**AYLSHAM COMMUNITY EVENTS COMMITTEE**

**MINUTES OF THE MEETING OF THE AYLSHAM COMMUNITY EVENTS COMMITTEE HELD IN THE COUNCIL CHAMBER, TOWN HALL ON WEDNESDAY 18TH NOVEMBER 2026 at 2:00pm**

**PRESENT:**

| | | |
|---|---|---|
| Kevin Cunnane | - | Councillor |
| Patrick Prekopp | - | Councillor |
| Kay Montandon | - | Aylsham Town Council Chair |
| Giles Margarson | - | Town Resident |
| Emma Payne | - | ABC representative |
| | | |
| Donna Butcher | - | Office & Events Manager |
| Claire Butler | - | Communications Officer |

**01. To elect a new chair of the committee**

The committee voted for Kay Montandon to be appointed Chair.

**02. Welcome introductions and apologies**

Emma Payne and Claire Butler were welcomed to the meeting. It was ***agreed*** to appoint Emma Payne as a member of the committee. Apologies received from David Anderson.

**03. To receive member's declarations of interest in agenda items**

None received.

**04. To confirm minutes of meeting held on Wednesday 21st October**

Patrick Prekopp requested that item 10 be amended to read Local Makers' Market. With this amendment the minutes of the meeting held on Wednesday 21st October 2026, as previously circulated were then **confirmed** and signed.

**05. Information on matters arising**

No matters arising.

**06. To adjourn the meeting to allow members of the public to speak**

No members of the public present.

**07. To receive final plans for Christmas lights switch on.**

Donna confirmed plans for Christmas lights switch on night with the committee. Donna to send an email to all volunteers w/c 23 November detailing time and location

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where the volunteers will be required and the health and safety briefing. It was **agreed** that the car park at Bure Valley Railway will be locked at 10pm and be provided with suitable signage to this effect. Emma Payne ***agreed*** to pull back the barriers from Red Lion Street at the end of the street closure. Donna advised the committee that it is getting difficult to maintain a good Christmas market atmosphere within Red Lion Street due to an increasing number of businesses stating that they do not wish to have stalls outside of their premises on the night. Emma ***agreed*** to relay this to the ABC members at their meeting on Wednesday evening

**08. To receive an update on the Local Makers' Market**

Patrick Prekopp advised the committee that the company he had been having discussions with regarding 4 seasonal markets in the town, has decided to withdraw from considering Aylsham as a venue due to overnight parking issues in the market place. After a lengthy discussion it was agreed to approach other market towns for insight to how they eradicate this issue, to request budget for a Market Officer and to encourage pop-up stalls. ABC to be encouraged to work alongside the town council to improve the seasonal market.

**09. To decide on a calendar of events for 2027**

Both Town Council and outside events noted, and maybe subject to change, for 2027:

| | | |
|---|---|---|
| 10th January | - | Plough Sunday (St Michael's Church) |
| 23rd January | - | Live Well for Less |
| 13th June | - | Street Party |
| 11th July | - | International Street Food Festival |
| 16th-17th July | - | Beer & Gin Festival (Aylsham Round Table) |
| 30th August | - | Aylsham Show (Town Tent) |
| 2nd-3rd October | - | Food Festival (Slow Food) |
| 9th October | - | Healthy Town |
| 26th November | - | Christmas lights switch on |
| 4th December | - | Christmas craft fair |

**10. To note items for information/discussion at the next meeting**

Feedback from Christmas lights

**11. To agree date for next meeting as Wednesday 16th December 2026**

The committee **agreed** the next Events committee meeting to be held on Wednesday 16th December at 14:00 in the Council Chambers.

The Chair closed the meeting at 15:13

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