



**MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL  
HELD IN AYLSHAM TOWN HALL,  
ON WEDNESDAY 7<sup>th</sup> SEPTEMBER 2022 at 7.00 p.m.**

**PRESENT:** Trevor Bennett Chairman      Mrs L Cannon  
Mrs M Evans      Mr C Hodson  
Mr B Lancaster

Wendy Murphy - Deputy Town Clerk

Donna Butcher – Events and Admin Officer

**9 members of the public**

**1. TO RECEIVE APOLOGIES**

Apologies were received from Mr D Anderson, Mr D Harrison, Mr D Curtis  
Mr P Prekopp, Mrs A Overton, Mrs J Bennett, Mr J Gibbons

**2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None made

**3. MINUTES**

Minutes of the Town Council Meeting held on 6<sup>th</sup> July 2022 had previously been  
circulated and were confirmed and signed by the chairman.

Minutes of the Town Council Meeting held on 3<sup>rd</sup> August had previously been  
circulated and were confirmed and signed by the chairman

**4. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA**

Item 3 The chairman had talked with the garage owner on Cawston Road about a  
meeting to discuss Mill Road/Cawston Road. This will be arranged for a later date.  
Barry Lancaster asked if a resident from this area could be present. It was agreed that  
this would be OK.

**5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**

**Police** – PC Lucas Ward confirmed that the speeding camera had been on Norwich  
Road 3 times in the past few weeks had stopped a high number of cars for speeding.  
Highways have now acknowledged this to be an area of concern and will be looking at  
moving the 30 signs nearer to the old Motel site and making them larger, with the  
potential of a slow down sign near Tesco's roundabout and 30 on the road. There has  
been a residents meeting in the Pavilion to discuss police issues. PC Ward was aware  
of more issues in the churchyard and more patrols will be taking place.

**Norfolk County Council**—Steve Riley confirmed there were 160 asylum seekers waiting for assessment in our area and they were being accommodated in two hotels on the outskirts of Norwich city centre.

**Broadland District Council**— Sue Catchpole had nothing to report as there had been no meetings in August. Steve Riley reported that the planning is not performing well at the moment and they have decommissioned one person's post. There is a push on customer service and feedback and a fraud service is being established to detect council tax and contract fraud.

He also confirmed that there was a working party being set up to assess how both councils are working together now they have combined and what is going well and what not so well.

**6. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION**

Two residents spoke about the planning application for Dell Farm and how this farm had not been a working farm for many years. They were concerned that the building was not fit for purpose and the road would not be able to withstand the extra traffic.

A resident spoke about the church wall and the clerk confirmed that she was waiting for the builders still. He confirmed that the manhole floods with water across the highway and his drive after it has rained. He also confirmed that there were still problems in the churchyard and if a camera could be put on the church to monitor this. PC Ward will speak to the church.

A resident had conducted a survey about the movements of traffic of Cawston Road. The survey report was given to the chairman and he will contact Serene Bowman at Broadland District Council to see if the cars that were illegally parked could be moved.

A resident complained about the leaf mulch and yellow lines on Heydon Road and that the drains needed to be cleared. The chairman confirmed that this was a Highways matter.

**7. TO ANSWER QUESTIONS FROM COUNCILLORS**

None received.

**8. TO CONSIDER PLANNING ISSUES**

**a) APPLICATIONS DETERMINED**

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

**b) APPLICATIONS FOR CONSIDERATION**

**20221188**

**Hill House, Heydon Road**

Proposed new detached dwelling (part revised proposal 20091413)

**Town Council Response – No Objection**

**20221079**

**Dell Farm, Heydon Road**

Erection of steel framed tractor storage, lambing and dry hay barn

**Town Council Response – Objection –**

Section E3 of the Permitted Development Right for Agriculture and Forestry states that the building must not be within 25 meters of a classified road.

Section E4 should not be within 90 meters of any other buildings.

