



**MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD IN AYLSHAM TOWN HALL, ON WEDNESDAY 1st NOVEMBER 2023 at 7.00 p.m.**

PRESENT: Trevor Bennett Chairman Catherine Fletcher
Mary Evans Kevin Cunnane
Joan Bennett Kay Montandon
Cheryl Bould Annette Overton
Dave Curtis Pat Prekopp

Wendy Murphy – Deputy Clerk
Sue Lake - Town Clerk

7 members of the public

1. TO RECEIVE APOLOGIES

Apologies were received from David Anderson and Lloyd Mills.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None made.

3. MINUTES

Minutes of the Town Council Meeting held on 4th October 2023 had previously been circulated and were confirmed and signed by the chairman.

4. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA

It was confirmed that the benches in the market place would be installed in the New Year.

5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS

a) To receive reports from Representatives

Police – Not present and no report

County Council – Not in attendance

District Council – Sue Catchpole advised that she has asked for more information regarding empty cans of laughing gas being found.

She confirmed that the general public should be using crime stoppers to report any criminal issues. County lines is being investigated and the police have confirmed that

they will not pursue individuals as they can easily be replaced. They are concentrating on the main criminal gang.

Sue advised that the Police are being discouraged from attending Town/Parish council meetings and for the District Councillors and a councillor to attend the SNAP meetings. She confirmed that Aylsham St Giles Cricket Club have applied for a grant from the Community Grant Scheme for high netting and moving strips so that Cricket can be played more safely at the Recreation Ground.

6. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION

Two members of public gave objections on the Planning application at Dell Farm.

Two committee members from Cittaslow gave a presentation on the virtues the town has enjoyed being a Cittaslow member.

7. TO ANSWER QUESTIONS FROM COUNCILLORS

None received

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

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

b) APPLICATIONS FOR CONSIDERATION

2023/3146

Orchard End, Palmers Lane

New raised roof construction with elevation redesign. New front porch

Town Council Response – No Objection

2023/2953

Dell Farm, Heydon Road

Change of use from agricultural to residential. Proposed cart lodge with open storage for the existing dwelling. 1st floor attic space to provide amenity space accessed by an internal staircase complete with solar panels to the roof

Town Council Response – Objection, size of cart shed and in conflict walking and wheeling strategy. District Councillor has called this application in

2023/3138

Dell Farm, Heydon Road

Installation of an additional 120 solar panels

Invalid Application

2023/2897

8 White Hart Street

Variation of Condition 2 and 8 of 20210288 – to allow off street parking and removal of covered entrance porch and pergola

Town Council Response – No Objection

9. POTENTIAL NEW HOUSING DEVELOPMENTS

a) To discuss any updated information on Norwih Road site

Nothing further has been received.

b) To receive the planning application for Burgh Road.

Discussions took place about the forthcoming meeting on 14th November at 6.00pm at the Town Hall.

c) To receive replies to concerns on GNLP

Email was sent from the Town Clerk and replies were received which did not answer any of the questions asked. Trevor Bennett will draft a reply. It was agreed that there will be a crossing on the A140 and it looks certain that both applications will go ahead.

10. FINANCE

a) To receive and adopt the Monthly Financial Report to 24.10.2023

This was adopted.

b) To consider a request for a donation to Aylsham Runners

It was **AGREED** that the full amount £653.63 requested would be donated.

c) To consider the cost of Bure Meadow allotment access road repair

It was **AGREED** that this could be done by the facilities team at a cost of £294 net of VAT

d) Council to consider paying for professional advice from Community Action Norfolk to establish whether a councillor needs to be a trustee of the Recreation Ground Committee – cost £150.00

This was **AGREED**

11. BUDGET 2024/2025

The draft Budget was handed out and councillors were asked to come to the office to see Wendy or Sue if they wanted anything explained further

12. TOWN CLERK'S REPORT

The Town Clerk presented and updated her report.

13. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS

Nothing to report

14. RECREATION GROUND

a) To receive the Recreation Ground Minutes 25.09.23

These were received

b) To receive any update

It was noted that the Committee were working hard at solutions to make the Recreation ground a safe place for all.

15. HIGHWAYS MATTERS

a) To receive a report on Disabled Parking

The council were asked to consider a request to instal another parking space in the Market Place – This has already been addressed in the Traffic Strategy.

b) To receive a report on walking, wheeling and cycling strategy

The report had previously been distributed – Norfolk County Council has opened a public consultation on line haveyoursay@norfolk.gov.uk. The closing date is 24th November. Members of the public and councillors are encouraged to have their say.

c) To receive any updates

None noted

16. CITTASLOW COMMITTEE

a) To receive minutes of Cittaslow Meeting held 18th October 2023

These were noted

b) To receive any update

None noted

17. CITTASLOW MEMBERSHIP

To consider a resolution to withdraw from membership as originally discussed in December 21

It was agreed that the Cittaslow committee have worked hard over the last couple of years promoting Cittaslow in Aylsham and they should be congratulated. No motion did not receive a proposer so fell.

18. CLIMATE COMMITTEE

a) To note Minutes of ACE Meeting 2nd October 2023

These were noted.

b) To confirm decisions made by the Climate Committee

None made

c) To receive any update

The committee will be looking at tightening up their procedures at their next meeting.

Jerome Mayhew visit was cancelled and another date is being looked at.

19. PROPERTIES COMMITTEE

a) To receive minutes of Properties Meeting 11th October 2023

These were received

b) To agree the change to the Terms of Reference

It was Agreed to change the Meeting from 4 to 2 times per year

c) To confirm decisions made by the Properties Committee

These were confirmed

d) To receive any updates

It was confirmed that the Telephone Box has been advertised in Just Aylsham. The clerk confirmed that the cups are being stained, the cost of a new Dishwasher for the Kitchen at the Town Hall would be approx. £2,000 She will arrange for ½ a dozen different types of mugs to be purchased to see if this makes a difference.

20. EVENTS COMMITTEE

a) To receive minutes of Events Meeting 18th October 2023

These were received

b) To confirm decisions made by the Events Committee

None made

c) To receive any updates.

There was a concern from the Tree Wardens about the school children planting a tree and attending a ceremony due to safeguarding.

d) To request volunteers to help at the Christmas Lights Switch 24th November 2023

Kay Montandon, Cheryl Bould and Trevor Bennet confirmed that they should be able to help as will as councillors on the Events Committee.

21. CHURCHYARD COMMITTEE

a) To receive minutes of the Churchyard Meeting 2nd October 2023

These were received

b) To confirm decisions made by the Churchyard Committee

None made

c) To receive any updates.

The clerk confirmed that the tree work in the Churchyard had been completed.

22. STREETLIGHTS

a) Council to consider report on Street Light Cable – Hungate Street

It was **AGREED** for T T Jones to install a 6m street lighting support pole to support hanging overhead line after consultation with resident.

b) Council to consider report on Solar Lighting at Banningham Road

It was **AGREED** to install a 6m street lighting column near the bus stop by the Dunkirk junction

23. RIVER WATER

Council to consider a request from Bure Navigation Conservation Trust

The council **AGREED** that David Anderson should be asked if he would like to be involved with this and should be added as an Agenda for the next meeting.

23. BROADLAND DISTRICT COUNCIL

To receive a report of Review of Polling Districts and places

It was agreed that one polling station in Aylsham Town Hall is sufficient for the time being.

24. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

River water

Communications Officer

24. DATE OF NEXT MEETING

This was confirmed as **Tuesday November 14th 2023** at 6.00pm to discuss planning application for Burgh Road only and full Town Council on **Wednesday 6th December** at 7.00pm

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 9.33p.m.

Minutes Agreed..... 6th December 2023