



I HEREBY GIVE NOTICE OF A MEETING OF THE AYLSHAM TOWN COUNCIL **PROPERTY COMMITTEE** AND SUMMONS ALL MEMBERS TO ATTEND. THE MEETING WILL BE HELD IN THE TOWN HALL ON ***Tuesday 8th October at 11am***

Faye LeBon Town Clerk

3rd October 2025

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.

AGENDA

1. Election of Chairman
2. To Receive Apologies for Absence
3. To Receive any Declarations of Interest and Requests for Dispensation
4. To Agree the Minutes of the Meeting of 9th July 2025 (1-3)
5. To Receive Notes of Site Visits on 9th July 2025 (4-5)
6. Matters Arising from the Previous Meeting, not forming part of the agenda.
7. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak
8. To Receive RoSPA Play Inspections
 - a) St Michael's Play Area (6-26)
 - b) St Michael's Trim Trail (27- 59)
9. Town Hall
 - a) To Receive Fire Risk Assessment (60-90)
10. Drill Hall
 - a) To Receive Fire Risk Assessment (91-119)
 - b) To Receive Update on Valuations Office Correspondence (120)
 - c) To Discuss Energy Efficiency in the Drill Hall
11. To Commence Committee Budget Discussion
 - a) To Review Hire Rates for the Town Hall, with effect from 1st April 2026 (121)
 - b) To Review Hire Rates for the Drill Hall, with effect from 1st April 2026 (121)
 - c) To Review Rents for Markets, with effect from 1st April 2026 (122)
 - d) To Review Rates for the Cemetery, with effect from 1st April 2026 (122-124)
 - e) To Review Rates for Allotments, with effect from 1st October 2027 (124-125)

- f) To Consider Items for 2026/2027 Budget, including receipt of proposal for Asset Management Software (126-136)
- g) To Consider items to be included in the Aylsham Five Year Plan

12. To Note Items for Information or for Inclusion in a Future Agenda

13. To Confirm the Date and Time of the next meeting

14. 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 15 in view of the personal nature of the business to be transacted.

15. To Review Exclusive Use Leases