



**MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD IN AYLSHAM TOWN HALL,
ON WEDNESDAY 6th JULY 2022 at 7.00 p.m.**

PRESENT: Trevor Bennett Chairman Mr B Lancaster
Mrs J Bennett Mrs A Overton
Mr D Curtis Mr P Prekopp
Mr C Hodson Mr C Spink
Mrs M Evans

Sue Lake - Town Clerk Wendy Murphy – Finance Officer

6 members of the public

1. TO RECEIVE APOLOGIES

Apologies were received from Mr D Harrison and Mrs L Cannon

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Annette Overton and Dave Curtis declared an interest on Planning Application 20220951

3. MINUTES

Minutes of the Town Council Meeting held on 1st June 2022 had previously been circulated and were confirmed and signed by the chairman.

4. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA

The bollards at Mill Road have been installed but the bollard for the Town Hall loker is still awaited.

It was questioned whether anything had happened regarding a public meeting linked to Mill Road/Cawston Road. The chairman advised this is part of the Traffic Strategy discussions

5. COUNCIL VACANCIES

There were three candidates for the two vacancies. It was proposed and **AGREED** that a signed ballot would be held.

Following the ballot David Anderson and Jason Gibbons were co-opted onto the council

Both signed the declaration of acceptance of office and took a seat at the council table.

The chairman thanked the other candidate for his interest.

6. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS

Police – PC Ward advised that SNAP meetings were returning to face-to-face but there was no budget and the police are looking at Councils etc to provide a venue.

There was an incident at AHS the previous day but that has been resolved.

PC Ward was asked about the monitoring of the garage and advised that Broadland had undertaken this covertly and had nothing to report that could be followed up by them. Further questioning was referred to later in the meeting

The chairman advised he had met the person at Broadland responsible for abandoned vehicles and had mentioned the vans at The Buttlands. The information she supplied was different to that that PC Ward had received from the owner who lives on Hungate Street. The vans should be moved on shortly.

Norfolk County Council–Steve Riley reported that the county council is looking at changes to its constitution which he feels will stifle debate especially from opposition councillors. The same thing is also happening at Broadland where meetings are stopped or changed without notice.

Broadland District Council– Sue Catchpole advised that the culture at the District had changed dramatically since she was first elected. Services appear to be declining and they really need the public views on this.

She was asked about the Jubilee event run by Broadland and advised this was a poor effort lacking in atmosphere with few attending (7 councillors and 2 officers) and many people left early.

7. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION

A resident spoke of the benefits of a thermal imaging camera and hoped the council would agree to the purchase – item 21b

A resident was concerned regarding the possible lack of discussion regarding the impact on Burgh Road of the proposed new developments. The chairman assured him that this was discussed – regularly – and the draft traffic strategy was in progress, This has not been placed on the website as it is still a draft but once agreed would be available. The clerk advised that she would place the survey results onto the website.

A resident advised that at a previous meeting it was advised that the fire engine could not turn into Mill Road and had to seek an alternative route. This was not apparently correct.

8. TO ANSWER QUESTIONS FROM COUNCILLORS

None received.

9. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

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

b) APPLICATIONS FOR CONSIDERATION

20220654 19 Industrial Estate – amended plans
New offices and industrial units to rent

Town Council Response – No Objection

20220856 54 St Michaels Avenue
Single storey rear extension

Town Council Response – No Objection

20220862 Pryde House, 29 Oakfield Road
Demolition of internal wall from the kitchen to the dining room

Town Council Response – No Objection subject to conservation officer approval

20220866 4 Rippingall Close
Extension and conversion of the existing garage

Town Council Response – No Objection

20220913 The Ramblers, 22 Cromer Road
New driveway with drop kerb to service 22 Cromer Road, new low boundary wall of less than 1m and installation of new gates to new and existing driveways

Town Council Response – No Objection

20220921 3 Partridge Road
Single story front extension with garden wall to front

Town Council Response – No Objection

20220951 The Friendship Hall, 38 Mill Road
Replacement of existing extension with enlarged footprint

Town Council Response – No Objection

10. GREATER NORWICH LOCAL PLAN

a) To discuss a report on the exhibition by Hopkins Homes

A report on the issues raised at the recent meeting was tabled. The chairman made reference to the safe crossing of the A140. It was felt that due to the level and speed of the traffic the only safe options were a bridge, tunnel or lights.

