



NOTICE OF MEETING & SUMMONS TO ATTEND

THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL TO BE HELD IN THE TOWN HALL, ON WEDNESDAY 5 APRIL 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 1st March 2023*

- 4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**
To receive information on any Matter Arising from previous meetings not on the agenda
 - Closure of Mayton Recycling Centre *Page 1

- 5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**
 - a) To receive written and/or verbal Reports from Representatives (maximum 3minutes per report)
 - b) To consider any matter for Broadland Overview & Scrutiny Committee

6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK

7. TO ANSWER QUESTIONS FROM COUNCILLORS

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

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

Application no. & Address	Town Council Comment	Broadland DC Decision
20220716 49 Hobart Lane	No Objection to revised plans	Full approval 2.2.23
20230076 Land at Gas House Hill	Object – loss of off road parking	Approved 8.3.23
20230103 The Grain Store, Banningham Road	No Objection	Approved 2.3.23
20230164 Aylsham Grain Ltd, Banningham Road	No Objection	Approved 23.3.23

b) APPLICATIONS FOR CONSIDERATION 3 plans

20230353

3 Penfold Street

The addition of air conditioning unit

20230658

50 Red Lion Street

Change of use from A3 (Class E) to sui generis

20230734

12 Banningham Road

Remove single garage and shed, replace with a single structure

9. POTENTIAL NEW DEVELOPMENTS

a) To discuss any updated information on Norwich Road site

b) To discuss any updated information on Burgh Road site * Page 2

10. FINANCE

a) To receive and adopt the Monthly Financial Report to 30.3.23 * Pages 3-4

b) To note Internal Audit will take place on May 4th

c) To agree subscription for 2023/4 to Norfolk PTS of £535.00

d) To consider a quote for footpath lighting at St Michaels Avenue * Page 5

e) To consider request for financial support - North Norfolk Community Transport *Page 6

- 11. TOWN CLERK'S REPORT**
To receive and adopt the Town Clerk's Monthly Report *Pages 7-8
- 12. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
- 13. RECREATION GROUND**
a) To receive minutes of the Recreation Ground Meeting 21st February 2023 *Pages 9-12
b) To receive minutes of the Recreation Ground Meeting 21st March 2023 *Pages 13-16
c) To receive any update
- 14. HIGHWAYS MATTERS**
To receive updates on Highway Matters
- 15. CITTASLOW**
a) To note minutes of the Cittaslow Committee Meeting 15th March 2023 *Pages 17-19
b) To confirm decisions made by the Cittaslow Committee
- 16. CLIMATE COMMITTEE**
a) To note minutes of the ACE Meeting 6th March 2023 *Pages 20-22
b) To agree new Terms of Reference *Pages 23-4
c) To confirm decisions made by the Climate Committee
- 17. AYLSHAM TRAFFIC MANAGEMENT GROUP**
a) To note minutes of the Traffic Group Meeting 29th March 2023 *Pages 25-26
b) To agree Car Parking Policy *Page 27
c) To confirm decisions made by the Traffic Committee
- 18. EVENTS COMMITTEE**
a) To note minutes of the Events Committee Meeting 15th March 2023 *Pages 28-29
b) To consider a recommendation to purchase wildflower gifts *Page 30
c) To confirm decisions made by the Events Committee
- 19. FLOOD RISK MANAGEMENT PROJECT**
Proposal for Mash's Row *Page 31
- 20. BOILER REPLACEMENT**
a) To consider the report on the Town Hall Boiler (report previously e-mailed)
b) To agree recommendations in Town hall report
c) To consider the report on the Drill Hall Boiler (report previously e-mailed)
d) To agree recommendations in Town hall report

21. TOWN COUNCIL POLICIES

- a) To note review of Standing Orders and no changes recommended
- b) To note review of Financial Regulations with no changes recommended

22. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

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

23. DATE OF NEXT MEETING

To confirm the date of the next Meeting as Wednesday May 17th 2023

24. EXCLUSION OF THE PRESS AND PUBLIC

To exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 during discussion of the following item

25. STAFFING MATTERS

To receive a report on the staffing meeting held 6th April 2023

Sue Lake

Mrs. S Lake

30th March 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 (go to Agenda and Minutes page). Copies of the signed Minutes of the Town Council Meeting held on 1st March 2023 will be available from the Council Office as soon as possible after the 6th April 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, and follow the links through to planning.

