



**NOTICE OF MEETING & SUMMONS TO ATTEND**  
**THE NEXT MEETING OF CITTASLOW AYLSHAM**  
**COMMITTEE**  
**WILL BE HELD IN THE DRILL HALL WEDNESDAY 19**  
**OCTOBER 2022 AT 11AM**

**A G E N D A**

**01. APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence as notified to the Town Clerk

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

To receive Members' Declarations of Interest in Agenda Items

**03 MINUTES**

To receive and confirm Minutes of the Cittaslow Aylsham Meeting 20<sup>th</sup> July 2022\*

**04 MATTERS ARISING**

To receive information from the Minutes not listed elsewhere on the Agenda

**05 ADJOURNMENT OF THE MEETING**

To adjourn the meeting for the time specified in the Resolution to allow public speaking

**06 CITTASLOW UK & CITTASLOW INTERNATIONAL**

- a) To receive an update regarding Llangolen & Mold Councils
- b) To receive an update on the request for accounting details

**07 CITTASLOW IN AYLSHAM**

To receive an update on 'Visit Towns' from Graham Peers – Broadland District Council

**08 MINDFUL AYLSHAM**

- a) To receive information on this scheme
- b) To note that Aylsham Town Council have agreed to this pilot scheme

**09 AYLSHAM WARM SPACES**

- a) To receive information on this scheme
- b) To note that Aylsham Town Council have agreed to this scheme
- c) To receive details of what is on offer already and what might be added

**10 FARMERS MARKET AND GENERAL MARKETS**

- a) To receive an update on the Farmers Market
- b) To receive an update on the general markets on Monday and Friday

**11 CLIMATE EMERGENCY**

To receive an update

**12 PROJECTS**

To discuss the following:

- 1. Old Station Yard/Weavers Way
- 2. Town Pedestrian Map
- 3. Aylsham Festival

**13 AYLSHAM COMMUNITY EVENTS COMMITTEE**

To receive report from Community Events Committee

**14 SLOW FOOD AYLSHAM**

To receive report from Slow Food Aylsham

**15 AYLSHAM IN BLOOM**

To receive report from Aylsham In Bloom

**16 AYLSHAM BUSINESS ENTERPRISE FORUM (ABEF)**

To receive report from ABEF

**17 AYLSHAM TRAFFIC GROUP**

To receive an update

**18 AYLSHAM PARISH CHURCH**

To receive report from Aylsham Churches Together

**19 ITEMS FOR INFORMATION/NEXT AGENDA**

To note any items of information or for the next/future Agenda

**20 DATE OF NEXT MEETING**

To confirm the date of the next meeting as Wednesday November 16<sup>th</sup> 2022

*Sue Lake*

Aylsham Town Clerk 12<sup>th</sup> October 2022

**MINUTES OF THE MEETING OF THE CITTASLOW AYLSHAM COMMITTEE  
HELD AT TOWN HALL,  
ON WEDNESDAY 20<sup>th</sup> JULY 2022 AT 11am.**

**PRESENT:** Mr P Prekopp, Aylsham Slow Food, Chairman  
Mrs J St Clair Aylsham U3A  
Mrs J Kerrison – Aylsham WI  
Mr G Margaron, Aylsham Community Partnership  
Mrs W Sadler – Aylsham In Bloom  
Rev Canon Julie Boyd – Aylsham Parish Church  
Curate Natalie Rees  
Graham Peers – Broadland District Council

**OFFICER:** Mrs S Lake Town Clerk

**01 APOLOGIES FOR ABSENCE**

Mrs H Jones Aylsham U3A  
David Harrison – Aylsham Town Council  
Mr R Willis ABEF  
Mrs M Evans Aylsham Town Council  
Mrs M Anderson-Dungar ABEF

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

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

**03 MINUTES**

The minutes of the Cittaslow Aylsham Meeting held on 15<sup>th</sup> June 2022, were **confirmed and signed by the chairman.**

**04 MATTERS ARISING**

Nothing Raised.

**05 ADJOURNMENT OF THE MEETING**

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

**06 CITTASLOW UK & CITTASLOW INTERNATIONAL IN AYLSHAM**

**a) To receive an update regarding a Llangolen & Mold Councils**

Llangolen Town Council should appoint a new representative in late July. Mold will not be appointing until September. However, it looks as if the UK network will remain viable.

**b) To receive an update on the request for accounting details**

Still no real information.

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## **07 CITTASLOW IN AYLSHAM**

### **a) To consider a meeting of Aylsham Groups**

It was **AGREED** to keep this on hold for the time being until the outcome of the elections in Wales is fully realised.

Graham Peers the tourism officer from Broadland attended the meeting . He is working with the six towns in Broadland and South Norfolk and is furthest forward with Harleston. The town is creating a group of organisations in the town, similar concept to Cittaslow, to liaise and co-promote. They will also be launching a new website 'Vest Harleston' which will list activities for both residents and visitors to the area. This website will link into others in the 'Visit' family. A similar website could be created for Aylsham and this could lead to greater involvement of other groups in Cittaslow. It is hoped a template will be available by the end of September

## **08 FARMERS MARKET AND GENERAL MARKETS**

### **a) To receive an update on the June Farmers Market**

Peter Ward retired after the July market and will be missed. No suitable replacement has been sourced at the moment. Slow Food did well at the market.