It was proposed and **AGREED** that this is the view of the Town Council and would be expressed to all parties involved in the establishment of a crossing.

b) To agree a response regarding the plans presented by Hopkins Homes

A response based on the paper will be sent to Hopkins Homes, Broadland and Norfolk County Council. Members are asked to advise by Monday morning of any other issues that they wish to include.

11. FINANCIAL MATTERS

- a) To receive and adopt the Monthly Financial Report for May 2022

This was adopted.

- b) **To consider the purchase of a mirror for the Town Hall Lobby**

The clerk had received a quote for £719.68 for a sand blasted mirror plus an additional £300 for the frame to be placed in the Town Hall.

It was suggested that a better option maybe frosted vinyl and this will be looked into.

It was proposed and **AGREED** to procure a mirror up to the value of £1000.

- c) **To consider the purchase of bespoke maps for the town**

Examples of the maps produced in other towns were shown to councillors. A grant of £2000 has been received from Cittaslow to fund the cost of the maps. The maps should cost around £1000 leaving a further £1000 for boards and erecting. The proposal would be to have one near the Bure Valley Railway and one in the town centre. Planning permission may also be required.

It was proposed and **AGREED** to proceed with this project.

- d) **To consider a report on future CIL(Community Infrastructure LevY)**

The Town Council will receive a considerable amount of CIL should the proposed developments go ahead. Any CIL received must be spent within five years or it can be clawed back by the District Council. The clerk had produced a discussion paper on this to start the conversation as to potential projects the council could consider.

The main project could be a community centre possibly to replace the pavilion at the Recreation Ground. Apart from CIL there is also substantially funding to become available through the proposed windfarms which could also be utilised.

Any project such as this would take time through the planning phase and would also require public consultation.

The Town Meeting next March/April would be a good time to consult on possible ideas and councillors were asked to suggest any other project that could also be considered.

12. TOWN CLERK'S REPORT

The Town Clerk presented and updated her report

13. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS

Nothing to report

14. HIGHWAYS MATTERS

- a) **To receive an update from the County Councillor on the request for a change of priority at Penfold Street**

No update available. It was **AGREED** that the council should continue to pursue this

- b) **Parish Partnership 2022/3 – to consider possible projects**

This year's Parish Partnership scheme has been announced and councillors were asked to advise the clerk of any potential projects.

c) To consider the creation of wildflower areas

It is proposed to create some wildflower beds on the grass verge on Norwich Road. This will reduce mowing costs and will be a pleasing entrance to the town. Should this prove successful then the scheme could be increased to other areas. Initial funding for this is available from the Highway Verges earmarked reserve.

It was proposed and **AGREED** to pursue this matter

d) To receive any updates on Highway Matters

The clerk advised she had nothing to report. However, discussion was requested regarding the garage and the police report but as the police officer was no longer present the chairman felt there was no reason to address this. The possibility of yellow lines was not on the agenda and could not therefore be discussed but would be carried forward to a future meeting.

15. CAR PARKS

a) To discuss the car park provision in the town both currently and for the future

The clerk had contacted an officer at Broadland who indicated that the District Council would not wish to transfer car parks to the Town Council. It was queried why the Town Council would wish to do this and the answer is to ensure the town retains control and the parking policy is a town policy rather than a district policy. It is envisaged that charging will be introduced in October and this will cause severe displacement issues. It is also unclear what if any provisions are to be made for initial free parking and also for those employed in the town.

It was **AGREED** to make a formal approach to the District Council

b) To note that Burgh Road car park has been re-listed as an asset of community value

The re-listing of this car park has been completed for a further five years

16. RECREATION GROUND

a) To receive the minutes of the meeting held on June 14th 2022

These were noted.

b) To consider the Recreation Ground Committees views on new skatepark

At the May meeting the Town Council resolved the following:

Before undertaking any further work Council are asked to agree that they wish to work with the Recreation Ground Committee on this project.

