



## **NOTICE OF MEETING & SUMMONS TO ATTEND**

### **THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL TO BE HELD IN THE TOWN HALL, ON WEDNESDAY 7 August 2024 at 7.00 pm**

email: [townclerk@aylsham-tc.gov.uk](mailto:townclerk@aylsham-tc.gov.uk)  
website: [www.aylsham-tc.gov.uk](http://www.aylsham-tc.gov.uk)

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 3<sup>rd</sup> July 2024
- 4. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**  
To receive information on any Matter Arising not on the agenda
- 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**

<b>Application no. &amp; Address</b>	<b>Town Council Comment</b>	<b>Broadland DC Decision</b>
<b>2023/3793 Aylsham Industrial Estate</b> Change of use of land to self storage facility with 36 shipping containers to be placed on hardcore material	<b>In view of the comments by the Environment team no response will be made</b>	<b>Approved 5.7.24</b>
<b>2024/1483 22 Cromer Road</b> Demolition of existing garage and car port and erection of new timber garage and car port	<b>No Objection</b>	<b>Approved 10.7.24</b>
<b>2024/1312 Friendship Hall, Cawston Road</b> Removal of chimney, upgrade to roof covering and installation of solar panel array	<b>No Objection</b>	<b>Approved 24.6.24</b>
<b>2024/1240 149 Hungate Street</b> Front and Rear extension	<b>No Objection</b>	<b>Approved 3.7.24</b>

**b) APPLICATIONS FOR CONSIDERATION**

- 2023/3003 Land Adjacent Aegel House, Burgh Road**  
Hybrid planning application comprising: 1. Full Planning Application for construction of 242 dwellings (including affordable homes), garages, parking, vehicular access onto Burgh Road, open spaces, landscaping, drainage and other associated infrastructure. 2. Outline Planning Application for land for a Primary School, with all matters reserved except access
- 2024/1550 The Belt Lodge, Sir Williams Lane**  
Install ground mounted solar panels
- 2024/1747 Bure House, 56 Millgate**  
Works required to facilitate approval 2024/0188, including demolition and rebuilding external kitchen wall and re-instating window into gable end
- 2024/2000 3 Penfold Street**  
Extraction unit to be installed to the roof with cladded screening
- 2024/2010 Play area at St. Michael's Park, St. Michael's Avenue**

Cherry Tree within the boundary of the small play area on St. Michael's Avenue - Fell

- 2024/2033**                      **2 Yaxleys Lane Aylsham Norfolk NR11 6DX**  
Single storey rear extension
- 2024/2042**                      **16 Proudfoot Way**  
Replacement of existing conservatory with rear extension
- 2024/2129**                      **Bure House, 56 Millgate**  
**Listed Building Consent:** Works required to facilitate approval 2024/0188 including demolition and rebuilding external kitchen wall, and reinstating window into gable end

**9. POTENTIAL NEW DEVELOPMENTS**

- a) To discuss any updated information on Norwich Road site
- b) To discuss any updated information on Burgh Road site

**10. FINANCE**

- a) To receive and adopt the Monthly Financial Report to 31.7.24 \* Pages 1-2
- b) To receive the internal scrutineers report \* Page 3

**11. PROPOSALS FOR PROJECTS FOR FUTURE CIL MONIES**

- a) Bank Barn
- b) Letter received from a resident regarding Bank Barn \* Page 4
- c) Community Lending Library
- d) Inclusive Play Equipment Recreation Ground

**12. TOWN CLERK'S REPORT**

To receive and adopt the Town Clerk's Monthly Report \* Pages 5-6

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

**14. RECREATION GROUND**

To receive an update

**15. HIGHWAYS MATTERS**

- a) To receive updates on Highway Matters
- b) To consider requesting Highways to install a dropped kerb on Norwich Road
- c) To consider projects for the Parish Partnership for 2025
- d) To receive update on Market Place bus stop proposals

**16. CITTASLOW COMMITTEE**

- a) To note minutes of the Cittaslow Committee Meeting 17th July 2024 \*Pages 7-10
- b) To confirm decisions made by the Cittaslow Committee
- c) To consider report with proposals for the Market Place planters \*Pages 11-12

**17. CLIMATE COMMITTEE**

- a) To consider letter from resident proposing wildlife conservation area \*Page 13
- b) To consider 'Proposal for wildflower areas' report \*Pages 14-25

**18. AYLSHAM HEALTHY TOWN INITIATIVE**

To receive an update on the Healthy Town Initiative.

**19. TOWN HALL**

To consider adjustments to the Town Hall speaker system for Meetings.

**20. TOWN TWINNING**

To receive an update on the Twinning Association visit to La Chaussée Saint-Victor.

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

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

**22. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as Wednesday September 4<sup>th</sup> 2024

**23. 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

**24. STAFFING MATTERS**

- a) To confirm further to the decision made in July 2024 item 23c.
- b) To receive an update on the July 2024 item 24d.
- c) To consider introduction of ATC photo ID badges.

*David Addy.*

Mr. D Addy  
Aylsham Town Clerk

1<sup>st</sup> August 2024

*\*attached*

**NOTES**

*This Meeting is open to the Public and the Press. Copies of this Agenda and the Draft Minutes referred to above are available from the Council Office. They may also 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).*

*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 <https://info.southnorfolkandbroadland.gov.uk/online-applications/> And add the requested details.*

