



Minutes of the **Aylsham Climate Emergency Group Meeting held on 8th April 2026**



Present:

Sue Catchpole
Michael Dolling
Shelley Hudson

Bryce Davies
Michael Goodwin
Yvonne Stewart

Heather Davies-Walters
Louise Harlow

Also Present: Faye LeBon (Town Clerk).

It was **agreed** that Sue Catchpole would chair the meeting.

1. To Receive Apologies for Absence

Apologies were received from Grizelda Tyler, Catherine Fletcher, Kate MacKenzie and Kay Montandon.

2. To Receive Declarations of Interest and Requests for Dispensation

None received.

3. To Agree the Minutes of the 2nd March 2026

The minutes of the meeting held on 2nd March 2026 were **agreed** as a true record of the business conducted at the meeting.

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

No matters raised.

5. Existing Projects.

a) To receive update and agree project for further Green Infrastructure funding

Yvonne updated the group on the projects that are being put together for Green Infrastructure Funding. These are:

- Infrastructure to create 'Swift Streets'
- Wildflower and bulb planning at Old Station Yard, Henry Page Road and the Orchard.
- Project proposed by Andy Bell to create wildflower strips on 4 areas of land.

These will be priced and the Clerk will send to Broadland District Council.

b) To receive update on Power Station film event

This will be shown on 15th May. Tickets are on sale at Postles and online. Anna has been distributing the posters and there will be further promotion in Just Aylsham. There will be nibbles and drinks available on the evening. Volunteers will be needed on the evening on the door and for teas and coffees. Louise and Sue will assist. The Clerk will send an appeal out to ACE members for help on the night and to promote the film.

Yvonne advised that the Town Council Office Manager had been of great assistance to the group in arranging this event.

c) To Receive Update on NEB Film Screening

It was noted that this project is now known as PEB (People's Emergency Briefing). The Town Hall has been booked to show the film on 4th July. It was noted that the film is being shown in Cromer and Fakenham this week, and members were encouraged to watch it in advance as it is very hard hitting.

A project form will be submitted for funding from the Town Council and donations will be collected on the night.

The group will make people aware that the film will be shown across the country.

Discussions occurred about having partnership organisations at the meeting.

It was also agreed that ACE members should be available on the evening to support attendees, as there is a tough message coming out of the film.

d) To Receive Town Council agreement to purchase of Gazebo

The Clerk confirmed that the Town Council had agreed to the request. The Clerk will order the gazebo.

e) Outward Communications

Yvonne, Grizelda and Patrick had met to discuss the website. The design of the site is to be changed to include a clear news section at the top of the site, followed by 'all about ACE'.

The distribution of incoming emails was discussed. Yvonne will send a test email from the website to make sure it is working.

An appeal was made for regular updates for the website.

f) To agree actions for other planned events

Yvonne advised that there were now a lot of planned events and it would be useful to have a rota of volunteers. This would be useful for the films and also for the Friday morning blister pack collections. Yvonne will send the Clerk a list of events and what is required and the Clerk will look to set up a Doodle poll or equivalent to send to ACE members.

6. To Consider Toothbrush and Pen Recycling Project

Michael advised that regrettably the recycling bin at the church is not being used for its intended purpose so it has now been closed. They will continue to collect contact lens packets and marigolds at the library and the Jubilee Centre.

Toothbrushes and other dental items, and stationery items can now be sent to the same recycling centre as the blister packs, as long as they are bagged up separately.

The Recycling in Aylsham scheme can be relaunched, advising people of what can be recycled and where. Once established, it was hoped to encourage schools to be satellite collection points, especially for stationery. It would be helpful if ACE could provide containers for collections, with ACE branding. Badges / stickers could also be considered for children. An agenda for the next meeting would be how to partner with schools.

A rota can be set up for the Friday mornings at Country Markets for ACE volunteers to collect recycling donations.

It was **agreed** to proceed with the toothbrush and pen recycling project.

Sue reported that it has been acknowledged by Broadland District Council that the logistics of blister pack recycling have been down to the Town Council. Broadland District Council has agreed in principle to take over the logistics District wide, however a storage area needs to be agreed with Veolia. Broadland District Council is also looking at using parcel lockers for people wishing to borrow items. There will also be a school uniform collection in the summer. Electrical and textile collections are also to be encouraged by Broadland District Council.

Aylsham and Reepham surgery will now be collecting blister packs.

The Clerk will arrange for sealed collection bucket for ACE, in accordance with the Code of Fundraising Practice.

7. To Discuss Lidl Proposals

It was noted that historically planning permission had been granted for a garage on the site as a result of an appeal to the Planning Inspectorate.

Concerns were raised about:

- The impact of town centre services.
- No other development south of Henry Page Road.
- Pedestrian access.

The Clerk will inform ACE when the formal planning application is received. ACE can then feedback to the Town Council's planning committee when Town Council is consulted on the application.

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

Transport

A survey of users of Burgh Road car park has been conducted. There were several vehicles that park overnight, then a lot of spaces taken by people who work in the town. Finally there were people who were parking to shop in town. The next survey will be of the Buttlands car park users.

Concerns have been raised about the impact a new unitary council will have on free parking in the town.

A survey of market place users has been completed. Further consultation is to take place at the Annual Town Meeting.

It was noted that new parking regulations would mean that any changes to the car parks would require larger spaces and increased turning circles.

Nature and Biodiversity

Yvonne reported that the Wildlife Garden competition has been arranged. Entries will be required by June, judging will take place in July (after Open Gardens) with a prize giving in August. The judging criteria has been agreed and one judge appointed, with a second judge required.

It was noted that there was now no tree warden for Aylsham. Sue is to ask at Broadland District Council about an appointment.

9. Finance

a) To receive updated ACE budget

The Clerk provided an update on the ACE budget in both the earmarked reserves and the revenue budget, along with committed funds.

Revenue Budget	£3,885,86
ACE Events	£787.24
Other Income	£1,686.04

This would be moved to ACE earmarked reserves as it was now at the end of the financial year. General ACE earmarked reserves currently stand at £909.00.

10. Items for Future Agendas

Partnering with schools

Volunteer rota

PEB film formal project proposal

Project: Young person to put together a video to showcase ACE projects.

11. To Agree the Date of the Next Meeting, taking into account the May Bank Holiday

It was **agreed** that the next meeting should be Monday 11th May at 7pm.

There being no further business the meeting was closed at 8.30pm.

Signed _____

Date _____