change

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
500	03/11/2026			01 Barclays Curren		Banking	Various	Z	29.57		29.57
507	04/11/2026			01 Barclays Curren		Banking	Various	Z	96.96		96.96
521	13/11/2026			01 Barclays Curren		Banking	Various	Z	21.50		21.50
541	20/11/2026			01 Barclays Curren		Banking	Various	Z	30.30		30.30
							Subtotal for Code: Climate Change		£178.33		£178.33

Code Number 161 Christmas Lights Infastructure

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
507	04/11/2026			01 Barclays Curren		Banking	Various	S	575.00	115.00	690.00
507	04/11/2026			01 Barclays Curren		Banking	Various	Z	162.00		162.00
							Subtotal for Code: Christmas Lights Infastructure		£737.00	£115.00	£852.00

Code Number 233 CIL 26/27

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
494	30/10/2026			01 Barclays Curren	BROADLAND D(	CIL	Broadland District Council	X	145,111.87		145,111.87
							Subtotal for Code: CIL 26/27		£145,111.87		£145,111.87
							Subtotal for Cost Centre: 01 General Purpose		146,716.30	115.00	146,831.30

Cost Centre 02 Town Hall

Code Number 44 Hirings - Town Hall

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
491	28/10/2026	2026-2027/282		01 Barclays Curren	2820	Hirings	Aylsham Flower Club	Z	36.00		36.00
491	28/10/2026	2026-2027/282		01 Barclays Curren	2820	Hirings	Aylsham Flower Club	S	35.00	7.00	42.00
493	28/10/2026	2026-2027/288		01 Barclays Curren	2883	Hirings	Aylsham Local History Society	Z	36.00		36.00
530	11/11/2026	2026-2027/288		01 Barclays Curren	2884	Hirings	Aylsham WI	Z	36.00		36.00
533	13/11/2026	2026-2027/291		01 Barclays Curren	MDZ PID14273(	Hirings	[redacted]	Z	48.00		48.00
544	17/11/2026	2026-2027/287		01 Barclays Curren	90038334 BGC	Hirings	East of England Community Health Ca	Z	84.00		84.00
544	17/11/2026	2026-2027/287		01 Barclays Curren	90038334 BGC	Hirings	East of England Community Health Ca	Z	84.00		84.00
544	17/11/2026	2026-2027/287		01 Barclays Curren	90038334 BGC	Hirings	East of England Community Health Ca	Z	78.00		78.00
544	17/11/2026	2026-2027/287		01 Barclays Curren	90038334 BGC	Hirings	East of England Community Health Ca	Z	84.00		84.00
553	20/11/2026	2026-2027/292		01 Barclays Curren	2929	Hirings	The Aylsham Agricultural Show Associ	Z	24.00		24.00
559	23/11/2026	2026-2027/288		01 Barclays Curren	2885	Hirings	Aylsham & District U3A	Z	36.00		36.00
560	23/11/2026	2026-2027/292		01 Barclays Curren	2925	Hirings	[redacted]	Z	32.00		32.00

Aylsham Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

562	24/11/2026	2026-2027/288		01 Barclays Curren	2880	Hirings	Aylsham & District U3A	Z	36.00		36.00
						Subtotal for Code:	Hirings - Town Hall		£649.00	£7.00	£656.00
						Subtotal for Cost Centre:	02 Town Hall		649.00	7.00	656.00

Cost Centre 03 Drill Hall

Code Number 62 Hirings - Drill Hall

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
498	02/11/2026	2026-2027/288		01 Barclays Curren	Jiggers	Hirings	Jiggers	Z	30.00		30.00
498	02/11/2026	2026-2027/288		01 Barclays Curren	Jiggers	Hirings	Jiggers	Z	15.00		15.00
498	02/11/2026	2026-2027/288		01 Barclays Curren	Jiggers	Hirings	Jiggers	Z	30.00		30.00
498	02/11/2026	2026-2027/288		01 Barclays Curren	Jiggers	Hirings	Jiggers	Z	15.00		15.00
498	02/11/2026	2026-2027/288		01 Barclays Curren	Jiggers	Hirings	Jiggers	Z	30.00		30.00
501	03/11/2026	2026-2027/291		01 Barclays Curren	JIGGERS 2910	Hirings	Jiggers	Z	30.00		30.00
503	04/11/2026	2026-2027/289		01 Barclays Curren	2895	Hirings	Yoga with Anna	Z	15.00		15.00
503	04/11/2026	2026-2027/289		01 Barclays Curren	2895	Hirings	Yoga with Anna	Z	15.00		15.00
503	04/11/2026	2026-2027/289		01 Barclays Curren	2895	Hirings	Yoga with Anna	Z	15.00		15.00
503	04/11/2026	2026-2027/289		01 Barclays Curren	2895	Hirings	Yoga with Anna	Z	15.00		15.00
510	06/11/2026	2026-2027/290		01 Barclays Curren	SUTTONDANCII	Hirings	Sutton School of Dance	Z	500.00		500.00
511	09/11/2026	2026-2027/291		01 Barclays Curren	MDZ PID142269	Hirings	[redacted]	Z	15.00		15.00
511	09/11/2026	2026-2027/291		01 Barclays Curren	MDZ PID142269	Hirings	[redacted]	Z	15.00		15.00
529	11/11/2026	2026-2027/289		01 Barclays Curren	2896	Hirings	Extend	Z	15.00		15.00
529	11/11/2026	2026-2027/289		01 Barclays Curren	2896	Hirings	Extend	Z	15.00		15.00
529	11/11/2026	2026-2027/289		01 Barclays Curren	2896	Hirings	Extend	Z	15.00		15.00
529	11/11/2026	2026-2027/289		01 Barclays Curren	2896	Hirings	Extend	Z	15.00		15.00
543	16/11/2026	2026-2027/291		01 Barclays Curren	2919	Hirings	Jiggers	Z	30.00		30.00
546	17/11/2026	2026-2027/289		01 Barclays Curren	2898	Hirings	Aylsham Scouts	Z	30.00		30.00
546	17/11/2026	2026-2027/289		01 Barclays Curren	2898	Hirings	Aylsham Scouts	Z	30.00		30.00
546	17/11/2026	2026-2027/289		01 Barclays Curren	2898	Hirings	Aylsham Scouts	Z	30.00		30.00
546	17/11/2026	2026-2027/289		01 Barclays Curren	2898	Hirings	Aylsham Scouts	Z	30.00		30.00
546	17/11/2026	2026-2027/289		01 Barclays Curren	2898	Hirings	Aylsham Scouts	Z	20.00		20.00
551	19/11/2026	2026-2027/293		01 Barclays Curren	Aylsham Boxing	Hirings	Aylsham Boxing Club	Z	295.00		295.00
556	23/11/2026	2026-2027/288		01 Barclays Curren	2881	Hirings	Phoenix LDC	Z	52.50		52.50
556	23/11/2026	2026-2027/288		01 Barclays Curren	2881	Hirings	Phoenix LDC	Z	52.50		52.50
556	23/11/2026	2026-2027/288		01 Barclays Curren	2881	Hirings	Phoenix LDC	Z	37.50		37.50
556	23/11/2026	2026-2027/288		01 Barclays Curren	2881	Hirings	Phoenix LDC	Z	52.50		52.50
557	23/11/2026	2026-2027/288		01 Barclays Curren	2889	Hirings	Menscraft	Z	30.00		30.00
557	23/11/2026	2026-2027/288		01 Barclays Curren	2889	Hirings	Menscraft	Z	30.00		30.00
557	23/11/2026	2026-2027/288		01 Barclays Curren	2889	Hirings	Menscraft	Z	30.00		30.00
557	23/11/2026	2026-2027/288		01 Barclays Curren	2889	Hirings	Menscraft	Z	30.00		30.00
						Subtotal for Code:	Hirings - Drill Hall		£1,580.00		£1,580.00

