

June 2019

	Actual Current Mth	Actual Year To	Cur- rent Annual	Varia- nce Annual	Funds Availab- le	% Spent
General Purpose	118	54,4	106,4	52,0		51.1%
Expenditure	7,800	19,8	94,5	74,6	74,6	21.0%
Net Income over	(7,683)	34,5	11,9	(22,64)		
plus Transfer from	0	0				
less Transfer to	0	0				
Movement to/(from) Gen	(7,683)	34,5				
Town Hall	2,006	32,0	69,0	36,9		46.4%
Expenditure	2,522	28,1	79,2	51,1	51,1	35.5%
Movement to/(from) Gen	(516)	3,91				
Drill Hall	2,720	26,9	63,3	36,3		42.6%
Expenditure	13,705	24,8	63,3	38,4	38,4	39.2%
Movement to/(from) Gen	(10,985)	2,09				
23 Market Place	1,250	1,25	5,50	4,25		22.7%
Expenditure	0	145	600	455	455	24.2%
Movement to/(from) Gen	1,250	1,10				
Cemetery Cottage	533	933	6,75	5,81		13.8%
Expenditure	0	0	1,50	1,50	1,50	0.0%
Movement to/(from) Gen	533	933				
Public Toilets	1,163	6,13	17,4	11,3	11,3	35.1%
Other Properties	0	6,15	12,3	6,20		49.8%
Expenditure	431	1,29	5,03	3,73	3,73	25.7%
Movement to/(from) Gen	(431)	4,85				
Cemetery	920	8,67	21,2	12,5		40.8%
Expenditure	1,360	4,28	21,2	16,9	16,9	20.2%
Movement to/(from) Gen	(440)	4,38				
Norwich Road	0	7	0	(7)	(7)	0.0%
Cromer Road	0	15	0	(15)		0.0%
Expenditure	0	0	250	250	250	0.0%
Movement to/(from) Gen	0	15				
Woodgate	0	70	0	(70)		0.0%
Expenditure	0	77	0	(77)	(77)	0.0%
Movement to/(from) Gen	0	(7)				
Bure Meadows	0	43	0	(43)		0.0%
Expenditure	64	253	0	(253)	(253)	0.0%
Movement to/(from) Gen	(64)	(210)				
Allotments General	0	9,65	23,8	14,1		40.5%
Expenditure	1,884	5,55	23,5	17,9	17,9	23.6%
Net Income over	(1,884)	4,09	266	(3,82)		
less Transfer to	0	0				
Movement to/(from) Gen	(1,884)	4,09				

		Actual Current	Actual Year To	Current Annual	Variance Annual	Funds Available	% Spent
Markets	Income	742	2,42	7,40	4,97		32.8%
	Expenditure	58	1,94	2,55	609	609	76.1%
	Movement to/(from) Gen Reserve	<u>684</u>	<u>484</u>				
Open	Income	0	72,3	145,9	73,5		49.6%
	Expenditure	7,086	49,7	150,8	101,0	101,0	33.0%
	Net Income over Expenditure	<u>(7,086)</u>	<u>22,5</u>	<u>(4,90)</u>	<u>(27,47)</u>		
	plus Transfer from EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(7,086)</u>	<u>22,5</u>				
Street Scene	Income	20,000	42,6	45,3	2,67		94.1%
	Expenditure	10,198	16,0	45,3	29,2	29,2	35.4%
	Movement to/(from) Gen Reserve	<u>9,802</u>	<u>26,6</u>				
Christmas	Income	120	691	0	(691)		0.0%
	Expenditure	81	81	1,65	1,56	1,56	4.9%
	Movement to/(from) Gen Reserve	<u>39</u>	<u>610</u>				
Street Party	Income	0	431	0	(431)		0.0%
	Expenditure	447	447	0	(447)	(447)	0.0%
	Movement to/(from) Gen Reserve	<u>(447)</u>	<u>(16)</u>				
General	Income	639	639	0	(639)		0.0%
	Expenditure	105	496	0	(496)	(496)	0.0%
	Movement to/(from) Gen Reserve	<u>533</u>	<u>143</u>				
Collectors Fair	Income	261	713	0	(713)		0.0%
	Grand Totals:- Income	<b>29,309</b>	<b>260,1</b>	<b>507,1</b>	<b>246,9</b>		<b>51.3%</b>
	Expenditure	<b>46,906</b>	<b>159,4</b>	<b>507,1</b>	<b>347,7</b>	<b>347,7</b>	<b>31.4%</b>
	Net Income over Expenditure	<u>(17,597)</u>	<u>100,7</u>	<u>(30)</u>	<u>(100,79)</u>		
	plus Transfer from EMR	0	0				
	less Transfer to EMR	0	0				
	Movement to/(from) Gen Reserve	<u>(17,597)</u>	<u>100,7</u>				

	Actual Current	Actual Year To	Current Annual	Vari- ance Annual	Funds Availab- le	% Spent
General Purpose	15	54,4	106,4	52,0		51.1%
Expenditure	6,52	26,3	94,5	68,1	68,1	27.9%
Net Income over	(6,51)	28,0	11,9	(16,13)		
plus Transfer from	0	0				
less Transfer to FMR	0	0				
Movement to/(from) Gen	(6,51)	28,0				
Town Hall	637	32,6	69,0	36,3		47.3%
Expenditure	4,24	32,3	79,2	46,9	46,9	40.8%
Movement to/(from) Gen	(3,60)	306				
Drill Hall	1,29	28,2	63,3	35,0		44.6%
Expenditure	4,16	29,0	63,3	34,3	34,3	45.8%
Movement to/(from) Gen	(2,86)	(771)				
23 Market Place	0	1,25	5,50	4,25		22.7%
Expenditure	0	145	600	455	455	24.2%
Movement to/(from) Gen	0	1,10				
Cemetery Cottage	466	1,39	6,75	5,35		20.7%
Expenditure	0	0	1,50	1,50	1,50	0.0%
Movement to/(from) Gen	466	1,39				
Public Toilets	857	6,99	17,4	10,4	10,4	40.1%
Other Properties	0	6,15	12,3	6,20		49.8%
Expenditure	431	1,72	5,03	3,30	3,30	34.3%
Movement to/(from) Gen	(431)	4,42				
Cemetery	1,89	10,5	21,2	10,6		49.7%
Expenditure	1,31	5,60	21,2	15,6	15,6	26.4%
Movement to/(from) Gen	573	4,96				
Norwich Road	0	7	0	(7)	(7)	0.0%
Cromer Road	0	15	0	(15)		0.0%
Expenditure	0	0	250	250	250	0.0%
Movement to/(from) Gen	0	15				
Woodgate	0	70	0	(70)		0.0%
Expenditure	0	77	0	(77)	(77)	0.0%
Movement to/(from) Gen	0	(7)				
Bure Meadows	0	43	0	(43)		0.0%
Expenditure	64	317	0	(317)	(317)	0.0%
Movement to/(from) Gen	(64)	(274)				
Allotments General	0	9,65	23,8	14,1		40.5%
Expenditure	1,83	7,39	23,5	16,1	16,1	31.4%
Net Income over	(1,83)	2,25	266	(1,9)		
less Transfer to FMR	0	0				
Movement to/(from) Gen	(1,83)	2,25				