The Town council also have reservation on livestock slurry and sewage and the provision of this.

The Town council also objected to the building being unsuitable for a lambing and dry hay barn due to ventilation.

The Town Council also objected against the Industrial building being built as this will set a precedence for future buildings of this nature being built.

**20221091**

**Spa Farm House, Spa Lane**

Cat Slide roof – remove, replace and strengthen roof structure as necessary

Main roof - install new structural roof over existing trusses and purlins. Repair east gable and chimney (Listed Building)

**Town Council Response – No Objection**

**20221312**

**28 Howard Way**

Removal of conservatory & erection of rear extension (Revised Proposal)

**Town Council Response – No Objection**

**9. FINANCIAL MATTERS**

a) To receive and adopt the Monthly Financial Report for July 2022

This was adopted.

b) To receive and adopt the Effectiveness of Internal Audit Group

This was adopted.

c) To consider a request for free use of the Town Hall as a Breakfast Club

A resident is keen to open a breakfast club for children prior to attending school. It is also hoped this would be available during the school holiday. This was discussed and felt that this was a brilliant venture. It was **AGREED** that this could take place free of charge, three mornings per week.

**10. TOWN CLERK'S REPORT**

The Town Clerk presented and updated her report.

The Rospa reports will be reported to the Properties Committee

The new play area at the development of the motel site will be discussed later in the year when the schools can be asked for their ideas.

Bure Meadows Footpath – Sue Catchpole will arrange a meeting between Broadland and the Bure Valley Navigation trust so this can be signed off. Steve Riley confirmed that the County Council will not be adopting this area. This needs to be looked into further once signed off.

**11. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**

Trevor Bennett has received an email from Charlie Hodson regarding the charges and pitches of the General and Farmers Market. This email was distributed to councillors. It was discussed and felt that a working party should be formed so that this could be looked at. The clerk confirmed that this would need to go onto the next Agenda so that a decision could be made.

**12. HIGHWAYS MATTERS**

**a) To consider a report on double yellow lines**

The survey carried out on Cawston Road was actioned when traffic lights were in place it was agreed that another survey should be commissioned. The clerk will contact Teri Munro at Broadland District Council to arrange this. Once the survey has taken place the report can be discussed with the Traffic Group.

**b) To receive any updates on Highway Matters**

No other matters

**13. RECREATION GROUND**

**a) To receive the minutes of the meeting held on August 10<sup>th</sup> 2022**

These were noted.

**b) To receive any update**

There is no grant available from Broadland for the rainwater harvesting system. Sue Catchpole has provided information on other ways of getting grants.

**14. CLIMATE COMMITTEE**

**a) To receive minutes of Meeting held on 1<sup>ST</sup> August 2022**

The minutes previously circulated were noted.

**b) To confirm the decisions made by the Cittaslow Committee**

These were **AGREED**. Green Day preparations are well under-way

**c) To consider signing Climate and Ecology Bill**

This was agreed to be carried over to the next Agenda

**15. ALLOTMENTS**

**a) To received notes of the Allotment Tenants Meeting**

These were noted

**b) To receive an update**

No further update

**16. AYLSHAM TRAFFIC MANAGEMENT GROUP**

**a) To note minutes of the Aylsham Traffic Group 11<sup>th</sup> August 2022**

The minutes previously circulated were noted

**b) To note the minutes of the Aylsham Traffic Group Meeting 31<sup>st</sup> August 2022**

These were noted

**c) To confirm the decisions made by the Traffic Group**

These were **AGREED**

**17. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA**

Double Yellow Lines

Update on Meeting with Garage Owner – Cawston Road

Consider signing Climate and Ecology Bill

**18. DATE OF NEXT MEETING**

This was confirmed as **Wednesday October 5th 2022** at 7.00pm

**CLOSURE OF THE MEETING**

There being no further business, the Chairman closed the meeting at 8.53p.m.

Minutes Agreed..... 5<sup>th</sup> October 2022