



**I HEREBY GIVE NOTICE OF A MEETING OF AYLSHAM TOWN
COUNCIL AND SUMMONS ALL MEMBERS TO ATTEND. THE
MEETING WILL BE HELD IN THE TOWN HALL ON
WEDNESDAY 2nd SEPTEMBER 2026 at 7.00 pm**

Faye LeBon

(Town Clerk)

Wednesday 26th August 2026

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

A G E N D A

- 1. To Receive Apologies for Absence**
- 2. Election of Vice Chairman**
- 3. To Receive Declarations of Interest and Grant Requests for Dispensation**
- 4. Minutes**
 - a) To Agree the Minutes of the Meeting Held on 5th August 2026 (1-7)
 - b) To Agree the Minutes of the Meeting Held on 25th August 2026 (8-9)
- 5. To Note Matters Arising from the Previous Minutes, not Elsewhere on the Agenda**
- 6. To Receive Reports from County and District Councillors, and other Partnership Organisations**

Maximum of 3 minutes per report.
- 7. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak**
- 8. To Receive Town Clerk's Report (10-13)**
- 9. To Note any Updates on Capital or Community Infrastructure Levy Projects, Including new Proposals (14-15)**
- 10. Highways**
 - a) To receive update on Transport Hub (16)
 - b) To receive report regarding site meeting with Cllr Tom Dickerson, Norfolk County Council Cabinet Member for Highways and Transport (16)
 - c) To receive update from meeting with Norfolk County Council regarding proposed A140 speed restrictions (17)

- d) To receive update from Transport Group (18-19)
- e) To receive notification of Parish Partnership 2027/2028 and consider possible projects.(20-23)

11. Finance

- a) To receive the bank reconciliation to 25th August 2026 (24)
- b) To receive year to date payments and receipts against budget (25-34)
- c) To agree the detailed payments 29th July 2026 to 25th August 2026 (35-42)
- d) To agree the detailed receipts from 29th July 2026 to 25th August 2026 (43-47)
- e) To note schedule of reserves (48-49)
- f) To Receive Report on Internal Audit Process (50-64)

12. Local Plan

- a) To Consider any Response Required to GNLP Scoping Consultation (65-68)
- b) To Note Sites Submitted under Call for Sites (69-74)
- c) To Note new National Planning Policy Framework and Updated Guidance for Neighbourhood Plans (75-77)

13. To Receive Update on Licenses and Consider Exemptions for the Town Council (78-80)

14. Committee Reports

- a) **Planning (81-88)**
 - i) To note the Minutes of the committee meeting of 13th August 2026
- b) **Visit Aylsham (89-92)**
 - i) To receive the notes of the Meeting of 18th August 2026
- c) **Cittaslow ()**
 - i) To consider report on the future of running Cittaslow Aylsham
- d) **Staffing (93-94)**
 - i) To note the Minutes of the Staffing Committee of 10th August 2026 ()
- e) **Property (95-97)**
 - i) To note the Minutes of the Property Committee of 18th August 2026 ()
- f) **Churchyard Committee (98-99)**
 - i) To note the Minutes of the Churchyard Committee meeting of 10th August 2026

15. To Note Items for Information or a Future Agenda

16. To Confirm the Date of the Next Meeting as Wednesday 7th October 2026

17. Closure of the Meeting to the Press and Public

To consider a resolution under the public bodies (admission to meetings) act 1960 to exclude the press and public for the duration of items 18 and 19 in view of the commercial sensitivity of the business to be transacted (item 18) and the confidential personnel nature of the business to be transacted (item19).

18. Contracts

- a) To Receive Quotations for Street Light Maintenance Contract and Agree Contractor.
- b) To Receive Update from IT Contractor and Agree any Further Actions

19. To Receive Notification of Pay Agreement 2026/2027 and Consider Impact of Deletion of SCP 2