Aylsham Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Subtotal for Cost Centre:	03 Drill Hall	1,580.00	1,580.00

Cost Centre 05 Cemetery Cottage

Code Number 81 Income

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
495	30/10/2026			01 Barclays Curren	SEQUENCE UK	CemeteryCottageSequenceUK	Sequence	Z	800.00		800.00
						Subtotal for Code:	Income		£800.00		£800.00
						Subtotal for Cost Centre:	05 Cemetery Cottage		800.00		800.00

Cost Centre 08 Cemetery

Code Number 96 Interments

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
516	10/11/2026	2026-2027/285		01 Barclays Curren	2852	Exclusive Rights	Ivan Fisher	Z	338.00		338.00
517	10/11/2026	2026-2027/285		01 Barclays Curren	2854	Exclusive Rights	Ivan Fisher	Z	338.00		338.00
518	10/11/2026	2026-2027/285		01 Barclays Curren	2855	Interment	Ivan Fisher	Z	338.00		338.00
558	23/11/2026	2026-2027/294		01 Barclays Curren		Ashes Interment	[redacted]	Z	177.00		177.00
						Subtotal for Code:	Interments		£1,191.00		£1,191.00

Code Number 97 Memorials & Inscriptions

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
541	20/11/2026			01 Barclays Curren		Banking	Various	Z	94.00		94.00
						Subtotal for Code:	Memorials & Inscriptions		£94.00		£94.00

Code Number 98 Exclusive Rights

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
516	10/11/2026	2026-2027/285		01 Barclays Curren	2852	Exclusive Rights	Ivan Fisher	Z	338.00		338.00
517	10/11/2026	2026-2027/285		01 Barclays Curren	2854	Exclusive Rights	Ivan Fisher	Z	338.00		338.00
						Subtotal for Code:	Exclusive Rights		£676.00		£676.00
						Subtotal for Cost Centre:	08 Cemetery		1,961.00		1,961.00

Cost Centre 09 Allotments

Code Number 111 Rents Received

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
492	28/10/2026	2026-2027/284		01 Barclays Curren	2841	Allotments	[redacted]	Z	50.00		50.00
496	02/11/2026	2026-2027/283		01 Barclays Curren		Allotments		Z	50.00		50.00
497	02/11/2026	2026-2027/276		01 Barclays Curren	2766	Allotments		Z	50.00		50.00
497	02/11/2026	2026-2027/276		01 Barclays Curren	2766	Allotments		Z	50.00		50.00
506	04/11/2026	2026-2027/277		01 Barclays Curren	558	Allotments		Z	50.00		50.00
506	04/11/2026	2026-2027/277		01 Barclays Curren	558	Allotments		Z	50.00		50.00
508	04/11/2026	2770		01 Barclays Curren	558	Allotment Rent		Z	10.00		10.00
528	11/11/2026	2026-2027/272		01 Barclays Curren	2725	Allotments		Z	27.50		27.50

Aylsham Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

532	13/11/2026	2026-2027/290		01 Barclays Curren	Allotment	Allotment Rent	[redacted]	Z	50.00	50.00
532	13/11/2026	2026-2027/290		01 Barclays Curren	Allotment	Allotment Rent		Z	50.00	50.00
536	19/11/2026	2026-2027/290		01 Barclays Curren		Allotment Rent		Z		
537	19/11/2026	2026-2027/284		01 Barclays Curren		Allotments		Z		
537	19/11/2026	2026-2027/284		01 Barclays Curren		Allotments		Z		
538	19/11/2026	2026-2027/274		01 Barclays Curren		Allotments		Z		
539	20/11/2026	2026-2027/278		01 Barclays Curren		Allotments		Z		
540	20/11/2026	2026-2027/275		01 Barclays Curren		Allotments		Z		
547	17/11/2026	2026-2027/273		01 Barclays Curren	MDZ PID143078	Allotments		Z	30.00	30.00
550	19/11/2026	2026-2027/278		01 Barclays Curren	2789	Allotments		Z	50.00	50.00
550	19/11/2026	2026-2027/278		01 Barclays Curren	2789	Allotments		Z	50.00	50.00
552	20/11/2026	2026-2027/274		01 Barclays Curren	2747	Allotments		Z	30.00	30.00
						Subtotal for Code:	Rents Received		£597.50	£597.50

Code Number 223 Deposits

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
536	19/11/2026	2026-2027/290		01 Barclays Curren		Allotment Rent	[redacted]	Z			
						Subtotal for Code:	Deposits				
						Subtotal for Cost Centre:	09 Allotments		597.50		597.50

Cost Centre 10 Markets

Code Number 120 Market Rents

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
499	02/11/2026			01 Barclays Curren		Market Rent	Market Rent	Z	10.00		10.00
500	03/11/2026			01 Barclays Curren		Banking	Various	Z	82.50		82.50
512	09/11/2026			01 Barclays Curren	MDZ PID142269	Market Rent	Market Rent	Z	10.00		10.00
513	09/11/2026			01 Barclays Curren	MDZ PID142269	Market Rent	Market Rent	Z	10.00		10.00
519	10/11/2026			01 Barclays Curren	MDZ PID142372	Market Rent	Market Rent	Z	15.00		15.00
521	13/11/2026			01 Barclays Curren		Banking	Various	Z	162.50		162.50
541	20/11/2026			01 Barclays Curren		Banking	Various	Z	197.50		197.50
545	17/11/2026			01 Barclays Curren	MDZ PID143078	Market Rent	Market Rent	Z	15.00		15.00
548	17/11/2026			01 Barclays Curren	MDZ PID143078	Market Rent	Market Rent	Z	10.00		10.00
561	23/11/2026			01 Barclays Curren	MDZ PID143817	Market Rent	Market Rent	Z	10.00		10.00
						Subtotal for Code:	Market Rents		£522.50		£522.50

Code Number 121 Farmers Market Rent

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
521	13/11/2026			01 Barclays Curren		Banking	Various	Z	35.00		35.00
						Subtotal for Code:	Farmers Market Rent		£35.00		£35.00
						Subtotal for Cost Centre:	10 Markets		557.50		557.50

Cost Centre 12 Events

Aylsham Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 28-10-2026 and 24-11-2026)

Code Number 177 Christmas Events

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
502	03/11/2026	2026-2027/290		01 Barclays Curren	2908	Christmas	[redacted]	Z	50.00		50.00
504	03/11/2026	2026-2027/291		01 Barclays Curren	tropic 5-12 th	Christmas		Z	20.00		20.00
505	03/11/2026	2026-2027/291		01 Barclays Curren	XMAS FAYRE C	Christmas		Z	20.00		20.00
514	10/11/2026	2026-2027/291		01 Barclays Curren	Christmas Craft	Christmas	Norfolk Boxes & Boards	Z	20.00		20.00
515	10/11/2026	2026-2027/285		01 Barclays Curren	2859	Christmas	Aylsham Country Market	Z	30.00		30.00
520	13/11/2026	2026-2027/286		01 Barclays Curren		Christmas	Suzy Do Crafts	Z			
531	12/11/2026	2026-2027/291		01 Barclays Curren	CHRISTMAS LI(	Christmas	Friends of Colby School	Z	10.00		10.00
534	16/11/2026	2026-2027/268		01 Barclays Curren		Christmas	[redacted]	Z			
542	16/11/2026	2026-2027/290		01 Barclays Curren	2904	Christmas	Aylsham & Holt Community First Resp	Z	15.00		15.00
549	18/11/2026	2026-2027/294		01 Barclays Curren	[redacted]	Christmas	Starters Orders	Z	40.00		40.00
554	20/11/2026	2026-2027/286		01 Barclays Curren	2866	Christmas	Amor Street Food Ltd	Z	80.00		80.00
							Subtotal for Code: Christmas Events		£285.00		£285.00
							Subtotal for Cost Centre: 12 Events		285.00		285.00