Continued over page

		Actual Current	Actual Year To	Current Annual	Vari ance Annual	Funds Availabl e	% Spent
Markets	Income	942	3,36	7,40	4,03		45.5%
	Expendit ure	16	1,95	2,55	592	592	76.8%
	Movement to/(from) Gen	<u>926</u>	<u>1.40</u>				
Open	Income	0	72,3	145,9	73,5		49.6%
	Expendit ure	6,98	56,7	150,8	94,0	94,0	37.7%
	Net Income over	<u>(6,98)</u>	<u>15,5</u>	<u>(4,9)</u>	<u>(20,4)</u>		
Street Scene	plus Transfer from FMR	0	0				
	Movement to/(from) Gen	<u>(6,98)</u>	<u>15,5</u>				
	Income	0	42,6	45,3	2,67		94.1%
Christmas	Expendit ure	(52)	16,0	45,3	29,3	29,3	35.3%
	Movement to/(from) Gen	<u>52</u>	<u>26,6</u>				
	Income	305	996	0	(996		0.0%
Street Party	Expendit ure	67	148	1,65	1,50	1,50	9.0%
	Movement to/(from) Gen	<u>238</u>	<u>848</u>				
	Income	456	887	0	(887		0.0%
General	Expendit ure	1,61	2,06	0	(2,0	(2,06	0.0%
	Movement to/(from) Gen	<u>(1,16)</u>	<u>(1,1)</u>				
	Income	0	639	0	(639		0.0%
Collectors Fair	Expendit ure	(239)	257	0	(257	(257	0.0%
	Movement to/(from) Gen	<u>239</u>	<u>382</u>				
	Income	443	1,15	0	(1,1		0.0%
Grand Totals:-		<b>6,44</b>	<b>266,6</b>	<b>507,1</b>	<b>240,5</b>		<b>52.6%</b>
Expenditure		<b>27,8</b>	<b>187,2</b>	<b>507,1</b>	<b>319,9</b>	<b>319,9</b>	<b>36.9%</b>
Net Income over		<b>(21,3)</b>	<b>79,3</b>	<b>(30)</b>	<b>(79,3)</b>		
plus Transfer from		0	0				
less Transfer to FMR		0	0				
Movement to/(from) Gen		<b>(21,3)</b>	<b>79,3</b>				

### Request from Aylsham Boxing Club

We are trying to raise £500 to buy a posh gazebo to put on our concrete pad outside so we can use our weight machines and put our little boxing ring up. This will enable us to recruit hopefully another 4 or 5 members. Aylsham is becoming a problem with certain youths and we think we can deal with the problem at the club.

The builders said they would install our gates next week hopefully so the Boxing Club will be secure for our new shelter. Dawn was saying there is a recycling program with a pot of money that we maybe lucky enough to be a part of?

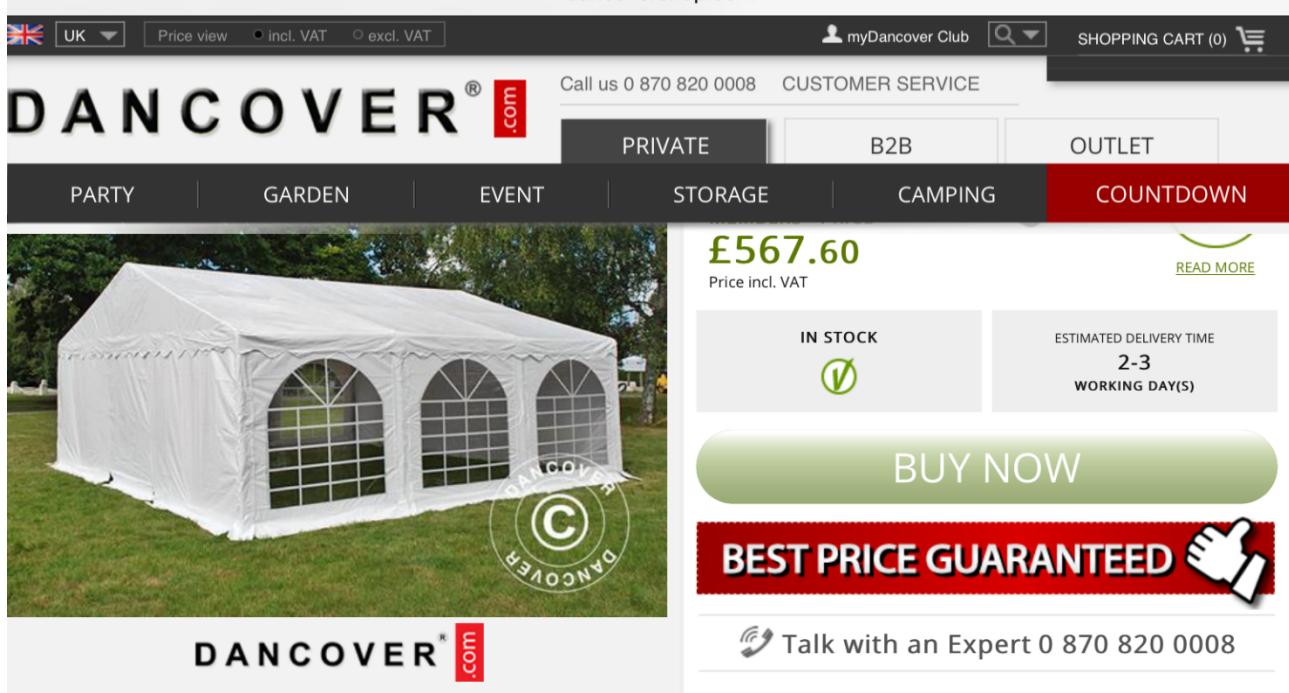
This would help us no end regarding space and also not taking up too much room in the boiler house. Also we are staying positive about the funding for the lean to/extension.

I hope you don't mind me asking Sue but this would be such a help to us.

00:24 Thu 29 Aug

76% 

[dancovershop.com](https://www.dancovershop.com)



The screenshot shows a product page for a white marquee tent on the Dancover website. The tent is displayed in a grassy field. The price is £567.60, including VAT. The item is in stock, and the estimated delivery time is 2-3 working days. A large 'BUY NOW' button is prominent, along with a 'BEST PRICE GUARANTEED' banner featuring a thumbs-up icon. The website header includes the Dancover logo, a search bar, and links for myDancover Club, SHOPPING CART (0), and various product categories like PRIVATE, B2B, OUTLET, PARTY, GARDEN, EVENT, STORAGE, CAMPING, and COUNTDOWN.

Agenda Item 10f

### Request from Aylsham Guides

Our camping equipment shed is now 30 years old and needing to be replaced. While we were at Aylsham Show we looked at Scotts Sheds Ltd in Norwich who quoted us £2,100 for the same sized 8 x 10 ft shed, shelved out, delivered and assembled. They are also offering a 5% discount if we can place the order by the end of September.

