



MINUTES OF THE MEETING OF THE **CITTASLOW** AYLSHAM COMMITTEE HELD AT DRILL HALL, ON TUESDAY 19th MAY 2026 AT 11am.

PRESENT: Pat Prekopp (Chair) - Aylsham Slow Food, Town Council
David Anderson – Aylsham Town Council
Mo Anderson-Dungar – Cittaslow UK and Aylsham Country Markets
Kevin Cunnane – Aylsham Town Council
Mary Evans – Aylsham Town Council
Giles Margarson - Aylsham Community Partnership
Wendy Sadler – Aylsham in Bloom

Also in Attendance: Donna Butcher, Office Manager - Aylsham Town Council.

1. Election of Chairman for the Forthcoming Year

It was **agreed** that the Chairman for the forthcoming year should be Patrick Prekopp, after a proposal from Giles Margarson and a second from David Anderson. Patrick was thanked for his time given to chairing this committee.

2. To Receive Apologies for Absence

Apologies were received from Mike Downes (Rotary), Jo Tuttle (Aylsham High School) and Jean St Clair (U3A).

3. To Receive Declarations of Interest and Requests for Dispensation

None raised.

4. To Agree the Minutes of the Cittaslow Aylsham Committee held on 28th April 2026

The minutes from the meeting held on the 28th April 2026 had been circulated. These were **agreed** by the committee as a true and accurate record of the meeting and were signed by the Chairman.

5. To Note any Matters Arising from the Minutes, not Listed Elsewhere on the Agenda

No matters raised.

6. Adjournment of the Meeting to Allow Members of the Public to Speak

No members of the public in attendance.

7. To Consider Update to Terms of Reference

It was **agreed** to request that full council amend the committee terms of reference to

rephrase the aim of the committee to 'to encourage the culture of good living and wellbeing through active citizenship to improve the quality of life in the town'.

8. Cittaslow UK and Cittaslow International

It was *noted* that Mold had made the decision to leave the Cittaslow movement. Giles advised it would be Italy that that would decide whether Aylsham, being the only English town, could remain with Cittaslow status. The committee were keen for this to carry on. Mo will arrange an AGM to discuss further.

9. To Receive Market Updates

a) Food and Craft Market

A written report was provided. Last month's market had an attendance of 10 stalls, including charity stalls. With the increase in attendance the decision was made to relocate the market back to the centre of the market square, helping to create a busier more vibrant atmosphere.

The addition of the princess characters at last month's event was extremely well received by visitors. The next market will feature Paul Thompson, a local singer/song writer who performs with a rare 20 string harp guitar.

Next month's market is expected to feature a similar number of stalls, continuing the positive momentum of recent events.

b) General Markets on Monday and Friday

A written report was provided.

The Monday market is currently trading with 6-7 stalls each week. At present there are 2 small pitches available and one larger pitch, which is hoped to soon be filled by a new fruit and veg stall.

Friday markets have seen a slight reduction in numbers, with the average attendance being four stalls. However, due to his popularity on Mondays, Aish Bakery is now attending the Friday market on a regular basis.

c) Country Markets

Mo reported that with Aish Bakery now attending the Friday market and Coxford's doing their 'hot food Friday', it was having an impact on the trade in the kitchen. Aside from that all is going well.

Patrick advised that it was hoped to do a questionnaire for traders and visitors at the markets on the different days - why they visit/trade on a particular day etc.

10. Visit Aylsham.

a) To receive update on Heritage Snail Trail

Patrick reported that the feature snail will be at the Family Learning Day, albeit under wraps (except for its head). The press release is ready, but there has already been coverage in the EDP and North Norfolk News. Giles advised that planning permission for the plaques has not yet been granted but no problems are foreseen with this process and a decision should be made next week. 15 plaques are to be fixed to

buildings around town, with a decision to be made as to what resource is required to fix the plaques.

b) To receive update on Entertainment at the Food and Craft Markets

As previously reported, the princess characters were received very well. Further monthly entertainment is booked up to September.

c) To receive update on Visit Aylsham website

A presentation of the website by Mitchell Philpott at Blickling was very well received. The Office Manager has scheduled several social media posts across the Aylsham Town Council and the Aylsham Town Council Events pages. The committee was asked for content for the Cittaslow section.

11. Town of Culture

a) To receive update on Town of Culture Expression of Interest Project

No decision had been made by the Department for Culture, Media and Sport.

12. To Consider Bookmarks Project and Funding Thereof

It was *agreed* that there was no budget for this project.

13. To Note the Minutes from the Aylsham Climate Emergency Working Group

These were not available.

14. To Note the Minutes from the Aylsham Community Events Committee

There had been no events committee meeting since the last Cittaslow meeting.