Cost Centre 13 Churchyard

Code Number 182 Grounds Maintenance (churchyard)

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
521	13/11/2026			01 Barclays Curren		Banking	Various	Z	48.30		48.30
							Subtotal for Code: Grounds Maintenance (churchy		£48.30		£48.30
							Subtotal for Cost Centre: 13 Churchyard		48.30		48.30

Cost Centre Earmarked Reserves

Code Number 193 Grants and Donations

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
555	20/11/2026			01 Barclays Curren	BROADLAND D(	Healthy Town Grant	Broadland District Council	Z	100.00		100.00
							Subtotal for Code: Grants and Donations		£100.00		£100.00

Code Number 211 EMR Green Infrastructure

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
509	06/11/2026			01 Barclays Curren	BARCHAM TREI	ACE	Barcham Trees	S			
							Subtotal for Code: EMR Green Infrastructure				
							Subtotal for Cost Centre: Earmarked Reserves		100.00		100.00

TOTALS £153,294.60 £122.00 £153,416.60

Aylsham Town Council
Reserves Balance
2026-2027

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Bottle Bank	4,329.32		207.04	618.29	4,740.57
Cittaslow	452.09				452.09
Community Events	7,700.00	-7,700.00			0.00
Christmas Decorations	2,096.82				2,096.82
Election	3,000.00	2,000.00			5,000.00
Marquees	561.31				561.31
Drill Hall	13,500.00	-5,000.00	2,250.00		6,250.00
Town Hall	29,500.00	-20,600.00	2,250.00		6,650.00
Properties					0.00
Public Toilets	2,500.00		700.00		1,800.00
Cemetery	10,269.35	-2,238.37			8,030.98
Open Spaces	50,400.00	-15,000.00			35,400.00
Recreation Ground	47,765.00				47,765.00
Churchyard	57,964.00		695.21		57,268.79
Street Furniture	7,068.70				7,068.70
Allotment Deposits	7,418.31		600.00	1,171.00	7,989.31
Hall Hire Deposit					0.00
CIL	668.36	-668.36			0.00
Cemetery Cottage	10,000.00		900.00		9,100.00
Youth					0.00
Skate Park	1,148.67				1,148.67
Communications	1,654.00				1,654.00
Boiler Reserve	29,903.63	7,238.37			37,142.00
Climate Group	5,619.85		546.12	956.84	6,030.57
ACE Events	669.25		261.50	158.33	566.08
CIL 2025.2026	33,952.20	25,687.64			59,639.84
Transport Hub Reserve	513.35	2,000.00	1,807.50		705.85
Neighbourhood Plan	28,964.30		1,639.20		27,325.10
IT Reserve	12,796.40	11,000.00	10,618.35	82.00	13,260.05
23 Market Place	5,600.00	-2,000.00	1,350.00		2,250.00
Green Infrastructure and Veolia	5,497.45		2,290.44		3,207.01
Visit Aylsham	4,248.00	-4,248.00			0.00
CIL 26.27				145,111.87	145,111.87
Total Earmarked	**385,760.36**	**-9,528.72**	**26,115.36**	**148,098.33**	**498,214.61**

Aylsham Town Council
Reserves Balance
2026-2027

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
TOTAL RESERVE	**385,760.36**	**-9,528.72**	**26,115.36**	**148,098.33**	**498,214.61**
GENERAL FUND					322,971.91
TOTAL FUNDS					821,186.52

Meeting of Aylsham Town Council - 2nd December 2026

Item 12 – Finance

f) To Receive any Update on External Audit from PKF Littlejohn

As of 25th November, there had been no update from PKF Littlejohn, or any queries resulting from the External Audit

g) To receive items for Budgetary consideration

The Town Council's budget will be set in December / January. Items for budgetary consideration to be raised.

Archive update for council meeting Dec 2026

Item 1 Town Archive website and scanning

We are very grateful for the continued interest and support given to the archives by the council. Our public profile remains high and regular use is being made of our website and enquiry contact.

When we set up the site, the then Clerk recommended it was kept separate from the TC website but linked. This seemed very sensible given the size and complexity of our data. Our long term plan was to start by uploading the photo archive (PA) which was done and is updated regularly using our catalogue (NPC)and image files. As part of the plan, we are currently working on putting the document catalogue on the site (TA cat) but there is a lot of work to be done in amending and formatting that for website use. This is being done free for us, for which we are very grateful.

This will allow images to be linked to the accession numbers of the documents. Most record office and archives do not consider scanning all the pages of all the thousands of items in their care. The most used series are undertaken and others scanned at customer request. They use very expensive but very effective overhead book cradle scanners as so many items are bound volumes, large items and delicate pieces.

Our archive is very much a local one - hundreds of newscuttings, minutes and accounts of local organisations and family mementoes. (An early version of the database can be downloaded from the Aylsham Local History Society website at the bottom of their Journal archive page. Please note items 173-181 are now in NRO under Public Records Act 1958)

A selection of these could be scanned in on ordinary scanners if volunteers were willing to undertake the work. A few images are already held where enquirers requested an item or which have been used in exhibitions. These we will be adding to the website when the formatting is ready.

Some archives would not be available to copy - those with closure periods (sensitive material) and where copyright might be infringed (hundreds of our items are printed and we would need to ensure the council was not being opened to any risk).

I am very happy to take the offer of volunteer help forward in the New Year. The creation of security copies in this way is indeed very important when the archive is not protected from fire or water damage.

Item 2 Sapwell revision

I hope that the agreed budget for the publication of the revision will be held over to next year. The original text has been copied as OCR so no retyping was needed. This was done free of charge. I am working on a layout to incorporate all the updates as clearly as possible to retain the source of each part. My plan is to do the work during the winter.

Item 3 Portrait of Joseph Clover

In October 2025 I placed a portrait of Joseph Clover, the anaesthetist of Aylsham, on long loan to the Council. I would be happy to see it hung in the old Council Chamber if a secure anti-theft fixing could be provided.

Meeting of Aylsham Town Council - 2nd December 2026

Item 14 – To Receive Update on IT Improvement Project

The Maintenance Manager has secured conduit through the basement holed that has been bored. It now needs to be sealed with fire retardant material.

Photos have been taken of the route for the risers and an informal opinion has been requested of the Heritage Officer. Once feedback has been received then a listed building planning application can be submitted.

It should be noted that Microsoft will be moving to disable the ability to authenticate into 365 using SMS or voice calls as of 1st February 2027. Budgetary consideration may have to be given to making sure everyone on the Town Council's network is able to authenticate their account without receiving text messages or voice calls.

Minutes of the Aylsham Climate Emergency Group Meeting held on 2nd November 2026

Present:

Grizelda Tyler (Chair)	Kevin Cunnane	Gordon Clarke
Shelly Hudson	Ben Miller	Phil Arthur
Kay Montandon	Kate MacKenzie	Jenny Haycocks

Also Present: Harry Clark (Deputy Town Clerk).

1. **To Receive Apologies for Absence**
   Apologies were received from Yvonne Stewart and Sue Catchpole.

2. **To Receive Declarations of Interest and Requests for Dispensation**
   None received.

3. **To Agree the Minutes of the 5th October 2026**
   The minutes of the meeting held on 5th October 2026 were ***agreed*** as a true record of the business conducted with amendments of Kate MacKenzie and to change the words "water Baths" to "Water Butts".

4. **To Note Matters Arising from the Minutes, not Included on the Agenda**
   None raised.

5. **To Receive information on the Great British Energy Community Fund and Consider Eligible Projects (deadline 12th November).**
   Grizelda updated the group that she is meeting with an individual from the Green Party with Sue Catchpole and Chris Tilley with possibility to see what projects and grants to be applying for in the 27/28 year.