### **b) To receive an update on the general markets on Monday and Friday**

Market is looking a little tired and there is scope for new stalls. Graham Peers offered to find out how markets were fairing in other towns.

## **09 CLIMATE EMERGENCY**

The last meeting had included a presentation by Broadland District Council on what can and cannot be recycled. This was both interesting and informative.

The Green Day event is scheduled for September 25<sup>th</sup>.

The workshop from Vattenfall on the Community Grant Scheme will take place on Thursday 21<sup>st</sup> July.

## **10 PROJECTS**

### **i) OLD STATION YARD**

Spraying will take place soon

### **ii) TOWN PEDESTRIAN MAP**

The Town Council has approved this and contact has been made with the map maker. He would like to meet to discuss the contents. It was agreed that a small group consisting of Jean St Clair, Pat Prekopp and Sue Lake would meet to discuss the design.

### **iii) AYLSHAM FESTIVAL**

The group that organised the Festival of Dance, Music and Song in 2018 had approached the clerk regarding a similar event in 2023. Although this is different style of event than the Aylsham Festival it was felt this might be a good start point that could be expanded upon.

iv) **PERMA CULTURE**

This was suggested as something the town could look into. It works very well in towns across Europe. There is a member of the ACE group is very keen on this and it was agreed to leave it with her to bring something forward.

11 **AYLSHAM COMMUNITY EVENTS COMMITTEE**

The next meeting is scheduled for 7pm on 20<sup>th</sup> July when the main topic will be Christmas.

12 **SLOW FOOD AYLSHAM**

The group numbers are up. Currently working on both the Food Festival and the Aylsham Show.

13 **AYLSHAM IN BLOOM**

The Open Gardens was a success despite the poor weather and will run again in 2024. The wildflowers at the Paupers Grave are growing well.

14 **ABEF**

There was no representative available at the meeting but a written report had been received. A meeting has been held to discuss the way forward to assist businesses the most and an open meeting will be held in November

15 **AYLSHAM TRAFFIC GROUP**

The draft strategy has been completed but was not well received by the group. Discussions are still taking place.

16 **AYLSHAM PARISH CHURCH**

The church is gearing up for end-of-term events. They also have lots of events on over the summer holidays including assistance with families that are struggling with feeding children over the holidays.

A concert of 'songs from the shows' will take place in August. The Teddy Bear zipwire event and 'Hymns and Pimms' are scheduled for October

17. **ITEMS FOR INFORMATION/NEXT AGENDA**

Nothing brought forward

18. **DATE OF NEXT MEETING**

The date of the next meeting was confirmed as **Wednesday 21<sup>st</sup> September 2022 at 11.00am at the Drill Hall**

**CLOSURE OF THE MEETING**

There being no further business the Chairman closed the meeting at 12.30pm

## **Mindful Towns and Villages**

Broadland District Council is working with the NSFT Wellbeing Service, Thriving Workplaces and Evolve to make Broadland a more 'Mindful District' which enables a community-led approach to mental health and promotes resilience at a local level.

We want to facilitate the aspirations of our parish communities in achieving 'Mindful Town' or 'Mindful Village' status through the offer of a free mental health education and awareness training programme backed up with ongoing support. This will also provide opportunities to develop mindfully-focused community activity within local areas.

### **How do we become a Mindful Town or Village?**

To be recognised as a 'Mindful' town or village, a number of representatives from a cross-section of the local community would need to commit to becoming Mental Health Champions. These could include sports clubs, the local pub, businesses, community organisations, the Town/Parish Council and more. These representatives will be offered a package of free training that supports communities to recognize mental health issues and to provide non-stigmatised low level support to individuals. Communities will also be able to access the council's Help Hub and a specialist mental health support worker should a resident need further assistance.

Business will have free access to this and more training through Thriving Workplaces who are commissioned by Norfolk County Council to promote and support workplace health.

### **Criteria**

Communities wishing to become a Mindful Town or Village will need to commit a number of people to undertake training and become a champion. Where interest arises in our smaller parishes, individuals will be encouraged to collaborate to create a collective 'mindful village' that spans their boundaries where interest exists but capacity is stretched.

In becoming a 'Mindful' Town or Village, the organisations represented would commit to upskilling a minimum of one member to undertake the mental health awareness training. Following successful completion of the training, that member would become the Wellbeing Champion of that organisation and be:

- Someone who is better placed to identify and engage in conversation with anyone presenting as needing support with their Mental Health.
- Someone better informed to signpost those people on to appropriate support.

Those champions wishing to take their interest further would be able to undertake the further free training to become a Mental Health Community Champion. A summary of the training is below:

- Mental Health Awareness
  - An understanding of mental health, why people may struggle and common signs someone's mental health is worsening.
  - Empowering conversations about mental health
  - Knowledge of support available
  - Up to two hours
  - Can be online or in person

- Mental Health First Aid
  - A more in-depth understanding of mental health and the factors that affect wellbeing
  - Practical skills to spot the triggers and signs of mental health issues
  - Confidence to step in, reassure and support a person in distress
  - Enhanced interpersonal skills such as non-judgemental listening
  - Knowledge to help someone recover their health by guiding them to further support - whether that's self-help resources, through their employer, the NHS, or a mix
  - Two day training, can be split into two or four sessions
  - Can be online or in person
- Other awareness and support training will be available to Champions.