15. To Receive the Following Group Reports

a) Slow Food Aylsham

Patrick reported that the Snail Trail plans were progressing. The Street Food Festival now has 10 vans, 2 gazebos and 1 table booked. Preferably 3 or more vans were needed.

b) Aylsham High School

Jo Tuttle had provided apologies for the meeting.

c) Aylsham in Bloom

Wendy report that the summer planting, including The Pump, was to begin in the next 2 weeks and the window boxes at the Town Hall within next 10 days. The coffee morning at the Town Hall raised £682.66 for the memorial garden in the churchyard. The Open Gardens project is on track.

d) Aylsham Business Consortium (ABC)

No report available.

e) Aylsham Parish Church

Thanks to the fundraiser, there is now funding to install plaques at memorial garden to commemorate the Aylsham women's right to vote and those affected during the Covid 19 pandemic.

f) Aylsham Rotary Club

No report available.

g) Aylsham U3A

No report available.

h) Aylsham WI

Mo reported that May's meeting was held at the Friendship Hall and the speaker was Lesley Polly who has a B&B in France. June's speaker will be Tony Brown talking about Wildflower Meadows

16. To Note any Items for the Next Agenda

Town Tent for the Aylsham Show (contact groups, publicity and banners etc)

17. To Agree the Date of the next Meeting

This was agreed as Tuesday 16th June 2026, 11am at the Drill Hall.

There being no further business the meeting was closed at 11.40am

Signed _____ (Chairman) Date _____

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Minutes of the **Aylsham Climate Emergency Group Meeting held on 1st June 2026**



Present:

Grizelda Tyler (Chair)
Bryce Davies
Jenny Haycocks

Sue Catchpole
Heather Davies-Walters
Corrinne Houlden

Kevin Cunnane
Michael Goodwin
Hilary Lucier

Also Present: Faye LeBon (Town Clerk).

1. To Receive Apologies for Absence

Apologies were received from Catherine Fletcher, Kay Montandon and Yvonne Stewart.

2. To Receive Declarations of Interest and Requests for Dispensation

None received.

3. To Agree the Minutes of the 11th May 2026

The minutes of the meeting held on 11th May 2026 were **agreed** as a true record of the business conducted.

4. To Note Matters Arising from the Minutes, not Included on the Agenda

None raised.

5. Existing Projects.

a) To receive update on projects for Green Infrastructure funding

It was confirmed that £5,000 had been received for the Nature Trail project. The projects for Swift Streets, the low hedging on Mileham Drive, Improvement of Old Station Yard and other areas to benefit nature and the wildflower creation areas are part of a different fund and will be paid on receipt of invoice. Invoices made out to Aylsham Town Council should be sent to The Clerk.

b) To Receive Update on PEB Film Screening

The PEB film screening is on Saturday 4th July. Discussions occurred about reaching different sectors of the local population that wouldn't normally attend the ACE film screenings. It was suggested that all ACE members should try to personally invite someone that they know, but who wouldn't normally attend. Approaching different sectors, such as sports clubs, community organisations and schools were discussed (although it was noted that the film is rated as 16+ due to its hard hitting nature). Jenny has already reached out to the church.

It was also noted how important it was to have information ready about the next steps. This could include:

- Details of someone to talk to, due to the hard hitting nature of the film.

- Information on volunteering (eg: Eves Hill / Community Shed)
- An information board on what ACE is doing
- A data collection point to collect contact information of people who would like to know more.
- A display board of '7 Top Tips'
- Details of the local PEB WhatsApp group
- A follow up 'People's Assembly' of how to respond.

It was agreed that someone should be on the door to welcome people to the event, as it was important to let people know that they are not alone. It was also important to understand that people lead busy lives, and in some cases, they may be time limited to what they can do after the event.

Jenny, Grizelda, Anna and Yvonne will take these ideas and discuss further.

The Clerk will add 'Follow up to PEB' to the next ACE agenda.

Promotion of the event was discussed. Posters are being put up and there will be a campaign on social media. The event is listed on the PEB website. Jenny will send the details to the Clerk for inclusion on the Visit Aylsham website. It would also be useful to do promotion at the mangling session at the Saturday Food and Craft market. The Clerk is to arrange for some leaflets to be handed out.

c) To Receive Update on Pen and Dental Recycling

This project is now up and running. A table has been donated to allow for ease of sorting blister packs, dental products and stationery on a Friday morning.

d) To receive update on 'Library of Things' Project

Michael was to feed back to Broadland Council the possible location for this pilot project. The Clerk is taking the project to full council on Wednesday and will feed back the council's support to Michael.

e) To receive update on Gardens for Wildlife competition

It was reported that the competition is now live. The project requires more publicity.

f) To agree actions for other planned events

Bryce and Heather will volunteer for the Family Learning Day on 20th June, but more help is required. The Clerk will check that the 'hook-a-duck' is in the basement.

Ideas can be collected from the children on environmental matters, and these can be displayed at the PEB film.

6. To Receive Lidl Planning Application and Agree Response to Aylsham Town Council

It was noted that Lidl had submitted its formal planning application for land south of Henry Page Road. ACE can submit a group response to the Town Council ready for their planning meeting on 11th June, however personal responses direct to Broadland Council were encouraged. The plans can be found on Broadland Council's website under reference 2026/0911.