6. **Existing Projects ()**
   a) To Receive Update on Projects for further Green Infrastructure Funding
      i. <u>Green Trail</u>
         The Group was update that allis going well and that bulbs have arrived. Bulbs are to be planted soon and bird boxes are due to be going up the same day. Walks are also planned.
      ii. <u>Swift Streets</u>
         No Update
      iii. <u>Low Hedge Planting at Mileham Drive</u>
         No update
      iv. <u>Improvement of Old Station Yard and other Open Spaces to Benefit Nature</u>

No update

v. Wildflower creation areas
Group was informed that Andy Bell is currently dealing with Wildflower creation areas.

b) To Receive update on "Under the Surface" film project
The group were informed that the showing is on the 13th November starting at 18:30, the session will be split into two session to discuss the film and a 2nd session to discuss all other films shown.

c) To Receive update on 'Library of Things' project.
No Update due to absence of Sue Catchpole.

d) Volunteer Rota
Grizelda informed the group she will chase Michael for an update.

e) Live Well for Less – January 2027
The group discussed the event to be held on 23rd of January 2027 and advised a list of what will be held at the event. The Group **Agreed** that £350.00 is to be used for the free lunch that is being offered to those at the event.

f) To Agree Actions for any other Planned Events
No other actions, however, a reminder for another film due in February and another PEB film to be shown on January 16th 2027.

7. To Receive Group Updates, not elsewhere covered in the agenda
The group was given a presentation by Gordon Clarke for his project Proposal on the Soame Pump. The group **Agreed** to support Gordon Clarke's project proposal. Grizelda added that in the absence of Heather that the group agree to allow Heather to budget for a Board to demonstrate all groups within ACE not just Waste. The Group **Agreed** to the Board to be budgeted for by Heather.

8. Finance:

a) To receive update on ACE Budget
The group noted the budget.

b) To consider items for ACE budget 2027/2028
The group **agreed** that they would require £4000.00 budgeted for the financial year of 27/28. The group discussed projects for Biodiversity, additional website to existing ACE Website and publications.

9. Items for Future Agendas
No items from the meeting.

10. To Agree the Date of the Next Meeting as Monday 7th December at 7pm
This was ***agreed***

There being no further business the meeting was closed at 8:31pm.

Signed_____ Date_____

DRAFT

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD AT THE TOWN HALL ON THURSDAY 12th NOVEMBER 2026 AT 10am

PRESENT:	Mary Evans	Kay Montandon	Trevor Bennett
	David Anderson	Patrick Prekopp	Catherine Fletcher

Also in attendance:
Faye LeBon, Clerk to Aylsham Town Council and Harry Clark, Deputy Clerk to Aylsham Town Council.

1. **To Receive Apologies for Absence**
   No Apologies were received.

2. **To Receive any Declarations of Interest and Requests for Dispensation**
   None raised.

3. **To Agree the Minutes of the 8th October 2026**
   The Minutes of the meeting held on 8th October 2026 were ***agreed*** by the committee and signed as a true and accurate record by the meeting Chair.

4. **To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak**
   A member of public addressed the committee and informed them of his application.

5. **To Receive Updates on Existing Applications**
   Updates to previous applications under consideration by Broadland District Council were noted follows:

Reference	Address	Details	ATC	Status
2025/2418	*Barclays Bank 1-2 Market Place NR11 6EW*	Conversion of former Barclays Bank to part residential (11 Units)	Aylsham Town Council is broadly supportive of additional housing in the town centre, although would query why there is no affordable provision. Clarification is sought on the central building in the existing layout plan marked up as 'private dwellings,	Pending Consideration

			three storey brick construction'. This building is believed to be in the same ownership as the development site, although hasn't been marked up as such. Rather than private dwellings its existing usage is that of a barn construction. The town council would like to see this building forming part of a s106 agreement for community use.	
2025/2418	*Barclays Bank 1-2 Market Place*	Conversion of former Barclays Bank to part residential (9 Units - Use Class C3) with retention of part of ground floor for continued Commercial, Business and Service use (Use Class E)) **Amended application Change of description and amended plans (now 9 residential units)**	Objection to this revised application. The plans still remain factually incorrect despite the Town Council raising this in the previous response. The building to the west of the commercial car park is not 'private housing' as detailed in the plans. This is a barn used for storage. This plan needs to be corrected, or clarified as to whether this is part of the proposal for private housing. The Town Council also supports the response from Anglian Water. The Town Council notes the reduction of residential dwellings from 11 to 9, which would reduce the s106 obligations of the applicant. Should the LPA be minded to grant permission, the town council would request a condition to safeguard against piecemeal development, in that should any additional building in the control of the applicant/developer (a blue line plan has not been submitted) be converted to a C3 dwelling, this should be classed as cumulative to this	Pending Consideration

			application and so subject to s106 obligations as a 10+ dwelling development. This would include the storage barn and the conversion of any of the three proposed commercial units to residential use	
2024/0791	*St Michael's Church*	Rebuild part of churchyard boundary wall (Amended application)	The committee declined to make a comment as this was the Town Council's application.	Approval with Conditions
2026/1200	*Bure Valley Meadow Burgh Road Aylsham Norfolk*	Change of use from leisure (campsite) to residential. Installation of new hardstanding to accommodate a static caravan, and associated external works	The committee objects to the application as it goes against the Aylsham Neighbourhood plan and is outside the settlement boundary	Pending Consideration
2026/0911	*Land At Orchard Lane Orchard Lane Aylsham Norfolk*	Erection of a foodstore with associated vehicle access, car parking, landscaping, engineering and drainage works. (LIDL)	The planning committee objects to the application on the grounds that the application is not in accordance with the Great Norwich Local Plan, it is counter to Aylsham Neighbourhood plan and it is outside of the settlement boundary	Pending Consideration
2026/1228	*33 Cawston Road Aylsham Norfolk NR11 6EB*	Change of use from Class C3 dwelling house to holiday let	The committee supports the comments made by the Environmental officers' comments	Pending Consideration
2026/1391	*Verge At The Intersection Of Aylsham Bypass And Burgh Road Aylsham Norfolk*	The construction and operation of a micro battery storage project	The committee objected to the application as the visibility of the application, the noise pollution it would generate, the risk of fire it presents, not in keeping with the neighbourhood plan and the visual impact on new development	Approval with Conditions

2025/3927	*Wherry House Dunkirk Aylsham Norfolk NR11 6SU*	*Conversion of garage to ancillary accommodation*	The committee has no objection to the application	Pending Consideration
2026/2522	*The Old Mill Dunkirk Aylsham Norfolk*	*2 no. commercial workshops and conversion of existing buildings to 2no. 1 bedroom dwelling and 1no. 3 bedroom dwelling*	The committee has no objection to the application	Pending Consideration- Objections from other Service/Agencies
2026/2630	*Council Depot Dunkirk Dunkirk Aylsham Norfolk*	*Installation of a self contained toilet block along with a septic tank to support such.*	The committee has no objection to the application	Pending Consideration
2026/2693	*9 Canon Hoare Road Aylsham Norfolk NR11 6UU*	*Proposed Cart lodge to provide undercover parking and general household storage*	The committee has no objection to the application	Pending Consideration
2026/2606	*The Beeches 54 Holman Road Aylsham Norfolk NR11 6BZ*	*Erection of new timber garage with reclaimed pantile pitched roof*	The committee has no objection to the application	Pending Decision
2026/2607	*The Beeches 54 Holman Road Aylsham Norfolk NR11 6BZ*	*Erection of new timber garage with reclaimed pantile pitched roof*	The committee has no objection to the application	Pending Decision
2026/1200	*Bure Valley Meadow Burgh Road Aylsham Norfolk*	*Change of use from leisure (campsite) to residential. Installation of new hardstanding to accommodate a static caravan, and associated external works*	The Town Council objects to this application as it does not comply with the National Planning Policy Framework Section 5: Principle of development outside settlements. Only certain forms of development should be approved outside settlements, as set out in the	Pending Consideration

			following list. These should be approved, unless the benefits of doing so would be substantially outweighed by any adverse effects, when assessed against the national decision-making policies in this Framework: Residential and mixed-use development which would: i. Be within reasonable walking distance of a well-connected station ii. Be physically well-related to the station or the settlement within which the station is located; iii. Be of a scale which can be accommodated taking into account the existing or proposed availability of infrastructure; and iv. Not prejudice any proposals for long-term comprehensive development in the same location	