The shed is kept at Bure Valley School and we provide them with camping equipment for their residential activities as well as loaning equipment to other members of the community.

Camping is a key way for young people to learn to live together, build relationships, resilience and independence which is central to our Girlguiding principles and each unit is run entirely by volunteers.

We hope you will be able to help us with this as we look to serve our community.

**Norfolk Citizens Advice**  
Millennium Library The Forum Millennium Plain Norwich NR2 1TF

Serving the community from Norwich, Attleborough, Dereham, Fakenham, Great Yarmouth, Holt, King's Lynn, North Walsham, Watton, Wymondham, Aylsham, Cromer, Marham and Reepham



Mrs Sue Lake  
Clerk to Aylsham Town Council  
Council Offices Town Hall, Market Place  
Aylsham  
Norwich  
NR11 6EL

Sent via email to: [townclerk@aylsham-tc.gov.uk](mailto:townclerk@aylsham-tc.gov.uk)

August 27, 2019

Dear Mrs Lake

Thank you for your past support of Norfolk Citizens Advice. With the help of our local community we have been able to continue providing free and expert advice to over 20,000 Norfolk residents from all across our county over the last year. You may have noticed from our letterhead, that we have now merged with Mid Norfolk Citizens Advice, extending our reach further into the County.

**As we approach the autumn, I would like to ask whether you would consider supporting us with a financial gift this year?** I've set out some key information about us, and about the impact we have. If you would like any additional information about how we are working with people in your ward please do let me know and I will be happy to tell you about how our work is directly helping your local residents. You will find my email address at the bottom of this letter.

**About us:** As I am sure you will recall, we are a local charity working right across the County. We provide advice at ten main centres in: Attleborough, Fakenham, Great Yarmouth, Kings Lynn, North Walsham, Norwich, Dereham, Holt, Watton and Wymondham and have outreach centres in a further ten locations across the region. We provide free, impartial advice and information to anyone who comes to us for help, delivered by our team of 220 highly-trained, local volunteers. We also have paid specialist advisers and are linked closely to other local organisations, such as the Norfolk Community Law Service and Shelter.

**Who we help:** We will help anyone who comes to us. Norfolk is an area of the UK that faces serious issues around poverty and deprivation. Poverty is often compounded by additional issues with 36% of our clients describing themselves as disabled or having a long-term health condition, and nearly a quarter having mental health issues.

The most common problems we are asked to assist with concern debt. However, we also support people with welfare benefits (especially with the roll out of Universal Credit), employment, relationships, housing, legal advice, consumer rights, immigration, health, discrimination and education.

Advice Line: 03444 111 444 Admin: 01603 273120 Public E-mail: [public@ncab.org.uk](mailto:public@ncab.org.uk) Website: [www.ncab.org.uk](http://www.ncab.org.uk)



Charity Registered In England & Wales No. 1071297

Company No. 3617412 VAT No. 688 8997 22

R/o Millennium Library The Forum Millennium Plain Norwich NR2 1TF  
Norfolk Citizens Advice Bureau  
Authorised and regulated by the Financial Conduct Authority - FRN: 617678



**The issues we are facing:** The number of people contacting us for face to face meetings, and by phone and email are all increasing. We are also finding that our clients have increasingly complex issues and a growing number are disabled. **We need to be open more days each week in multiple locations alongside providing increased telephone and email support to handle this growing demand.**

*"Very good, useful, necessary and must remain. Could do with being available more days."*

Our increase in client numbers is also partly driven by the fact that other local organisations that were providing excellent services to Norfolk citizens have had their funding cut and are curtailing or closing down services. Their clients are now turning to us too. There are also increasing demands on us associated with changes to benefits, Brexit and the drastic reductions in legal aid which makes it very hard for our clients to seek access to justice.

**What we plan to do:** We plan to extend both our face to face, online and telephone services over the next three years, specifically to:

- Expand our opening hours in the areas where there is the greatest demand for face to face services: Norwich, Great Yarmouth, Kings Lynn, Dereham, Watton, Fakenham and Swaffham.
- Recruit and train an additional 60 volunteers across the county
- Improve our telephone and digital services, with 60 additional specific volunteers across the County concentrating on giving phone and email advice to our clients seeking telephone and digital help.

*"I feel very confident now that there is a light at the end of the tunnel. I could not have gone forward without help as my problems had become overwhelming. Thank you."*

**Budget:** It currently costs around £34 to support each client. In reality, some clients need far more support than others, and we also know that phone and digital support is cheaper to provide than face to face services. (This remote support can also be more effective for hard to reach clients who would struggle to attend a meeting in one of our offices.) As a guide to why we must seek donations, we know that to extend the opening hours of seven of our offices will cost £85,000 per year which equates to around £200 per additional day we want to be open.

We would like to ask you to consider supporting us again, any amount you could donate would be hugely helpful and make a real difference to the local people we are supporting. Finally, if you have any questions about our work, please feel free to contact me using the details below. Thank you for your time and your generosity.

Yours sincerely



Jon Cheyette  
Chief Executive  
Norfolk Citizens Advice  
01603 273110 / 07715 653585  
[j.cheyette@ncab.org.uk](mailto:j.cheyette@ncab.org.uk)

Agenda 11

## CLERK'S REPORT FOR COUNCIL MEETING 18.9.19

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>COMMENTS</u>
Town Hall	Refurbishment	Planning Permission submitted
23 Market Place	Let to WH Brown Rent issue	Written re rent review and received a follow up phone call and waiting response to this
Cemetery Cottage	Private Letting	No known issues
Cemetery		No known issues. Audit did not take place in the summer – looking to schedule again for October
Allotments		<b>AGENDA ITEM</b>
Churchyard		Issue with wall between church and 12 Church Terrace. Still waiting for quote from builders – reminder sent
Market Place		
Farmers' Markets		
Markets		
J a n n y s C l o s e Community Garden		Complaints from residents regarding anti-social behaviour at night. Will look to install bin to reduce waste. Streetlight waiting for UKPN
Staithes		
"Little Staithes"	Bench Request	Bench on order
Hopkins Homes areas general		
Paupers Graveyard	Clearing	Weed killing undertaken
Norfolk Homes Play Areas (equipped)	Wymer Drive	A girl had a bad accident just before the start of the holidays. Equipment checked and no issues found.
Norfolk Homes large area off Mileham Drive		
Land at Sapwell Close	A d v e r s e Possession Claim	Now with a different Government Department
Car Parks		<b>AGENDA ITEM</b>
Street Lighting	Replacement Programme	In progression
Mill Road/Cawston Road	Installation of Bollards	Agreed final placement at a site meeting with Highway Engineer
	On street parking	Not to be followed up by District Councillors
Public Toilets		
Offices - Public Toilets		Request from Broadland Consultants to purchase Freehold
COMMA/Archives		