The Clerk will send the applications to the ACE group to raise awareness.

7. To Consider Construction of a Volunteer Rota

This would be mainly for the covering of the blister pack collections on a Friday, however, could also be used for the film nights and other events. The Town Council has recently changed IT services to Microsoft 365 and so could now use Microsoft Forms. These could be used to collect volunteer availability.

8. To Receive Group Updates, not elsewhere covered in the agenda

Transport & Energy

Sue reported that a car park survey had now been completed for the Buttlands. There had also been an increase in the number of complaints about vehicles parked on Cawston Road and Mill Road.

Grizelda reported that the work of the energy group would be more prominent in November.

9. Finance

a) To receive updated ACE budget

The Clerk provided an update on the ACE budgets:

ACE Earmarked Reserve	£5,591.58
ACE Events Reserve	£699.25
Projects – Green Trail Reserve	£4,565.35
Projects – Veolia / Allotment	£725.00
Green Infrastructure s106 Projects agreed:	
Swift Streets	£1,913.00
Wildflower Creation Areas	£1,223.65
Improvements to OSY and other open spaces	£698.00
Low hedge planting at Mileham Drive	£2,096.06
TOTAL	£5,930.71

Income has not yet been received for these projects. Broadland District Council will pay on receipt of valid invoices.

The finance report was ***noted***.

10. Items for Future Agendas

Follow Up to PEB

Discussions occurred regarding:

- Concerns about the new administration at Norfolk County Council and the impact on net zero targets.
- Community Energy Trusts.
- Biodiversity audits.
- Solar panels on the Town Hall roof

Project proposals were requested.

11. To Agree the Date of the Next Meeting as Monday 6th July at 7pm

This was *agreed*

There being no further business the meeting was closed at 8.05pm.

Signed _____

Date _____

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AYLSHAM COMMUNITY EVENTS COMMITTEE

MINUTES OF THE MEETING OF THE AYLSHAM COMMUNITY EVENTS COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL ON WEDNESDAY 20TH MAY at 2:00pm

PRESENT:

Patrick Prekopp	-	Councillor
David Anderson	-	Councillor
Kevin Cunane	-	Councillor
Kay Montandon	-	Aylsham Town Council Chair
Caron Lawrence	-	Aylsham Business Consortium
Giles Margaron	-	Town Resident

1. WELCOME INTRODUCTIONS & APOLOGIES

In the absence of Cheryl Bould, Kay Montandon agreed to chair the meeting. Apologies received from Joan Bennett. Donna informed the committee that although Joan will not be able to attend the meetings, due to the change of time, she is happy to assist at any events whenever she can.

2. TO RECEIVE MEMBER'S DECLARATIONS OF INTEREST IN AGENDA ITEMS

None received.

3. TO CONFIRM MINUTES OF MEETING HELD ON WEDNESDAY 15TH APRIL 2026

The minutes of the meeting held on Wednesday 15th April 2026, as previously circulated were then **confirmed** and signed.

4. INFORMATION ON MATTERS ARISING

None raised.

5. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

None present.

6. TO RECEIVE AN UPDATE ON THE ROAD CLOSURES FOR THE STREET FOOD FESTIVAL

It was **agreed** that, with no response being forthcoming from the ABC members, the road closure would be for the Market Place parking spaces only and not to include Red Lion Street. The matter was raised as to whether the event was to be held under Slow Food or Cittaslow. Patrick to speak to Faye regarding Town Council staff working at the event on the day. It was **agreed** to change the time of the event from 10am-6pm to 10am-4pm. Patrick to change the promotional material.

7. TO RECEIVE AN UPDATE FOR THE STREET PARTY

Donna informed the committee that initial posts on social media had been well received and that there had been a few booking forms returned. She confirmed that Saturn Av is booked and that Medlers Haulage have been contacted regarding use of a trailer for the stage. It was also reported that a request for bands and/or singers was posted on social media and that those who had responded were being reviewed. Caron confirmed that the ABC had been informed of the change of date for the event.

8. TO RECEIVE ANY UPDATES FROM THE ABC GROUP

Caron reported that ABC are planning a social media campaign for the World Cup in which a video will be made to look as though the participating businesses are kicking a football to each other throughout the reel. They will then auction off the football for charity (yet to be decided).

9. TO RECEIVE ANY UPDATE FROM THE VISIT AYLSHAM GROUP

Patrick confirmed that the Town Snail will be unveiled at the Snail Race morning at the August Food and Craft Market. A discussion took place regarding a celebrity to perform the unveiling, possibly somebody dressed as Anne Boleyn. Donna reported that, following a structured social media campaign, a number of people have subscribed to the website.

10. TO NOTE ITEMS FOR INFORMATION/DISCUSSION AT THE NEXT MEETING

Discuss arrangements for the Aylsham Show. Patrick to contact David Hitcham and Johnny Payne.

11. TO AGREE DATE OF NEXT MEETING

Wednesday 17 June at 2pm.

12. CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 3:10pm.