



MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD IN AYLSHAM TOWN HALL, ON TUESDAY 25th AUGUST 2026 at 7pm

PRESENT:

Kay Montandon (Chair)
Kevin Cunnane
Mitchell Philpott

David Anderson
Michael Goodwin
Patrick Prekopp

Gordon Clarke
Jon Minns

ALSO IN ATTENDANCE:

Faye LeBon (Town Clerk) and Harry Clark (Deputy Clerk).

1. To Receive Apologies for Absence

Apologies were received from Trevor Bennett, Tim Briscoe, Catherine Fletcher and Mary Evans.

2. To Receive Declarations of Interest and Grant Requests for Dispensation

None raised.

3. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak

No matters raised.

4. Closure of the Meeting to the Press and Public

It was **agreed** to exclude the press and public from the meeting under the Public Bodies (Admission to Meetings) Act 1960 for the duration of items 5 and 6 in view of the commercial sensitivity of the business to be transacted.

The Meeting was Closed to the Press and Public

5. To Consider Correspondence Received Regarding IT Improvement Project and Agree Response

A paper on this agenda item had been circulated. Mitchell Philpott provided a recap of what was deemed in and out of scope for the project. It was noted that there was some area of work which were not anticipated but had been completed to ensure the council and groups electronically connected to the town hall could continue to function.

It was **agreed** that there were fifteen hours of work completed out of scope and this should be compensated at the agreed rate. This would be taken from the IT Improvement reserve.

6. To Consider Actions Regarding Ongoing IT Support

The necessity for ongoing IT support was emphasised to ensure that the council does not become vulnerable from an IT security perspective. The matter of phase two of the IT Improvement project was also discussed with the need for the network to extend from the immediate office area, through to the basement to connect the proposed new boiler system.

It was **agreed** that the Clerk would review the budgets available and put together a proposal that Mitchell Philpott can take to the IT contractor. Should this be acceptable to the contractor, then Full Council will consider the matter at its meeting on 2nd September.

The Meeting was Re-Opened to the Press and Public

7. To Note Items for Information or a Future Agenda

Items have been raised by Gordon Clarke and delegated to the relevant committees.

8. To Confirm the Date of the Next Meeting as Wednesday 2nd September 2026

This was agreed.

There being no further business to transact, the meeting closed at 8.15pm.

_____ Signed _____ Date