Litter & Dog Waste Bins		
Bus Shelters		Have received £20,000 from Norfolk County Council. Need to agree positioning bearing in mind the lack of a footway at Woodgate. This is in negotiation with NCC and Persimmon
Pump		
Pillboxes		
War Memorial		
Highway Rangers		The Highway Rangers are Norfolk County Council Highway gang who visit the town on a regular basis to undertake minor road repairs e.g. sign cleaning, small potholes etc. Please let the office no of any such areas and we will add it to the schedule we send them
Neighbourhood Plan		<b>AGENDA ITEM</b>
New Post Boxes	The Willows Bure Meadows	A resident of The Willows came to see me and whilst he was here, he mentioned the lack of post boxes on the two new estates. Having finally managed to contact someone at Royal Mail they will investigate the request and see if it is valid. If nothing has appeared within 25 weeks then the request would be deemed to be invalid and new post boxes will not be positioned.
Drill Hall		<b>AGENDA ITEM</b>
Community Speedwatch	Need to re-establish	Still short of volunteers and someone to organise
Mill Row	River Footpath	The footpath has been registered with the land registry
Telephone Box	Refurbishment	Planning application submitted
Bure Meadows Footpath	New Footpath across to Dunkirk	
Staffing		<b>AGENDA ITEM</b>

#### Items for Town Council to consider/note

- Complaints re Jannys Garden
- Request re Freehold by Broadland Consultants



**Quote for audio visual Equipment**

Equipment	Unit Price	Discount	Price
<b>Audio</b>			
2 VOID VENUE X SUBWOOFER	899.00	10%	1618.20
4 VOID VENUE 10 SPEAKER IN WHITE	499.00	10%	1796.40
4 WALL MOUNT BRACKETS FOR VENUE SPEAKER	66.00	10%	237.60
POWERSOFT M50Q POWER AMPLIFIER	2290.00	10%	2061.00
SYMETRIX PRISM8X8 SPEAKER DSP	2249.00	10%	2024.10
NEWHANK CD/BLURAY WITH FLIGHT CASE	560.00	10%	504.00
ATW322 SYSTEM 10 TWIN HAND HELD RADIO MIC SYSTEM LICENCE FREE	688.33	10%	619.50
ATW322 SYSTEM 10 TWIN BELT PACK RADIO MIC SYSTEM LICENCE FREE	659.17	10%	593.25
2 AT831 CW LAPEL MIC	122.50	10%	220.50
<b>Total Audio</b>			<b>9674.55</b>
<b>Video</b>			
OPTOMA ZH500T WHITE 1080P LASER PROJECTOR 5000LUMEN	2166.66	5%	2058.33
ATLONA VIDEO EXTENDER SYSTEM HDMI	395.00	5%	375.25
ELITE 4M DROP DOWN ELECTRIC SCREEN WITH EXTENSION	2158.00	5%	2050.10
POLE BRACKET FOR PROJECTOR	150.00	5%	142.50
<b>Total Video</b>			<b>4626.18</b>
<b>Installation</b>			
Wall Mounted Rack with PDU	399.00		399.00

Containment	150.00	150.00
Cables and Connectors	450.00	450.00
Total Installation		999.00
Installation Team 1 Day		1800.00
Access Equipment		400.00
Total Sale Items		15,299.73
Total Crew		1,800.00
Total Additional Costs		400.00
<b>Price (excl VAT</b>		<b>17,499.73</b>

**Agenda Item 14b****REPORT TO COUNCIL**

**Subject:** **Blinds for the Town Hall**

**Author:** **Sue Lake**

**Date:** **30<sup>th</sup> August 2019**

---

As agreed at the last meeting I have obtained quotes for installing electric blinds at the four large windows in the main hall and also the glazed panel above the main door

As requested I asked about a maintenance contract but no company offered one.

I have received three quotes as follows

The full details are:

Quote A	Local Company who have satisfactorily worked for us before	4 x Blinds @ £370 1480.00 Motorised blind above door 168.00 Remote Control 40.00 Scaffold for survey & Fitting 400.00 Survey & Fitting 500.00 Total 2588.00
Quote B	Well Known Norwich Based Company	4 x Blinds @ £632 2528.00 Motorised blind above door 154.00 Total 2682 Fitting included
Quote C	Company found on Google search	4 x Blinds @ £278 1112.00 Motorised blind above door 152.00 Total 1264.00 Gives no information on survey or fitting

## REPORT TO COUNCIL

Subject: Windows in the Council Chamber

Author: Sue Lake

Date: 30<sup>th</sup> August 2019

Whilst Rupert was cleaning the Council Chamber he noticed that the windows had rotted so badly the glass was no longer fully attached – see picture below



As this is an upstairs window work will be needed to it as soon as possible.

I contacted the Sash Window Company based in Norwich who are specialist in repairing windows especially in conservation areas. I asked him to quote for all three windows in the Council Chamber as listed below.

**Left Hand Front Window**

To supply and fit one new top sash (to match the existing sash as close as possible)	£340
To service one sash window	£170
To draught proof one sash window	£ 95
To supply and fit one new hardwood frame sill	£165
To carry out two frame splice repairs at £40 each	£ 80
To carry out two front cheek splice repairs at £35 each	£ 70

**Right Hand Front Window**

To service one sash window	£17
To draught proof one sash window	£
To supply and fit one new hardwood frame sill	£16
To carry out two frame splice repairs at £40 each	£
To carry out two front cheek splice repairs at £35	£

**Rear Window**

To service one sash window	£170
To draught proof one sash window	£ 95
To supply and fit one new hardwood frame sill	£165
To carry out two frame splice repairs at £40 each	£ 80
To carry out two front cheek splice repairs at £35	£ 70

Subtotal £2,080.0

Extracts of the Minutes of a meeting of the **Economic Success Panel** held at Thorpe Lodge,  
1 Yarmouth Road, Thorpe St Andrew, Norwich on **Monday 19 August 2019** at **6pm** when there were present:

Mrs J K Copplestone – Chairman

Mr S C Beadle  
Mr P E Bulman

Mr A D Crotch  
Ms R M Grattan

Mrs T M Mancini-  
Mrs K A Vincent

Also attending were Cllr L Neal (South Norfolk Council Portfolio Holder for Planning and Economic Growth), Mr N J Brennan, Mr D G Harrison, Mrs J Leggett, Mr M L Murrell, Mrs S M Prutton and Miss J L Thomas.

Officers in attendance were the Assistant Director of Economic Growth, the Operational Economic Development Manager (DD), the Economic Development Manager (KH) and the Committee Officer (DM).

## 8 CAR PARKING – A CONSISTENT APPROACH

Members considered the report of the Operational Economic Development Manager inviting a discussion on the wide-ranging issues around car parking across the Broadland district and seeking guidance on the development opportunities to manage car parking that collaboration provided to enable a consistent approach across the wider area. The Operational Economic Development Manager took Members through the report in detail highlighting the opportunity arising from collaboration to review the approach to car parking with a view to addressing space blocking, increasing footfall and mitigating the financial costs of car parking. The opportunity could also be taken to explore the expansion of electric vehicle charging point provision.