Secondly they are asked to agree that the Town Council should be the lead partner.

In the minutes of the May meeting the Rec Committee also agreed this. However, in June the following correction was made

The minutes of meeting held 10th May 2022 which had already been circulated were amended to state that a skatepark committee should be arranged with an elected Chair but for the Town Council to not have the main lead and it be a joint venture. All in favour.

As this was directly opposed to the council view clarification was sought on what the council wanted. After a lengthy discussion the chairman proposed that no extra committee be formed and the project would be led by the staff with regular reports taken to both organisations.

c) To receive any update on Funding Request for the provision of a Rainwater Harvesting system at Aylsham Recreation Ground

There has been no confirmation from the District Council that a grant would be available

d) To consider a report re potential new pavilion

The Rec Committee were in favour of a new pavilion as discussed under Item 11d

c) To receive any update

Nothing further to report.

17. TREES

The clerk had met with the Tree Officer and a tree surgeon earlier in the day regarding the issues in Jewels Lane.

The first issue of the trees adjacent to properties in the mid-section of the lane. The Tree Officer agreed that the limbs could be reduced by 2m but he would not approve taking the tops off the trees. Some of the trees are ash trees and are showing signs of die back. The worse one is about 50% affected and the recommendation is that they should be removed when it gets to 70%. There is also a great deal of dead wood which should be removed. In view of the issue with the ash trees and that this is a busy thoroughfare the clerk advised that the recommendation was to remove dead wood annually. This was proposed and **AGREED**.

The issue at the other area adjacent to Goulder Drive is mainly caused by hazel. The Tree Officer was agreeable for this be coppiced which would solve the issue immediately. He also recommended that this be done about every six years. The council **AGREED** to this proposal.

One of the residents on Mileham Drive was not happy and will be making a complaint to Broadland

18. CITTASLOW COMMITTEE

a) To receive minutes of Meeting held on 15th June 2022

The minutes previously circulated were noted.

b) To confirm the decisions made by the Cittaslow Committee

These were **AGREED**.

19. CHURCHYARD COMMITTEE

a) To note minutes of the Churchyard Committee Meeting 29th June 2022

The minutes previously circulated were noted. The committee chairman advised that the gardens would be memorial gardens relating to covid and the Suffragettes

- b) **To consider a proposal regarding the waste area at the churchyard**
This had been discussed by the committee at length and the church are also in agreement. A faculty now needs to be applied for to undertake the work. It was proposed and **AGREED** to apply for a faculty to create the waste area

20 AYLSHAM TRAFFIC MANAGEMENT GROUP

- a) **To receive an update**
The last meeting discussed the revised strategy following the meeting with the consultants. This clarified some of the points raised earlier and a response to that will be sent for discussion at the July meeting.

21. CLIMATE COMMITTEE

- a) **To note minutes of the Aylsham Climate Emergency Meeting 30th May 2022**
The minutes previously circulated were noted.

- b) **To consider purchasing a Thermal Imaging camera up to a total cost of £800.**
The proposal was discussed in more detail. It was proposed and **AGREED** that the camera should be purchased up to the £800 cost.

- c) **To consider the possibility of purchasing a property to use as a Repair Café/ Men’s Shed/Hub**
Pat Prekopp explained the thinking behind this proposal. It was suggested and **AGREED** that the proposal be changed to
‘To consider the possibility of *obtaining* a property to use as a Repair Café/ Men’s Shed/Hub’
This change was agreed and the amended proposal was **AGREED**.

- d) **To consider whether Aylsham Town Council should sign up to the Climate & Ecological Emergency Bill**
It was **AGREED** to defer this proposal to give members more time to consider.

22. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

Double Yellow Lines

23. DATE OF NEXT MEETING

This was confirmed as **Wednesday August 3rd 2022** at 7.00pm

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 9.45p.m.

Minutes Agreed..... 3rd August 2022