



**NOTICE OF MEETING & SUMMONS TO ATTEND**

**THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL  
TO BE HELD IN THE TOWN HALL,  
ON WEDNESDAY 7 SEPTEMBER 2022 at 7.00p.m.**

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

**A G E N D A**

- 1. APOLOGIES FOR ABSENCE**  
To receive and accept Apologies for Absence as previously notified to the Town Clerk
- 2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**  
To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for Dispensations
- 3. MINUTES**  
To receive and confirm the Minutes of the Town Council Meeting held on 6<sup>th</sup> July 2022\*  
To receive and confirm the Minutes of the Town Council Meeting held on 3<sup>rd</sup> August 2022\*
- 4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**  
To receive information on any Matter Arising from previous meetings not on the agenda
- 5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**
  - a) To receive written and/or verbal Reports from Representatives (maximum 3minutes per report)
  - b) To consider any matter for Broadland Overview & Scrutiny Committee
- 6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK**
- 7. TO ANSWER QUESTIONS FROM COUNCILLORS**  
*Written questions should be given to the Clerk at least 3 days prior to the meeting.*
- 8. TO CONSIDER PLANNING ISSUES**
  - a) **APPLICATIONS DETERMINED**

Application no. & Address	Town Council Comment	Broadland DC Decision
20220283 12-13 Market Place, Aylsham	No Objection	Withdrawn

20220543 Trees, 3 Banningham Road	No Objection subject to opinion of conservation officer	Full Approval 15-08-2022
20220573 11 Red Lion Street	No Objection	Full Approval 11-8-22
20220592 37 Holman Road	Object as overdevelopment	Full Approval 17-08-2022
20220776 & 20220812 The Old Bank House Stables, Burgh Road	No Objection	Listed Building Approval 18-08-2022
20220856 54 St Michaels Avenue	No Objection	Full Approval 10/8/22
<b>20220732 Land adjoining Burgh Road, Spratts Green</b> New field access and gate to agricultural field (part retrospective)	<b>Object – no reason for additional entrance which is on a blind bend with poor visibility. Possible future use as a caravan site is indicated. Sue Catchpole agreed to call this in if necessary.</b>	At planning committee 7 <sup>th</sup> September

**b) APPLICATIONS FOR CONSIDERATION**

**20221188 Hill House, Heydon Road**  
Proposed new detached dwelling (part revised proposal 20091413)

**20221079 Dell Farm, Heydon Road**  
Erection of steel framed tractor storage, lambing and dry hay barn  
*Please see residents letter enclosed*

**20221111 Spa Farm House, Spa Lane**  
Cat slide roof – remove, replace and strengthen roof structure as necessary.  
Main roof – install new structural roof over existing trusses and purlins. Repair east gable and chimney (Listed Building)

**20221312 28 Howard Way**  
Removal of conservatory & erection of rear extension (Revised Proposal)

**9. FINANCE**

- a) To receive and adopt the Monthly Financial Report for July 2022\* **Pages 1-2**
- b) To receive a report from the Effectiveness of Internal Audit Group \* **Pages 3-4**
- c) To consider a request for free use of the Town Hall as a Breakfast Club \* **Page 5**

**10. TOWN CLERK'S REPORT**

To receive and adopt the Town Clerk's Monthly Report \* **Pages 6-7**

**11. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**

**12. HIGHWAYS MATTERS**

- a) To consider a report on double yellow lines \* Page 8
- b) To receive updates on Highway Matters

**13. RECREATION GROUND**

- a) To receive the Minutes dated 10<sup>th</sup> August 2022 \*Pages 9-11
- b) To receive any update

**14. CLIMATE COMMITTEE**

- a) To note minutes of the Aylsham Climate Emergency Meeting 1<sup>st</sup> Aug 2022 \*Pages 12-13
- b) To confirm the decisions made by the Aylsham Climate Emergency Committee
- c) To consider signing Climate and Ecology Bill – details available  
<https://www.ceebill.uk/>

**15. ALLOTMENTS**

- a) To receive notes of the Allotment Tenants Meeting \*Pages 14-15
- b) To discuss matters raised in the meeting

**16. AYLSHAM TRAFFIC MANAGEMENT GROUP**

- a) To note minutes of the Aylsham Traffic Group 11<sup>th</sup> August 2022 \*Pages 16-18
- b) To note minutes of the Aylsham Traffic Group Meeting 31<sup>st</sup> August 2022 \*Pages 19-22
- c) To confirm the decisions made by the Traffic Group

**17. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**

To note any items of Information or for referral to a future Agenda

**18. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as Wednesday October 5th 2022

Sue Lake

Mrs. S Lake

31<sup>st</sup> August 2022

**NOTES**

*This Meeting is open to the Public and the Press. The papers may be downloaded from the Town Council's website at [www.aylsham-tc.gov.uk](http://www.aylsham-tc.gov.uk) (go to Agenda and Minutes page). Copies of the signed Minutes of the Town Council Meeting held on 3<sup>rd</sup> August 2022 will be available from the Council Office as soon as possible after the 8<sup>th</sup> September 2022.*

*All documents referred to in this agenda as "attached" are also available on the website (unless marked confidential). Planning Applications listed above are those notified to the Town Council at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed on line please go to [www.broadland.gov.uk](http://www.broadland.gov.uk), and follow the links through to planning.*