The South Norfolk Council Portfolio Holder for Planning and Economic Growth, Cllr L Neal, stated that as part of the consultation process associated with the Market Town Initiative in South Norfolk, concerns had been raised by shop owners about space blocking. The introduction of a charging policy had made a significant improvement in alleviating space blocking and increasing footfall, particularly following the introduction of new modern pay machines which allowed for a number of different payment options and to pay only for the time used by checking in/out. The income generated had helped to mitigate against repair/maintenance/improvement works and enforcement costs.

The Chairman reminded Members that Broadland currently contributed £15k each year for 2 years to the Norfolk Parking Partnership (NPP) to secure enforcement services in the district. She then invited Members of the Panel and other Members present to raise any questions and share their views on the report. The following matters were raised and the officers' responses detailed:

Parking issues in Aylsham had improved following enforcement activity and not all the car parks referred to in the report were owned by the District Council, for example Buttsland. Consideration needed to be given to devolving responsibility for car parking to the Town Council. Officers commented that the lease of the Buttsland car park, which was owned by the National Trust, was due for renewal shortly and there was always the

possibility that the National Trust could apply charges in the future. Devolution of car parking to the Town Council would not necessarily address the issues of space blocking and increase footfall. Any such issues could be raised as part of the consultation exercise. It was also noted that the Bure Valley Railway currently leased a carpark from the District Council and this would need a discussion and local solution.

Parking charges could potentially result in increased parking in residential areas. Officers commented that a broad-brush approach to all car parks would not be appropriate and that specific arrangements for each site would be needed depending on the circumstances. The availability of an hour's free parking and the low level of charges envisaged should not encourage too much displacement.

Was there any evidence to demonstrate that footfall had increased as a result of charges being introduced in South Norfolk and was there any evidence relating to retail spending? Officers confirmed that the number of carpark "sessions" had increased demonstrating increased footfall and more spaces available. Resources had not been available to collect data of retail spend. Harleston was cited as an example where the Town Council had retained control of the carpark and had retained free parking and footfall was much lower, and there was also a cost implication for residents in their parish precept.

What portion of the Civil Enforcement Officers' time was attributed to on-street / off-street enforcement? Officers confirmed that the current arrangement of 50% of the CEOs' time being spent on each would continue in any new proposals.

Was any evidence available in relation to space blocking in Reepham / Aylsham? Officers confirmed that such evidence/data would be gathered as part of the consultation process should the proposals be endorsed. Anecdotal evidence indicated a need to free up spaces.

Clarification was sought as to the current budget for car parking and the implications for enforcement work of the savings arising from a reduction in the contribution to the NPP. Officers confirmed the current budget for car park maintenance was £3k pa for routine repair work with requests for additional large capital works such as resurfacing being made from

council reserves as required. The cost for civil enforcement work was offset by income from parking penalties.

Disabled parking spaces would continue to be free of charge.

With regard to any potential implications for business rates if charging was introduced, it was confirmed this would need further investigation.

Reference was made to the current arrangements relating to management of carparks in Reepham and the need to consider these as part of any proposals. There was also a need to gather more information on whether there was a problem or a demand for spaces. A concern was expressed that any proposals to charge for car parking in Reepham and Aylsham would ultimately subsidise car-parking provision in the rest of the district which weakened the argument for placing the burden of the cost

of provision on the end user. The populations of Wymondham and Diss were significantly larger than Aylsham and Reepham and so comparisons were not relevant. Officers commented that the proposals would allow for further consultation and information gathering before any decisions were made as to the best way forward. The financial estimates used were not based on

populations but on car park spaces acknowledging that many shoppers were not necessarily residents.

Reference was made to the relatively low level of income generated from charging – equating to under £1 per space per day. It was noted that a substantial number of stays utilised the free hour's parking and the primary objectives of charging were to free up spaces and increase footfall and not to generate income. It was noted the estimated income of

£62k arose from carpark tickets and did not include income from on-street enforcement which went to the NPP.

A Member stressed the need to consult with all Town and Parish councils on the proposals.

Members were generally supportive of a review of the current arrangements for the management of car parking in Broadland but were keen to ensure that sufficient consultation was carried out and evidence was collected to enable informed decision making. An amendment was therefore suggested to the recommendations to allow for consultation and information gathering before a car parking management plan was developed. Members supported the amendment and it was, with 5 Members voting for, 1 against,

**RESOLVED TO RECOMMEND** Cabinet to instruct officers to: (1) initiate a comprehensive review of car parking, in consultation with Town and Parish Councils, which would provide the necessary information to fully develop a Car Parking Management Plan for Cabinet approval, to improve overall space availability and mitigate the financial impact of the Norfolk Parking Partnership;

(2) make an application to the Office for Low Emission Vehicles (OLEV) to take advantage of the grant funding available to extend the Electric Vehicle Charging Point network and set aside a budget of £7,500 for implementation if successful.

**MINUTES OF THE MEETING OF THE CITTASLOW AYLSHAM COMMITTEE  
HELD IN THE COUNCIL CHAMBER AYLSHAM TOWN HALL  
ON THURSDAY 18 JULY 2019 at 7.00 p.m.**

**PRESENT:** Mr P Prekopp, Aylsham Slow Food, Chairman  
Mr R Willis ABEF  
Mrs J Kerrison Aylsham WI  
Mrs M Evans Aylsham Town Council  
Mr G Margarson, Aylsham Community Partnership  
Mrs V Shaw Aylsham Town Council  
Ms K Hughes, Broadland District Council  
Mr R Preston, Walkers are Welcome

**OFFICER:** Mrs S Lake, Aylsham Town Clerk

**01 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from  
Mrs J St Clair, U3A  
Mrs J Marles Aylsham In Bloom

**02 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**

There were no Declarations of Interests or any Requests for Dispensations.

**03 MINUTES**

The Minutes of the Cittàslow Aylsham Meeting held on 20 June, were **confirmed and signed**.

**04 MATTERS ARISING**

None.

**05 ITEMS REFERRED FROM LAST MEETING**

There was nothing to report under this item.

**06 ADJOURNMENT OF THE MEETING**

In the absence of any member of the public, the meeting continued without adjournment.

**07 OTHER ORGANISATIONS IN AYLSHAM**

Andrew Barnes (Bure Valley Railway) is unable to attend the meeting at the present time.

**08 FARMERS MARKET**

The Farmers Market in July had some extra stalls and despite the poor weather was very well attended.

**09 PROJECTS**

**i) OLD STATION YARD**

Further clearing of weeds etc is scheduled for the forthcoming weekend.

**ii) WALKERS ARE WELCOME**

Norfolk Day walks have been organised linking with the Bure Valley Railway and have been advertised in Just Aylsham and on Social Media. This has also been placed in the EDP What's On.

An advertising banner for the Town Hall should be available before the weekend.

iii) **STREET PARTY – JULY 7<sup>TH</sup>**

The event went very well and the bands were well received. It was felt that the event was missing a DJ and that will be borne in mind for future events. There were some comments on Social Media that it was not advertised enough. A 'What's on in Aylsham' page has been set up by a resident and the Town Council will advertise events on there as well as the usual channels. The German visitors were very impressed with the event.

iv) **MAKE MUSIC DAY – JUNE 21<sup>ST</sup>**

Unfortunately, the attendance for this was poor. However, those who did attend enjoyed themselves as did the performers. If this is repeated next year there are some changes that could be made to improve the day overall.

v) **NORFOLK DAY – JULY 28<sup>TH</sup>**

The events for this are all in hand.