6. To Consider Response to the Local Planning Authority on New Applications

The following were considered by the committee:

Reference	*Address*	*Details*	*Committee Decision*
2026/2938	*Stanley Cottage 58 Millgate Aylsham Norfolk NR11 6HX*	Demolition of the existing wall and replace with heritage red brickwork incorporating a timber door and a frame to provide alternative access to the property	The committee has no objection to the application
2026/3095	*30 Market Place Aylsham Norfolk NR11 6EN*	*Addition of external blinds to West Elevation, PV*	The committee has no objection to the application

		panel to hidden roof slopes and AC units to upper bedrooms on west side	
2026/3094	*30 Market Place Aylsham Norfolk NR11 6EN*	*Addition of external blinds to West Elevation, PV panel to hidden roof slopes and AC units to upper bedrooms on west side*	The committee has no objection to the application
2026/3155	*Brick Kiln House Norwich Road Aylsham Norfolk NR11 6UD*	*Demolition of existing conservatory and pergola. Erection of new replacement sitting room extension with overhanging porch*	The committee has no objection to the application

7. To Consider Responses to the Local Planning Authority on Applications Received Since the Agenda was Issued.

Reference	*Address*	Details	Committee Decision
2026/2606	*The Beeches 54 Holman Road Aylsham Norfolk NR11 6BZ*	Erection of new timber garage with reclaimed pantile pitched roof	The committee has no objection to the application

No applications received since the agenda was issued.

8. To Receive any Updates on Large Town Developments

a. Norwich Road Site.
Committee noted there was no update.

b. Burgh Road Site.
Committee noted there was no update.

***c.* AD plant (Oulton Parish)**
Committee noted there was no update for the development

***d.* Lidl application (land between Norwich Road and Henry Page Road)**
Committee noted there was no update. The Clerk added that the Visit Aylsham group wished to discuss S106 and the town centre with the planning committee.

9. To Receive Update on the Neighbour Plan
The committee were updated that the next meeting is to be held on 24th November 2026 and to await the survey results.

10. **To Receive Update on Community Resilience Planning**
    The Committee were updated by the deputy clerk and explained the progress made to the plan.

11. **To Note Items for Information or Future Agendas**
    No matters raised.

12. **To Confirm the Next Meeting as Thursday 10th December 2026, 10am in the Town Hall**
    This was ***agreed***.

13. **To Consider a Resolution under the Public Bodies (Admission to Meetings) Act 1960 to Exclude the Press and Public for the Duration of Item 14 in View of the Confidential Nature of the Business to be Transacted.** The Local Planning Authority advises that enforcement reports are for the information of the Town Council and should not be passed on, shared or published in any way. It was ***agreed*** to close the meeting to the press and public.

    The Meeting was Closed to the Press and Public

14. **To Note Planning Enforcement Cases from the Local Planning Authority**
    The planning enforcement cases report for Aylsham was ***noted***.

There being no further business the meeting was closed at 10.55pm

Signed_____ Date_____

Visit Aylsham Working Group Meeting
Held in the Council Chamber on
Wednesday 11th November 2026 at 2.30pm

Attendees:
Patrick Prekopp (Aylsham Town Council)
Tim Briscoe (Aylsham Town Council)
Sue Catchpole (Broadland Council)
Graham Peers (Broadland Council)
Mitchell Philpott (Aylsham Town Council)

Also in attendance: Faye LeBon (Town Clerk, Aylsham Town Council).

1. **To Elect Chairman**
   It was ***agreed*** that Mitchell Philpott would chair this meeting.

2. **To Receive Apologies for Absence**
   Apologies were received from Jayne Andrew and Claire Butler.

3. **To Receive the Notes of the Meeting held on 21st October 2026**
   The draft notes had previously been circulated. These were ***agreed***.

4. **To Note Matters Arising from the Previous Meeting**
   Tim reported that ABC had resolved the matter of the charge for the Christmas Lights Switch On event using group funds.

5. **To receive updates on:**

a) **Meet the Business**
Claire has been steering this project. It was noted that she had met with Blickling on 10th November to build the relationship between Blickling and its local town.
The website has been reorganised to subdivide the various Aylsham Stories. All posts have their own unique URL and are collaborative. The post about Redwings was popular as they have a significant number of followers.

b) **Digital Signage**
Mitchell, Claire, the Clerk and the Town Council's Maintenance Manager had met with Chris Tilley to discuss the proposed Digital Signage project. Additional permissions will be required in the form of advertising planning permission, permission to install a structure in a conservation area, a street furniture licence and ground works permit to connect the electricity supply.
The software 'Xiba' was demonstrated as a possible software solution for managing the display. This will be trialled on the indoor pilot display project in the foyer.

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It was agreed to review the branding using evidence of historic posts to see what works and what does not.

c) Market Place WiFi

The Clerk has approached Community Action Norfolk for funding advice. If funding cannot be obtained externally then consideration will be given to the 2027/2028 budget. The Clerk will also approach the Communities Team at Broadland Council.

d) Image Library

Mitchell has set up a Sharepoint library which will allow photos to be tagged with information such a location, event and credits. An alternative technology has been suggested which uses AI to search the images, but it lacks the information functionality of Sharepoint. Mitchell will do an analysis of both and provide a recommendation to the next meeting.

The digital storage of archive material was discussed and Mitchell has made contact with the Norfolk Records Office. Cllr Mary Evans is liaising with the Honorary Archivist to see how the Town Council can help.

6. To Receive Report on North Walsham and Wymondham Market Set Up

Patrick had provided some information on both markets. Both had dedicated resource for their markets. This would not be feasible for the Comms Officer who already has limited time. Tim suggested whether there would be interest in the neighbouring towns to co-ordinate markets in multiple locations. Patrick will speak to North Walsham about the possibility of working collaboratively.

The Clerk will look at funding options and Mitchell will create a dedicated page for markets on the Visit Aylsham website.

Patrick reported that the proposed local makers market had pulled out of the scheme as it cannot be guaranteed that cars will not be parked in the market place overnight.

7. To Receive any Further Updates from Working Group Leads:

a) Website and Content: Mitchell will add a dedicated community section to the Visit Aylsham website by the end of January. The Just Aylsham newsfeed will form part of this section.

b) Social Media: To defer as Claire had sent apologies. Mitchell will catch up with Claire to discuss the aesthetic and branding of posts. The engagement is currently down, with the necessity to post collaboratively emphasised.
Tim reported that he had recently attended the Visit East of England conference.

c) Markets: This had already been covered under item 6. Mitchell and Pat to liaise over the content for the markets section of the Visit Aylsham website.

d) Business Engagement: Tim reported that ABC will be running a 'Naughty Elf' competition over Christmas, where there will be items in shop windows from other shops.

e) Heritage: Mitchell reported that further work will be required for the Snail Trail, such as 'Meet the Artist'.

f) What's On: Patrick reported that the Town Council Events team is focussing on Christmas.

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g) Visitor Information:. An update will be provided at a future meeting.

Sue advised that she had met with the Lidl developers to be given an update on their plans. Concerns were raised about the application and its impact on the town centre. Graham suggested enquiring of Harleston and how their town centre coped with an out-of-town supermarket development.

