



**NOTICE OF MEETING & SUMMONS TO ATTEND**

**THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL  
TO BE HELD IN THE TOWN HALL,  
ON WEDNESDAY 6 DECEMBER 2023 at 7.00p.m.**

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. APOLOGIES FOR ABSENCE**  
To receive and accept Apologies for Absence as previously notified to the Town Clerk
- 2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**  
To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for Dispensations
- 3. MINUTES**  
To receive and confirm the Minutes of the Town Council Meeting held on 1<sup>st</sup> November 2023\*  
To receive and confirm the Minutes of the Town Council Meeting held on 14<sup>th</sup> November 2023\*
- 4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**  
To receive information on any Matter Arising from previous meetings not on the agenda
- 5. TO CONSIDER CO-OPTION OF NEW COUNCILLOR**
- 6. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**
  - a) To receive written and/or verbal Reports from Representatives (max 3 minutes per report)
  - b) To consider any matter for Broadland Overview & Scrutiny Committee
- 7. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK**

## 8. TO ANSWER QUESTIONS FROM COUNCILLORS

*Written questions should be given to the Clerk at least 3 days prior to the meeting.*

### From Kay Montandon

I would like the opportunity to seek the Council's approval to talk to various health providers in the town to see if they would appreciate our support in promoting, publicising and giving greater visibility to health provision - not just doctors but all the support and alternative provisions (physios, mental health support, gyms, nutritionists etc etc) Might we, for example, consider putting on a health day to gather providers together at the town Hall and allow residents to have informal chats and arrange further consultations. For very little investment this could have a positive impact on the wellbeing of the town and also demonstrate the concern of the council to improve lives.

## 9. TO CONSIDER PLANNING ISSUES

### a) APPLICATIONS DETERMINED

Application no. & Address	Town Council Comment	Broadland DC Decision
2023/2707 St Michaels School	No Objection	Approved 2.11.23
2023/1924 Redwings, Spa Lane	No Objection but query size of shelters	Approved 7.11.23
2023/0658 50 Red Lion Street	No Objection	Approved 17.11.23

### b) APPLICATIONS FOR CONSIDERATION

- 2023/3359**      **Land south of Spa Lane**  
Proposed erection of six detached holiday lodges and formation of a single car parking area, access road and ancillary works
- 2023/3389**      **3 John O'Gaunt Close**  
Removal of existing conservatory and replacement with flat roof extension to rear and side including partial conversion of the garage
- 2023/3495**      **103 Norwich Road**  
Proposed first floor rear extension
- 2023/3563**      **83 Cawston Road**  
Erection of new dwelling using existing access
- 2023/3566**      **83 Cawston Road**  
Demolition of existing builders store and erection of new single storey dwelling

### c) REQUEST FOR PLANNING CONSIDERATION

To consider a request from Aylsham Swift Group \*Page 1

**10. POTENTIAL NEW DEVELOPMENTS**

- a) To discuss any updated information on Norwich Road site
- b) To note the response on the Burgh Road site \*Pages 2-5

**11. FINANCE**

- a) To receive and adopt the Monthly Financial Report to 24<sup>th</sup> November 2023 \* Pages 6-7
- b) To receive and adopt the Scrutineer Report July - September \*Page 8

**12. BUDGET 2024/25**

- a) To discuss and agree the General Purposes budget
- b) To discuss and agree the Town Hall budget
- c) To discuss and agree the Drill Hall budget
- d) To discuss and agree the Other Properties budget
- e) To discuss and agree the Cemetery budget
- f) To discuss and agree the Allotments budget
- g) To discuss and agree the Open Spaces budget
- h) To discuss and agree the Street Scene budget

**13. TOWN CLERK'S REPORT**

To receive and adopt the Town Clerk's Monthly Report \*Pages 9-10

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

**15. PRIDE IN PLACE**

- a) To consider a proposal for Pride in Place Funding \*Page 11
- b) To consider an application for a 'Clean Up and Bloom' Grant \*Page 12
- c) To consider a request for support from Aylsham Older Peoples Association \*Pages 13-14

**16. RECREATION GROUND**

- a) To receive the Recreation Ground Minutes 17 October 2023 \*Page 15-18
- b) To receive an update

**17. HIGHWAYS MATTERS**

- a) To receive further details on Parish Partnership Proposal
- b) To consider applying for Parish Partnership funding
- c) To receive any updates

**18. OPEN SPACES**

- a) To consider a report on future Grounds Maintenance options \*Page 19
- b) To consider a proposal for new fencing at The Staithe
- c) To consider the removal of Sea Buckthorn from the MUGA
- d) To agree and adopt a Biodiversity Policy \*Pages 20-21

**19. CITTASLOW**

- a) To receive minutes of the Cittaslow Meeting 15<sup>th</sup> November 2023 \*Pages 22-24
- b) To consider the request for other groups to use the Cittaslow logo.
- c) To confirm decisions made by the Cittaslow Committee

**20. CLIMATE COMMITTEE**

- a) To receive minutes of ACE Meeting 6<sup>th</sup> November 2023 \*Pages 25-27
- b) To confirm decisions made by the Climate Committee

**21. EVENTS COMMITTEE**

- a) To receive minutes of Events Meeting 15<sup>th</sup> November 2023 \*Page 28
- b) To confirm decisions made by the Events Committee
- c) To receive an update on the Christmas Lights Switch On

**22. CHURCHYARD COMMITTEE**

- a) To receive minutes of Churchyard Meeting 27<sup>th</sup> November 2023 \*Pages 29-31
- b) To agree to continue working with Rossi Long on the repairs to the wall
- c) To discuss the striking of the church clock
- d) To receive any updates

**23. RIVER WATER**

To receive an update on monitoring water quality

**24. ARCHIVES**

To consider a report on a photo library website \*Page 32

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

To note any items of Information or for referral to a future Agenda

**26. DATE OF NEXT MEETING**

To decide the date of the next meeting .

The first Wednesday is January 3<sup>rd</sup> suggest moving to second Wednesday January 10<sup>th</sup> 2024

*Sue Lake*

Mrs. S Lake

30<sup>th</sup> November 2023

**NOTES**

*This Meeting is open to the Public and the Press. The papers may be downloaded from the Town Council's website at [www.aylsham-tc.gov.uk](http://www.aylsham-tc.gov.uk) (go to Agenda and Minutes page). Copies of the signed Minutes of the Town Council Meeting held on 1<sup>st</sup> and 14<sup>th</sup> November 2023 will be available from the Council Office as soon as possible after the 6<sup>th</sup> December 2023. All documents referred to in this agenda as "attached" are also available on the website (unless marked confidential). Planning Applications listed above are those notified to the Town Council at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed on line please go to [www.broadland.gov.uk](http://www.broadland.gov.uk). and follow the links through to p*