**10 CITTASLOW UK & INTERNATIONAL MATTERS**

Nothing to report on this. The next meeting is in October. A Youtube video has been made regarding Cittaslow UK and this will be shown at the next meeting.

**11 AYLSHAM CITTASLOW STATUS AND SLOW FOOD ANNIVERSARIES**

The fifteenth anniversaries of both Aylsham Cittaslow and Slow Food Aylsham fall next year and methods of commemorating this were discussed.

Various options were discussed such as linking with the Sausage Bash or Street Party but it was eventually agreed that the celebrations should remain in October and be linked to the annual food festival.

**12 AYLSHAM COMMUNITY EVENTS COMMITTEE**

The main focus of the committee at the moment is the Christmas Lights Event scheduled for Friday November 29<sup>th</sup>.

There is also the possibility of a colour run in October at the Rec. This is currently being discussed.

**13 SLOW FOOD AYLSHAM**

Pat Prekopp gave a full report on the plans for the coming months. The theme for the Aylsham Show will be cereals and will feature a variety of different aspects. The Festival dinner is expected to be going ahead on October 4<sup>th</sup>.

**14 AYLSHAM IN BLOOM**

The community allotment is producing well.

The garden created with the Nurture Group at Aylsham High School won gold at the Norfolk Show.

**15 ABEF**

The next meeting will be at the Banningham Crown on Monday July 22<sup>nd</sup>. Still working on a TV screen at the Bure Valley Railway.

**16 AYLSHAM PARISH CHURCH AND CHURCHES TOGETHER**

No report available. Andrew Beane will be leaving Aylsham in August. The committee will send a card thanking him for his work with Cittaslow over the years he has been here.

**17 ITEMS FOR INFORMATION/NEXT AGENDA**

An article on Aylsham had recently been printed in the EDP. This was mainly positive but it was felt that the negativity was needed to have balance.

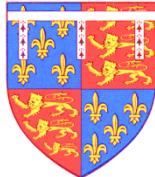
Broadland District Council have received funding which has enabled them to create the LIFT project. This will provide opportunities to experience a work environment for those who have been out of the workplace for whatever reason.

**18 DATE OF NEXT MEETING**

The date of the next meeting was confirmed as **Thursday 19<sup>th</sup> September 2019 at 7.00p.m.in the Council Chamber, Aylsham Town Hall**

**CLOSURE OF THE MEETING**

There being no further business the Chairman closed the meeting at 8.45 p.m.



## AYLSHAM COMMUNITY EVENTS COMMITTEE

### **MINUTES OF THE MEETING OF THE AYLSHAM COMMUNITY EVENTS COMMITTEE HELD IN THE DRILL HALL, CAWSTON ROAD, AYLSHAM ON WEDNESDAY 4<sup>th</sup> SEPTEMBER 2019 at 7:30pm**

#### **PRESENT:**

Karen Smith	- Vice Chairman (Town Resident)
Natasha carver	- Aylsham Town Council Administrator
Val Shaw	- Councillor
Pat Prekopp	- Councillor
Joan Bennett	- Councillor
Rodney Clerk-Ward	- Councillor
Ian Gravenell	- Town Resident
Giles Margarson	- Town Resident
Ed Margarson	- Town Resident
Richard Forest-Hill	- Aylsham Recreation Ground Manager
Jack Branford	- Vicar
Matt Miller	- Black Boys Public House
Brian Gaudett	- A Fest

#### **1. WELCOME INTRODUCTIONS & APOLOGIES**

There were apologies from Eileen Springall, Paul Smith Andrew Strange and Trevor Bennet these were accepted.

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

Rodney Clerk-Ward declared an interest in Wildfest on 13<sup>th</sup>/14<sup>th</sup> September.

#### **3. TO CONFIRM MINUTES OF MEETING HELD ON 1<sup>st</sup> MAY 2019\***

Minutes of the meeting held on 3<sup>rd</sup> July 2019, as previously circulated were confirmed and signed.

#### **4. INFORMATION ON MATTERS ARISING**

None Noted

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

No members of the public present

#### **6. TO DISCUSS THE ACCOUNTS FOR THE AYLSHAM EVENTS COMMITTEE**

A copy of the accounts was sent out to all members. The accounts are looking healthy with funds available to cover future events planned .

#### **7. TO DISCUSS ANTIQUE AND COLLECTORS FAIRS**

No update

#### **8. TO DISCUSS THE EVENTS OFFICER'S PROGRESS REPORT**

Officer's report was previously circulated and **agreed** by all. (Attached)

#### **9. TO DISCUSS AYLSHAM STREET PARTY 7<sup>TH</sup> JULY 2019**

The event this year went well with donations made from the collection buckets sent round on the day.

The committee **agreed** to hold the annual event again next year on Sunday 5<sup>th</sup> July 2020.

The committee **agreed** to have the Fun Bus Play Bus again as this worked well for entertaining the smaller children.

The committee have asked Natasha to look at getting the climbing wall from the scouts for the event and a price.

The committee will look at other entertainment for the older children 9y+ and bring suggestions to the next meeting

**10. TO DISCUSS CLASSIC CAR EVENT 14<sup>TH</sup> JULY 2019**

Paul sent a written report to the committee on the success of the event.

The Events committee would like to congratulate Paul Moore on a successful event.

**11. TO DISCUSS NORFOLK DAY 27<sup>TH</sup> JULY 2019**

A written report was received from Richard Preston of Walkers are welcome. With both the Walk and the Afternoon Show in the Town Hall numbers were poor on both. The committee agreed that further publicity would be required for any future events that may be planned for Norfolk Day.

**12. TO DISCUSS FESTIVAL OF DANCE, MUSIC AND SONG 06<sup>TH</sup>/07<sup>TH</sup> SEPTEMBER 2019**

Brian Gaudett gave a verbal report to the committee. He has sent out a lot of publicity for this event and to the target audience. The committee confirmed that Giles, Ian, Joan and Natasha would be available to help on the day.

**13. TO DISCUSS WILDFEST EVENT 13<sup>TH</sup>/14<sup>TH</sup> SEPTEMBER 2019**

No Further Updates

**14. TO DISCUSS CHRISTMAS LIGHT SWITCH ON 29<sup>TH</sup> NOVEMBER 2019**

Matt Miller has agreed that the Black Boys car park can be used at the light switch on to hold a festive Christmas market, Natasha will have this added to the poster to advertise. Matt would like to add additional Christmas lighting to this, Natasha will arrange for Chris Ellis to meet with Matt to discuss.

It was discussed that the Old Post Office yard could be used to hold fairground rides for the children. Giles will speak with Mark Daniels.

Ed will liaise with both Anglian Television and Saturn AV with regards to electrical requirements for the night.