The next agenda will discuss this specifically and to agree items that, should the development go ahead, could be written into the s106 legal agreement to mitigate the impact on the town centre. This will be fed into the Town Council Planning Committee. It was noted that the Planning Committee had suggested the purchase of a nipper bus to connect Lidl and the town centre with the town estates.

8. Measures of Success

To defer to the next meeting for a broader discussion.

9. To Agree Action Plan

To defer until the next meeting.

10. To Consider Requirements for the 2027/2028 Budget

Consultant fees for the market

11. Items for the next agenda

Lidl development mitigation measures
Search Engine Optimisation feedback (GP)
Budget
Image Management

12. Date of the Next Meeting

Tuesday 1st December 2.30pm in the council chamber

With no further business to conduct, the meeting closed at 4.30pm

Signed (Chairman)_____ Date_____

DRAFT

MINUTES OF THE MEETING OF THE PROPERTY COMMITTEE HELD AT THE DRILL HALL ON TUESDAY 10th NOVEMBER 2026 AT 1PM

PRESENT:	Mary Evans	Michael Goodwin
	Kay Montandon	David Anderson
	Kevin Cunnane	Jon Minns

Also in Attendance: Faye LeBon, Clerk to Aylsham Town Council, Harry Clark Deputy Clerk to Aylsham Town Council and Gavin Watson, Maintenance Manager.

1. **To Receive Apologies for Absence**
   Apologies were received from Jon Minns.

2. **To Receive any Declarations of Interest and Request for Dispensation**
   None raised.

3. **To Agree the Minutes of the Meeting of 13th October 2026**
   The minutes from the previous meeting held on the 13th October 2026 had been circulated. These were ***agreed*** by the committee as a true and accurate record of the meeting.

4. **Matters Arising from the Previous Meeting, not forming part of the agenda**
   No matters raised.

5. **To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak**
   No members of the public in attendance.

6. **Property Maintenance and Repair.**

a) **Town Hall**

a) **To receive Town Council feedback on larger scale improvements and refurbishment project**
   The committee were updated that the Full Council had approved the improvements/ refurbishment project to move forward. The Clerk updated the committee on items that they will be reviewing such as solar panels, disability access and LED Lighting, and added that consultants are still to be sourced.

b. To receive update on urgent roof repairs.

The committee were updated that repairs are to begin on the 23rd of November 2026, and that repairs should be complete before the 27th of November 2026.

b) **Cemetery Cottage**

a. **To receive quotes for damp proof specialist**

The committee were updated that no quotes have yet been received and are awaiting response.

b. **To receive update on roof / gutter clearance**

The committee were updated that only one quote had been received and are awaiting further quotes.

c) **23 Market Place**

a. To receive update on lease renewal

The committee were informed that Leathes Prior have been appointed and are in talks with Brown & Co, now a awaiting an update.

d) **Cemetery**

The committee noted that there are charges on the graves and will remain on the graves until family members are made known, further testing is still required to be completed in the old part of the cemetery which is to be completed by the deputy Clerk.

e) **Drill Hall**

a. To Receive Update on Licences

The committee noted that the council's solicitors are awaiting reply from Sutton Dance Studio. The committee were made aware that Sutton Dance Studio refuses to pay the price increases until the matter is resolved. report. When toilet alarm was tested it made a noise but did not notify anyone. This is to be investigated further.

f) **Streetlights**

a. **To receive update on streetlight replacement on Church Terrace**

The committee were updated that it is still with the town council's insurance company, and they are waiting for information from contractors.

b. **To receive notification of streetlight inspection**

The committee were updated that the inspection report has not yet been received. The clerk informed committee that consideration wasn't given to older streetlights and that there is a potential large project of replacement of streetlights. The committee noted the information.

c. **To consider project proposal for streetlights on Sir Williams Lane**

The committee were informed by the Clerk the type of groundwork and cabling underground that would be required or the solar option that is also available. The committee will await report of the inspection.

g) **Open Spaces**

a. **To receive update on play area repairs**

Gavin Watson updated the committee that repairs are ongoing but repairs at Wymer Drive are complete, he continued that he is waiting for additional equipment to arrive to continue repairs. The committee requested Gavin to Replace the gates as requested previously.

b. **To receive update on MUGA Improvement**
The committee noted that there was £13,000 S106 match funding from Hungate street is available, the Clerk informed the committee of ideas from residents and will be in contact with them further to discuss their ideas.

h) **Allotments**

a. **To receive update on closure of Norwich Road Allotments by the Secretary of State**
The Committee were informed by the Clerk that after checking with planning department at Broadland District Council, that the Town Council has no authorisation to close the allotments as it requires authorisation from the Secretary of State. The committee were further informed discussion with allotments society still needed to be held however further confirmation will be needed that the allotments were only ever label as a temporary space.

7. 2027/2028 Budget

a. To Review fees for:

i. Town hall (Comparison Report as Requested)
The Committee Accepted the figures increase on block as suggested.

ii. Storage Facilities
The committee discussed the square footage of the storage space and The Clerk to contact organisation and review the storage space.

b. To consider any Other Items for Budgetary considerations
No further items to discuss.

8. No Review Hire Agreements
The committee noted that the Clerk is to review the Hire Agreements.

9. To confirm the Date and Time of the next meeting
The committee noted that time and date for the next meeting is the 8th December 2026 at 14:00 at the Drill Hall Meeting Room.

The Meeting Closed at 14:04

Signed_____(Chairman) Date_____

Meeting of Aylsham Town Council - 2nd December 2026

Item 15e – Property Committee

ii) To Receive Update on Health and Safety Repairs for Town Hall Roof

The repairs are due to be actioned on 26th November with all scaffolding removed in time for the Christmas Lights switch on.

iii) To Receive Update on Town Hall Boiler Replacement

Work commenced on the boiler replacement on 24th November. Portable heaters have been provided to allow for works to progress without impact on hirers of the building.

iv) To Receive Update into Town Hall Improvement and Refurbishment Project

The Chairman and Clerk attended a Webinar hosted by the National Lottery Heritage fund. The Town Hall project appears to seem one that would be looked favourably on by the funder and there is scope to bring in works with the archives into the project. However, as the project is likely to fall into the £250,000 - £1,000,000 project, the Town Council would be responsible for:

1) Any consultant fees to bring the project to a stage where an application to HLF could be made.
2) 5% match funding of the full project.

An enquiry has been made of Broadland Council's CIL officer to check that CIL could be used to fund these.

Approaches have been made to possible consultants with two having met the Clerk and the Maintenance Manager onsite to discuss the project further.

AYLSHAM COMMUNITY EVENTS COMMITTEE

MINUTES OF THE MEETING OF THE AYLSHAM COMMUNITY EVENTS COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL ON WEDNESDAY 18TH NOVEMBER 2026 at 2:00pm

PRESENT:

Kevin Cunnane	-	Councillor
Patrick Prekopp	-	Councillor
Kay Montandon	-	Aylsham Town Council Chair
Giles Margarson	-	Town Resident
Emma Payne	-	ABC representative
Donna Butcher	-	Office & Events Manager
Claire Butler	-	Communications Officer

01. To elect a new chair of the committee

The committee voted for Kay Montandon to be appointed Chair.

02. Welcome introductions and apologies

Emma Payne and Claire Butler were welcomed to the meeting. It was ***agreed*** to appoint Emma Payne as a member of the committee. Apologies received from David Anderson.

03. To receive member's declarations of interest in agenda items

None received.

04. To confirm minutes of meeting held on Wednesday 21st October

Patrick Prekopp requested that item 10 be amended to read Local Makers' Market. With this amendment the minutes of the meeting held on Wednesday 21st October 2026, as previously circulated were then **confirmed** and signed.

05. Information on matters arising

No matters arising.