### **Kite mark/Status**

On successful completion of the training, the Town/Village would achieve the 'Mindful' status, with the organisations represented receiving the 'Mindful' Town/Village Kite mark logo/branding kit (such as a town plaque and window stickers)

### **What would I have to do as a 'Wellbeing or Community Champion'?**

We understand that people lead very busy lives, so a variety of different training options are provided to cater for varying levels of commitment and interest.

Becoming a Champion will involve what you feel is enough. It might mean just wanting to be the person who understands a bit more about mental health within your organisation, so that you are more empowered to signpost someone from your group on for support, or it could mean wanting to play a role in generating more mindful community activity in your local area.

### **Beyond the training**

Mindful Town and Village Community Champions will also have access to a Peer Support Network, which will be hosted by the Council and offer the following additional resources:

- Network support meetings.
- Invitations to Mental Health Webinars.
- Community Capacity Building support from dedicated officers offering toolkits, advice and support.
- Funding support to develop mindful activities
- Support from the Help Hub including access to a specialise Mental Health Support Worker

### **How do I get involved?**

Contact the team on 01603 430552 or [communities@southnorfolkandbroadland.gov.uk](mailto:communities@southnorfolkandbroadland.gov.uk) for more information and to discuss how your community can become involved.

## REPORT TO COUNCIL

**Subject:** Warm Spaces

**Author:** Sue Lake

**Date:** 23<sup>rd</sup> September 2022

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### 1. Background

As has been reported widely there is a cost-of-living crisis in the UK resulting in the likelihood of unprecedented pressures on some people this winter. Despite the support given by Government, many people in Aylsham will be forced to make tough decisions about when and what they eat, what they can do in life, and when they can afford to heat their home.

Aylsham Town Council would want to do as much as they can to help its residents.

### The reason for Warm Spaces

From April 2022 Ofgem increased their price cap for default (standard variable tariffs) and prepayment meter tariffs by 54 per cent. This raised the bills of 22 million gas and electricity customers by an average of between £693 and £708 depending on how they pay. This is on top of the price increase that came in October 2021. The price cap for October 2022 has been set by the government but is estimated to add another 20%, this would see the average bill increase to around £2,500 a year for gas and electricity.

The government's position on support is evolving, with some measures already announced and paid, including a £150 council tax rebate, a £400 grant through the Energy Bill Support Scheme, £300 for pensioners, and extra £150 for those with disabilities and an expansion of the Household Support Fund. However, the reality is that for most families, this support is not enough to cover the price rises of food, fuel and other necessities. This means that although people will have extra money to go towards their energy costs it may not make enough of a difference. The full effects of the recent 'budget' are still to be felt and could exacerbate the situation further for some.

A warm space is a community building, open to all during advertised opening hours, where anyone can come and will be treated with dignity and respect. Individual reasons for seeking the warm space will be kept confidential and there will be no judgment on anyone needing to seek a warm space this winter.

The Warm space will provide hot drinks and WIFI as a minimum. Providers of Warm Spaces could consider offering a TV or film, music, public laptops and interaction with food bank services.

Safeguarding policies will need to be in place for the Warm Space.

The idea of sharing a warm space during the winter months has been widely adopted across the Country and some grants have been made available by some District Councils. I have asked Sue Catchpole if this is something Broadland are considering.

### 2. Options for Council

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- a. Create a community Warm space using a Council owned building, apply for grant funding and enlist the help of volunteer organisations to support users of the Warm Space by providing hot drinks, signposting users to energy saving advice and where appropriate services who can help with benefit advice and government grants for those in fuel poverty.
- b. Work with voluntary groups to support the opening of a community Warm Space in their own buildings. I am particularly thinking of the local churches, Act and Friendship Hall. Assist the organisers where possible by signposting them towards funding sources.
- c. Do not support the creation of a community Warm Space. If a Warm space is created by a community group eg. Church group, promote on Town Council website and social media but not be involved either operationally or financially.

### **3. Recommendation**

That Aylsham Town Council approves the provision of a community warm space and agrees to work alongside town groups to meet the needs of those most vulnerable to the cost-of-living crisis.

### **4. Expected benefits**

That the needs of the community are met. That anyone can seek a warm space in Aylsham this winter.

### **5. Implications and risks**

That the running costs exceed income obtained via grant applications. That staff time is used in the absence of volunteers. That heating costs are higher than expected for the venue.

#### **Recommendations:** That Council:

Approves the provision of a community warm space and agrees to work alongside other groups to meet the needs of those most vulnerable to the cost-of-living crisis. Takes decisions necessary (through a scheme of delegation to the Clerk) to have a community warm space up and running by 1<sup>st</sup> November 2022 – 31<sup>st</sup> March 2023.