**15. TO DISCUSS ANY FUTURE EVENTS TO BE HELD**

1. VE Day celebrations – The committee discussed possible ideas for 8<sup>th</sup> May, and **agreed** that they would like to get local groups involved and hold an event in the market place with a 40's theme, to include military vehicles, maypole dancing. Further ideas to be discussed at the October meeting. Natasha to contact the scouts, spirit of Coltishall. The committee to discuss this further at the October meeting.
2. 5K Colour Fun Run – The Town Council have arranged for a colour Run on the recreation ground on 13<sup>th</sup> October. The committee **agreed** to support this event.

**16. CORRESPONDENCE RECEIVED**

No correspondence received.

**17. ANY FURTHER BUSINESS**

Ed Margarson spoke with regards to having an open air cinema as Saturn AV now have the equipment to do this. The committee agreed for Ed to look into this and to get a quotation and bring back to the October meeting.

Pat Prekopp spoke with regards to the 15<sup>th</sup> Anniversary for Slow Food in 2020. He asked if the events committee would help support this event over the main festival weekend in October. The committee **agreed** to support the event with volunteers.

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

None noted

**19. DATE OF NEXT MEETING**

Wednesday 2<sup>nd</sup> October 2019

Meeting Closed at 21:00



**AYLSHAM RECREATION GROUND COMMITTEE  
MINUTES OF MEETING HELD  
20<sup>th</sup> August 2019**

**Present**

Keith Hilton, Becky Marshall, Barry Lancaster, Heather Morton, Mike Craver, Francis Dodd, Myles Hague

Wendy Murphy – Finance Officer/Secretary

**1. Apologies and Welcome**

Apologies were received from Anita and Barry Godden, Robert Bingham, Chris Deller, Eileen Springall, David Curtis and Richard Forrest-Hill

Keith Hilton welcomed Myles Hague who is joining the committee as a representative from Aylsham Runners

**2. Minutes of the previous meeting**

The minutes of 9<sup>th</sup> July have been circulated and were agreed as a true record.

**3. Matters Arising**

The smile park repairs have now been completed.

**4. Financial Reports**

Wendy Murphy distributed the finances and confirmed that the reconciled balance as at 31/07/2019 was £33414.46. Purchase orders outstanding were £14.40 and Hirers invoices due for payment was £424.00. The True position is £33824.06.

Wendy Murphy is finalising the opening of a savings account – Action WM

All audited accounts have been received from the 3 user groups

Wendy Murphy will look into arranging a meeting with Keith Hilton and Eileen Springall to discuss the budget figures for 2020/2021 – Action WM/KH/ES

**5. Storage Unit and Scoreboard**

There has been a meeting arranged between CNC and Barry Lancaster, Keith Hilton, and Richard Forrest Hill to clarify the conditions that has been put on Building regulations approval.

A meeting was held with Jonathan Raven from Norfolk Steel and it was agreed that as soon as the clarification has come from CNC an order will be put in at an agreed price of approx. £30,000.00 which would include 5 Inside doors - Action BL and WM, KH and RFH

It was agreed that the storage units should be moved onto the grass in front of Burgh Road car park.

**6. Corporate Identity for the Recreation Ground**

Wendy Murphy has heard nothing back from Aylsham High School so she will ask her daughter to arrange a logo for the Recreation ground – Action WM

Wendy Murphy has been contacted by Harriet Lumb and she will be passing the existing Facebook page onto Wendy so that this can be updated and used. Once this is complete Wendy Murphy will arrange for a Website to be completed.

## 7. Action for Children

Becky Marshall confirmed that they are looking to vacate the building 27<sup>th</sup> September and they will be leaving the large plastic shed – Wendy Murphy asked if the 2 children's tables and children's chairs would be left behind as the Recreation ground would be able to use them for birthday parties – Becky Marshall will find out – Action BM

There was a meeting between a lady from Hooked on Stitching and some of the committee members about her use of the office space as a crafting venue and the small office as storage. It was agreed by Heather Morton and 2<sup>nd</sup> by Mike Craver and all agreed that this would be acceptable at a cost of £100.00 per month inclusive of VAT – this will be done on a month by month basis to see if this venture works for both parties. Wendy Murphy will draw up a licence for Jill Willis to sign. She will be invoiced on a monthly basis – Action WM

## 8. Recreation Ground Managers Report

As Richard was not at the meeting an email was read out that he had sent to Wendy Murphy

**Bins** – The new bins will start to be sited around the recreation ground this week

**Goal Posts** – The goal posts should be delivered this week.

**Cricket** – The strip for the final first team match of the season is under preparation and Keith Edwards will continue his preparations until game day

**Toilets** – Cooke's will fix the time lock on the outside toilet this week. They will also take care of couple of outstanding issues in the pavilion.

**Pavilion** – Haynes Electrical will be quoting for the electrical work in the pavilion already quoted by Cooke's

**Containers** – We need a response from AFC regarding the movement of their container when and where. This can be undertaken by their own contractor, or we can obtain a price through our service provider. The timeframe for moving is the end of September by the latest. Becky Martin will find out this information – Action BM

## 9. Ground Maintenance

A meeting has been held between member of the committee and Keith Edwards and he has agreed that he will not prepare the Cricket outfield or the Cricket Wicket after their last match which is 31<sup>st</sup> August 2019. He will mow the grass over the outfield to the same level as the rest of the recreation ground. As he invoices on a month to month basis this will part of his contract will be removed and a letter has been sent and Keith Edwards has signed to this effect.

## 10. Skate Park / Smile Park

No known issues

## 11. AOB

### Reports from User Representatives

**Cricket** – Mike Craver confirmed TH Groundcare are taking over the maintenance of the cricket square and that winter renovations would take place as soon as the cricket season has finished. He asked if there would be any possibility of having their grant money early to cover this. It was agreed that this would not be possible as the Recreation Ground received some of their grant money in May. The amount of Grant that the cricket club would receive would be discussed in the Budget meeting.

**Bowls Club** – Francis Dodd mentioned that they thought that Sir Williams Lane car park would be better if no lines were painted on it.

**Running Club** – Myles Hague confirmed that as new club things were looking good. It was agreed that Keith Edwards would be able to paint line to mark out a running track – Myles Hague will arrange to speak with him. They would also like floodlighting for the winter months and it was confirmed that a light may be installed at the corner of the Tennis club in the future

**Dog Poo/Dogs on leads** – This will need to be monitored and reviewed and the next meeting

**5k Colour Run** – Wendy Murphy confirmed that she has had a request from the Events Committee for Aylsham Town Council to hold a Colour run on Sunday 13<sup>th</sup> October – this will be 5 laps of the Recreation ground with powder paint being thrown at the runners and will be open to kids and adults. They estimate that there will be approx. 500 entrants and money raised will go towards the Street Party and possibly some to the Recreation Ground Committee – It was agreed by the committee that this would be a good idea.