06. To adjourn the meeting to allow members of the public to speak

No members of the public present.

07. To receive final plans for Christmas lights switch on.

Donna confirmed plans for Christmas lights switch on night with the committee. Donna to send an email to all volunteers w/c 23 November detailing time and location

where the volunteers will be required and the health and safety briefing. It was **agreed** that the car park at Bure Valley Railway will be locked at 10pm and be provided with suitable signage to this effect. Emma Payne ***agreed*** to pull back the barriers from Red Lion Street at the end of the street closure. Donna advised the committee that it is getting difficult to maintain a good Christmas market atmosphere within Red Lion Street due to an increasing number of businesses stating that they do not wish to have stalls outside of their premises on the night. Emma ***agreed*** to relay this to the ABC members at their meeting on Wednesday evening

08. To receive an update on the Local Makers' Market

Patrick Prekopp advised the committee that the company he had been having discussions with regarding 4 seasonal markets in the town, has decided to withdraw from considering Aylsham as a venue due to overnight parking issues in the market place. After a lengthy discussion it was agreed to approach other market towns for insight to how they eradicate this issue, to request budget for a Market Officer and to encourage pop-up stalls. ABC to be encouraged to work alongside the town council to improve the seasonal market.

09. To decide on a calendar of events for 2027

Both Town Council and outside events noted, and maybe subject to change, for 2027:

10th January	-	Plough Sunday (St Michael's Church)
23rd January	-	Live Well for Less
13th June	-	Street Party
11th July	-	International Street Food Festival
16th-17th July	-	Beer & Gin Festival (Aylsham Round Table)
30th August	-	Aylsham Show (Town Tent)
2nd-3rd October	-	Food Festival (Slow Food)
9th October	-	Healthy Town
26th November	-	Christmas lights switch on
4th December	-	Christmas craft fair

10. To note items for information/discussion at the next meeting

Feedback from Christmas lights

11. To agree date for next meeting as Wednesday 16th December 2026

The committee **agreed** the next Events committee meeting to be held on Wednesday 16th December at 14:00 in the Council Chambers.

The Chair closed the meeting at 15:13

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Meeting of Aylsham Town Council - 2nd December 2026

Item 15fi – Churchyard Committee

The Churchyard committee will meet on 30th November. As part of this meeting will be the appointment of a contractor to repair the church wall.

Seven contractors tendered for the works. The Procurement Panel met on 24th November and agreed a top 3 contractors to recommend to the committee. The Town Council's consultant has also reviewed all tenders and provided further information to the committee.

The committee's decision will be presented to the council

AYLSHAM COMMUNITY EVENTS COMMITTEE

MINUTES OF THE MEETING OF THE AYLSHAM COMMUNITY EVENTS COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL ON WEDNESDAY 18TH NOVEMBER 2026 at 2:00pm

PRESENT:

Kevin Cunnane	-	Councillor
Patrick Prekopp	-	Councillor
Kay Montandon	-	Aylsham Town Council Chair
Giles Margarson	-	Town Resident
Emma Payne	-	ABC representative
Donna Butcher	-	Office & Events Manager
Claire Butler	-	Communications Officer

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03. To receive member's declarations of interest in agenda items

None received.

04. To confirm minutes of meeting held on Wednesday 21st October

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06. To adjourn the meeting to allow members of the public to speak

No members of the public present.

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9th October	-	Healthy Town
26th November	-	Christmas lights switch on
4th December	-	Christmas craft fair

10. To note items for information/discussion at the next meeting

Feedback from Christmas lights

11. To agree date for next meeting as Wednesday 16th December 2026

The committee **agreed** the next Events committee meeting to be held on Wednesday 16th December at 14:00 in the Council Chambers.

The Chair closed the meeting at 15:13

DRAFT

NOTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP HELD ONLINE ON TUESDAY 24th NOVEMBER 2026 AT 10am

PRESENT:

Kay Montandon (Town Councillor)
Kevin Cunnane (Town Councillor)
Peter Lavendar (Local Resident)
Pat Prekopp (Town Councillor)
Sue Catchpole (Broadland Council)
Mary Evans (Town Councillor)
Kate MacKenzie (Local Resident)
Grizelda Tyler (Local Resident)

Also in Attendance:

Rachel Leggett (Rachel Leggett & Associates)
Andrea Long (Compass Point Planning)
Faye LeBon (Clerk to Aylsham Town Council)

1) **Apologies for absence and minutes of the last meeting**

Apologies were received from Trevor Bennett, Lilie Ferarri and Chris Tilley. The minutes of the last meeting were accepted.

2) **Feedback on results of Household Survey**

Rachel had created a report of the results of the survey and thanked the group for encouraging residents to complete it. An executive summary had been created, and all the raw data was also provided (each item of raw data was in a different order to others to prevent comments being linked and reduce the risk of identification).
The response rate was 8.4% which, whilst acknowledged as disappointing, was deemed as acceptable for a town. The richness of the comments was noted.
It was raised that some estates don't receive Just Aylsham which the Clerk will follow up on. The report was reviewed with the following comments made:

- The age demographic of responses matched the age demographic of Aylsham in the census data.
- The word cloud emphasised the word 'Community'
- Almost half of the respondents had someone in their household looking to move within the next five years. Most of these wished to remain in Aylsham and most wished for a bungalow, although there was other types of housing specified.
- There was a lack of interest in supported housing, which supported the opinion that no further care home facilities should be used to facilitate the town's contribution to affordable housing.
- A charity is looking to resurrect a project to lodge homeless people in private housing, where there is room.
- The doctors' surgeries currently have capacity. It was noted that there has been no response to Rachel and Andrea from the surgeries. The ICB is a

statutory consultee in the Neighbourhood Plan consultations. Healthcare was a strong opinion in consideration of the location of development.

- Rachel will review the design code as a result of design data received as part of the Household Survey. In particular layby parking and 20mph limits in new developments.
- Rachel encouraged the group to think about public lighting and where this may be required. The Clerk read the current street lighting statement from the current plan and noted that this was out of date due to technological advances. When given the option, the Town Council had rejected street lighting in the new developments due to the availability of PIR lighting from the properties.
- The survey opinion of the sites put forward as part of the call for sites was discussed, with Site A being the preferred site. Rachel will amend the table to make it clearer and place a caveat on the survey results so it is understood that the survey results do not make development of a site a foregone conclusion.
- Rachel will speak to Trevor about the important views suggested in the survey. Andrea emphasised the need for the view to be special, not just an attempt to prevent development.
- Local Green Space was discussed and whether LGS27 should be included (Woodgate roundabout to the bus stop). Rachel suggested that Norfolk County Council may object to any highway verges unless they are deemed as special (as some of the wide verges in Aylsham may be). Kate will reassess the Local Green Spaces in light of the survey comments.
- Ensure that LGS16b is noted as temporary allotments (as it is in the current Neighbourhood Plan) to ensure that the land can be used for burials going forwards. The area will still require a local green space designation.
- Pat will look at the Non-Designated Heritage assets suggested in the survey.
- Buildings suggested to be protected for community use could be used in further discussed for Assets of Community Value.

3) Emerging Policy Ideas

Andrea will be comparing the survey results against current policies in the Neighbourhood Plan and seeing whether the existing policies each needed to be refined, changed, removed or added to. Current themes included:

- Housing mix (size and tenure)
- Site allocations
- Infrastructure (to include a policy to ensure any structure, such a bus shelters, removed by developers to facilitate the development is immediately replaced so as not to inconvenience local residents).
- Design
- Priority for community facilities
- Connectivity
- Important views
- Local Green Space

- Climate Change (as a new basic condition of Neighbourhood Planning requires this).
- Non designated heritage assets
- Provision of youth facilities
- Business and employment

4) Site Assessments

Andrea had used the government's template for assessing the sites put forward. Policy constraints around the sites were discussed as well as the physical constraints. The preferred sites from the survey were sites A, E and B. Sites C and D were the least preferred. These were the sites to the south of Henry Page road and comments reflected a break in the Aylsham boundary and the increasing distance from Aylsham Town Centre. Area A could deliver community benefit, whereas area D would deliver on employment.

5) Next Steps

- Policy drafting (Andrea)
- Finalising Local Green Space (Kate)
- Non Designated Heritage Assets (Pat)
- Important Views (Trevor)
- Build up to Regulation 14 consultation

6) Next Meeting

With Andrea on 12th January, 10am in the Drill Hall (meeting room).

There being no further business the meeting was closed at 11.50am.

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Blickling Stakeholders Meeting Notes 17.11.26

Attendees

Heather Jermy

Andrew Brooks

Andrew Dawson

Angela Brook

Sebastian Billing

Alan Evans Blickling Parish Council

James Fowell Itteringham Parish council

Andrew Mullenger Aylsham and District Community Shed

Apologies – none received

Updates from National Trust

Heather Jermy

Heather explained that Aylsham and District Community Shed are now being used as national exemplar for the Used and Useful policy of NT. This is the drive to explore any unused but useful buildings to see if they can be of better use. Heather did say that some properties including some residential properties create more of a challenge and we have reviewed properties at Blickling and very few are unused, but she would consider the possibility of any suitable properties being used for community spaces in the future.

Heather highlighted the opportunities for community funding available from NLHF now and urged parish council to explore these via the NLHF website and tnlcommunityfund.org.co

Andrew Brooks

Andrew confirmed that the culvert development work was now completed All interested parties have been informed. Jimmy praised of the positive appearance of the brick work repair.

Andrew explained that the Blickling outdoor team headed up by the Rangers and have created a significant change and improvement to the overflow car park area including the 4 acre. 200 parking spaces have been created by putting down recycled polymer mats of two different types. This will allow grass to grow back through the matting whilst creating a solid surface to drive through the space and also for cars to park safely on the stabilised surface. The aim was to retain the character and appearance of the space whilst creating much needed parking resource for busy periods on the estate. Fencing has also been installed to create a one-way system for cars which will be far better for safety and traffic management. This is just waiting for signage to be completed. We did have some corporate volunteering support from Aviva that assisted with this project

Deer management is continuing into 2027 with 50 % in stalking days on last year these will be happening from now to end of March. We will continue to responsibly use the carcases by donating to a food charity. There will be a repeat of the drone survey thermal imaging of the deer population in Dec 2027 to assess the impact of actions. There will continue to be increase in stalking to fall in line with forestry commission guidelines.

High winds closure policy is under scrutiny as the current pattern of closing and locking all car parks when winds reach the danger zone has had the unintended consequence of creating dangerous fly parking all around the estate as visitors continued to want to visit despite being informed of the dangers. That parking led to roads becoming impassible for emergency vehicles particularly around Fisherman's' Car Park. In the future it may be that we leave gates unlocked whilst continuing to message about the dangers of falling trees.

Crown Lifting of trees will become part of the yearly schedule of estate management for the Rangers team. The current plan is to start the process to crown lift from Moorgate to Itteringham. In the future crown lifting and dead wooding will be part of the tree inspection schedule. Stems up to 3 metres will be cleared and then Crown lifting on specific roads.

Angela Brook

As part of Blickling Estate's commitment to involving local communities in planning for future development of Blickling, a series of community-focused conversation activities have been held including participation in the Blickling Estate Road Show at Aylsham Town Hall on Thursday 17 September 2026. A mixed-methods, community-centred conversation was undertaken during the event to gather insight into local challenges, opportunities and community values relating to nature, heritage, and outdoor experience. 69 participants responded.

The outcomes of the Blickling Road show community consultation held at the Aylsham town hall have provided lots of useful information for us.

Community Poll: "Which is most important to you?"

Taken together, the consultation findings present a clear and coherent picture of a community that is deeply connected to its landscape, proud of its heritage, and sustained by a strong network of voluntary, cultural and civic organisations. Residents consistently emphasised the importance of nature, history and outdoor experiences in shaping wellbeing, identity and everyday life.

Nature emerged as the strongest priority, both in qualitative reflections and through the poll results, where it received the highest number of votes. People described the natural environment as a source of tranquillity, physical and mental health, social connection, and intergenerational enjoyment. Heritage was also valued for its emotional resonance, its role in remembering everyday lives of the past, and its contribution to a shared sense of place.

Alongside these values, the consultation highlighted several pressing challenges and opportunities facing the community. Themes around transport, accessibility, youth engagement, communication, environmental quality and affordability appeared consistently across the engagement boards. These issues reflect both practical barriers to participation and wider aspirations for a more connected, inclusive and well-supported community. Respondents also recognised the important

contribution of local organisations from heritage groups and first responders to cultural venues, schools and volunteer-led initiatives demonstrating the strength of existing social infrastructure.

Across all activities, Blickling was repeatedly identified as a trusted and valued institution with the potential to act as a connector, facilitator and catalyst for positive change

Sebastian Billing

Sebastian explored how the current decision to have a more daytime focused offer rather than winter Lights has come about referencing increasing competition for Winter Lights events and also growing risk of loss of profits due to closure for extreme weather events. By extending a daytime offer into the evening for specific dates allows for visitors to have a wonderful experience whilst in combination with the new carparking spaces will cut congestion and disruption for local residents too.

Shuan the sheep Ardman Trail has arrived and will be at Blickling until 17 of January. The house will be featuring Woolly Winter supported by a generous donation of £5000 pounds worth of yarn from Style Craft and the talent and determination of nearly 60 volunteers and staff to knit and craft something wonderful. For more detail, please refer to the attached briefing sheet.

Stakeholder feedback

Andrew Mullenger Community Shed

Andrew reflected on the positive experience of having workshop at Blickling and outlined the advantages of having a fixed space where projects and resources could be stored and tools left in place. He mentioned some of the projects the shed has been engage in including Aylsham Climate Emergency project creating kestrel, barn owl and little owl boxes as well as bat boxes and hedgehog boxes too.

Andrew drew attention to the therapeutic experience of being involved with the shed and gave two instances where individuals recovery from serious stroke and bereavement was supported by the activities and social environment created by the shed team. Andrew confirmed this was very much the aspiration for the shed.

Andrew suggested that at some point they may want to develop to have 2 sessions a week at Blickling as well as Saturday at Aylsham High School as volunteers with wider interest apart from wood working join them – stained-glass was mentioned – currently this is not planned.

James Itteringham Parish Council

Jimmy explained the foundations of the Itteringham Heritage Centre are now in place. Also, the Itteringham shop will be closed for 6 weeks during Jan and Feb 2027 to allow for major revamp. Following pole of residents, the post office is now remaining as 30 people asked for its retention. He explained that the village shop has been the victim of its own success and becomes congested inside due its popularity and that has led to issues with parking too. There are plans to create a car park but those are complex and will involve planning permission. Jimmy also mentioned the plans for Mannington and Wolverton Hall involving creating solar farm.

He also confirmed that the village now has a 30 mile an hour speed limit after a 4 year wait.

Alan Evans Blickling Parish Council

Alan thanked the Ranger team for support on the Silvergate cemetery grounds. He also asked about the possibility of 30-mile an hour speed limit through Blickling and Heather then explained that this was still under review with Jan 2027 being the most likely date. Alan also asked about the Blickling carol service. Angela confirmed that this will take place on Monday 14 December. The house will be open from 4.30 -5.15 then people will move to the church where mulled wine will be served before the carol service which will begin at 5.45. It is imperative that people book with us before coming along. Contact nationaltrust.org.uk or call 01263 738030

Meeting dates for 2027

10/03/27
09/06/27
22/09/27
14/12/27

All will be 10am-12pm