**Water Fountain** – Wendy Murphy has had a request for a Water Fountain to be installed on the Recreation ground. The committee agreed and the information will be given to Richard to look into – Action RFH

**Picnic Benches** – It has been suggested that some more picnic benches should be purchased to be put in clusters. Keith Hilton will draw up a letter that can be sent to business to ask for sponsorship – Action KH

**Water Splash Pad** - Wendy Murphy gave out some information on this and it was agreed that this could be looked at for a future capital project

Action for children commented that the toilets had not been cleaned – Wendy Murphy confirmed that she would speak to the cleaner to find out. Action WM

Initial need to be contacted to arrange a sanitary contract when Action for Children leave. – Action WM

The Green gates are very stiff to open and unlock, Richard will arrange for this to be looked into – Action RFH

The Kitchen needs a complete overhaul – Keith Hilton will look into this along with Richard Forrest Hill – Action KH, RFH

Meeting closed at 20.30

Date of next Meeting – 10<sup>TH</sup> September 2019, Council Chambers, Town Hall, 19.00pm

NOTES OF THE  
ALLOTMENT TENANTS MEETING  
HELD IN AYLSHAM TOWN HALL  
ON TUESDAY 23<sup>rd</sup> July 2019 AT 7.00PM

Present:

Mr T Bennett – Aylsham Town Councillor  
Mrs Eileen Springall – Aylsham Town Councillor  
Mrs Wendy Murphy – Assistant Town Clerk  
15 Allotment Holders

Welcome

Mrs Springall welcomed all those present.

- Willow Park – There is another tap been put in by an allotment holder at the bottom of the allotments – Wendy noticed that the path was uneven put she will keep an eye on it and hopefully the new footpath down the middle of the allotment will be done in the autumn.
- Bure Meadows – It was mentioned that there had been moles down at the allotment, Eileen confirmed that the Town Council would look into getting a mole catcher to take a look – Wendy will look into
- Cromer Road – Nothing to report
- Norwich Road – It was mentioned that the Ivy at the entrance of the cemetery was overgrown – Wendy will see if this can be cut back.

Wendy confirmed that there were only a few allotments available on the Willow Park site.

Wendy confirmed that she had received some complaints about strong language being used and a blanket email has been sent out to reminder Tenants that this is not acceptable

It was agreed that each allotment holder would arrange manure for their own plots – since the meeting Wendy has been contacted by an allotment holder who has means of obtaining this. If anybody is interested then please get in contact with her.

Allotment meeting closed at 19.30

**Aylsham Town Council Summer Inspections – Tuesday August 27<sup>th</sup> 2019**

**Present:**

Joan Bennett	Mary Evans
Trevor Bennett	Lloyd Mills
Rodney Clarke-Ward	Annette Overton
Dave Curtis	Pat Prekopp

Sue Lake (Town Clerk)

As there were several new councillors this year it was felt useful to visit as many sites as possible that are owned by the Town Council. These included

- Lychgate Gardens
- Cromer Road Allotments
- Staithes
- Old Station Yard
- Bure Meadows Allotments
- Cemetery
- Wymer Drive
- Howard Way
- Muga
- Willows Allotments
- St Michaels Open
- St Michaels Small
- Paupers Graveyard
- Jannys Garden

**Lychgate Gardens**

This was pointed out to councillors as it was passed. A group of volunteers keep this area tidy so no work is required by the staff to maintain it. The steps are the responsibility of Highways.

**ACTION:**

None Required

**Cromer Road Allotments**

The allotments are in a good state and the majority are let. The only issue on this site are the large trees on the Weavers Way which stunt growth in the vicinity.

**ACTION:**

Write to Norfolk County Council and ask them to look at the trees

**Staithes and Old Station Yard**

Both the small staithes and the large staithes were visited. The Old Station Yard was also walked through. It is still intended to place a removable locked barrier on the large staithes to prevent parking which can cause considerable damage to the grass. Will also look at picnic tables. The Town Clerk had been approached by a resident keen on creating a community orchard. As there are apple trees in the Old Station Yard this may be an option. A meeting will be organised in September.

**ACTION:**

Look at the barrier and picnic tables on the Large Staithes

Meet with resident re community orchard

**Bure Meadows Allotments**

These were in good condition and virtually full. It was noted car park needed weed treatment and also the bench was being engulfed by blackthorn.

**ACTION:**

Place weed killer and prune blackthorn – completed 28<sup>th</sup> August

## **Cemetery**

The cemetery is in a good condition. Many of the old allotments are starting to be covered and seeded ready for future expansion. There was some litter around the shelter. The conifers alongside the allotments are scheduled for their annual cut and the clerk will ask Garden Guardian to take a good amount off them.

### **ACTION:**

Cut conifers

Look at solution for litter

## **Wymer Drive**

This small play area recently had an upgrade to the multi play unit which had improved it greatly. An accident with the trampoline was reported earlier but no fault could be found

### **ACTION:**

None Required

## **Howard Way**

This is just a large grass mound circled by houses

### **ACTION:**

None Required

## **MUGA**

Councillors were disappointed that at 6.30pm this area was devoid of any activity. This is often the case. The play area was thought to be dull and uninspiring

### **ACTION:**

Consider surveying residents regarding their use of this area and what they would like to see added.

## **Willows Allotments**

These are all let out. Councillors were concerned at the size of some of the ploy tunnels.

Unfortunately, there were no restrictions in the tenancy agreements about this.

### **ACTION:**

Change allotment agreements

## **St Michaels Open Space**

The trees on the site have had a lot of work recently. All trees (whatever species) are covered by a TPO. This can be an issue when trees need to be pruned around play equipment and off paths. The play area was being used by dog owners and signage will be checked and reinforced. The old hospital site is scheduled for redevelopment soon.

### **ACTION:**

Look at dog signage

## **Jannys Garden**

The council had received numerous complaints regarding anti-social behaviour here over the last week. One of the benches had been removed from the ground and lots of litter has been strewn about.

### **ACTION:**

Seat needs to be re-instated – concreted in 28<sup>th</sup> August

A litter bin is required – ordered 28<sup>th</sup> August

## **The following areas were not inspected due to a lack of time. However, most of these are well known to councillors**

- Sapwell Close
- Yaxleys Lane
- Town Hall
- 23 Market Place
- Drill Hall
- Churchyard

- St Michaels Small Play area
- Paupers Graveyard

Sue Lake August 2019

Hello,

My 11-year-old son will be starting at Aylsham High School in September, and would like to cycle from our North Walsham home whenever possible. Having gone on a few test rides, we are aware of a major problem:  
crossing the A140, especially at 8:15 in the morning.

In hindsight the Aylsham bypass was designed without any provision for non-motorised users, cutting straight through Weavers Way, the Bure Valley Way and Tuttington Road. All three of these crossings should have access reinstated without the need to run the gauntlet of crossing the exceptionally busy A140.

The biggest help in my view would be an underpass between Dunkirk and Tuttington Road. I get the impression that there is space for a path under the River Bure bridge, so this could be used with provision of a path a few hundred metres in length.

I should be most grateful if you would let me know how best to proceed with this issue. I understand that the Council has ambitions to improve pedestrian access across the A140, but would like to know what I can do to help make this a reality.

Kind regards,