



**MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD IN AYLSHAM TOWN HALL, ON WEDNESDAY 4TH SEPTEMBER 2024
AT 7.00 PM**

PRESENT:

Trevor Bennett Chairman	Dave Curtis
Mary Evans	Fiona O'Hara
Joan Bennett	Annette Overton
Kevin Cunnane	Kay Montandon
Dave Addy – Town Clerk	Andy Bell – Groundsman

2 members of the public, including Wendy Sadler

1. TO RECEIVE APOLOGIES

Catherine, Cheryl, David Anderson, Pat Prekopp.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

There were no declarations of a personal interest.

3. MINUTES

Minutes of the Town Council Meeting held on 7th August 2024 had previously been circulated and were confirmed and signed by the chairman.

4. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA

High hedges – still waiting for a response from Highways.

5. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS

a) Police – PC Ward gave the written report that in the last 28 days there have been 35 calls to police and only 15 crimes recorded in Aylsham. I am sorry for not being able to give more context.

County Council – Cllr. Steve Riley reported about the fall in income and living standards, that the previous Government's County Deal was not certain, with the new Government taking a different approach to devolution.

District Council – Cllr. Abu Miah sent his apologies. Cllr. Steve Riley reported that homelessness was increasing, so Broadland DC will purchase three more homes. Cllr. Sue Catchpole reported that ACG is struggling financially, but will aim to keep going until the new gym opens at the Sports Hub next summer. Issues at a local PH have been reported. A Norfolk Young People's Community Safety Report has been released, following a workshop.

b) No matters for the matter for the Broadland Overview & Scrutiny Committee.

6. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION

Wendy Sadler in attendance for Aylsham in Bloom to speak on behalf of Patrick Prekopp and Cittaslow regarding the planters agenda item.

7. TO ANSWER QUESTIONS FROM COUNCILLORS

None.

8. TO CONSIDER PLANNING ISSUES

a) APPLICATIONS DETERMINED

Information provided with the agenda was **noted**.

b) APPLICATIONS FOR CONSIDERATION

2024/2352 Stanley Cottage, 58 Millgate

Demolition of modern PVC Conservatory. Re-design of pedestrian/vehicle access

Town Council Response – No Objection

2024/1761 Camohill, Heydon Road

Demolition of existing dwelling and erection of new self build dwelling and garage

Town Council Response – No Objection

2024/2406 Meadowhill House, Cawston Road

Installation of a 12kw domestic air source heat pump

Town Council Response – No Objection

9. POTENTIAL NEW HOUSING DEVELOPMENTS

a) To discuss any updated information Norwich Road site

£275k has been agreed by the developers as a s.106 healthcare contribution to the Market Surgery.

i) Planning Meeting 11th September

Mary updated with the Town Council's draft comments. The Clerk was to inform the Broadland DC Planning Committee Clerk by Friday that Mary would speak on behalf of the Town Council, and Kay on behalf of ACE (to cover transport and sustainability).

ii) Request from developer re play equipment. No responses from schools suggest approach cubs/brownies

No information has been received from the schools on suggested play equipment. Therefore agreed to ask the Cubs and Brownies.

b) To discuss any updated information Burgh Road site

The Town Council will push for a similar developer s.106 healthcare contribution for the Aylsham & Reepham Medical Practice too. The Clerk is to chase regarding the strip of land adjacent to the proposed Transport Hub, to ensure that it is large enough.

10. FINANCE

a) To receive and adopt the Monthly Financial Report to 28.8.24

This was adopted. It was noted that the Street Scene underspend could be used for the planters (c.£2,700).

b) To receive details of costs for planters
Wendy Sadler presented. AGREED that the Clerk should apply for a National Lottery Grant to replace the Market Place planters, including the Mona watering tanks, plus two replacement accessible allotment planters for the Bure Meadows allotments. Planters with suitable tree specimens planted behind for the Buttlands can be considered later. The Groundsman is to price up and the Clerk to take to Cittaslow Committee.

c) To confirm changes to bank signatories
It was agreed that the Clerk could allocate Trevor, Joan, Mary, Kay, and Fiona to the accounts as required, along with the Clerk, Assistant Clerk, and Finance Officer.

11. PROPOSALS FOR PROJECTS FOR FUTURE CIL MONIES

Update on Bank Barn – Keys have received no response from the owner

Concern that the very overgrown fig tree may be damaging the building via the branches and leaves, plus the root system, as the tree is tilting. AGREED that the Clerk should contact Broadland DC regarding the Buildings at Risk register.

12. TOWN CLERKS REPORT

To receive and adopt the Town Clerk's Monthly Report

This was received and adopted.

Highways – the Clerk is arrange a meeting with Highways regarding all of the outstanding issues that Aylsham Town Council is chasing, and invited Steve Riley and all of the pertinent Highways Officers.

Buttlands – it was raised that the Buttlands trees were not trimmed during the carpark works, and that there have been contractor issues historically. The Clerk is to raise this with Steve Riley.

13. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS

Trevor announced that he will be away for the next Town Council Meeting. Furthermore, his and Mary's term (as the Deputy Chair) would end during December, and so a vote will be required on the new Chair and Deputy Chair.

14. RECREATION GROUND

a) To receive Recreation Ground Committee Minutes 30th July 2024

The minutes were received.

b) To receive Recreation Ground Minutes 20th August 2024

The minutes were received.

c) To receive report re request for funding

The report was received.

d) To agree request to designate s106 monies to Recreation Ground improvements

It was AGREED that the Council would provide £21,756.38 of s.106 money towards the playpark phase 1 works. A recorded vote was requested, with the voting as follows: 6 for (Trevor Bennett, Joan Bennett, Kevin Cunnane, Mary Evans, Fiona O'Hara, and Kay Montandon), and 2 against (Dave Curtis and Annette Overton). Any funding requests for phase 2 would need to be made and considered in future, as the Council may prefer to fund play and recreation works elsewhere e.g. repairs at Mileham Drive.

e) To receive any update

None.

15. HIGHWAYS MATTERS

a) To receive an update on Highway Matters

Broadland DC responded to an FOI regarding historic planning applications to confirm that there was no information on who was responsible for the pavement where the dropped kerb is needed on Norwich. The site used to be The Dog Hotel, and so may have been owned by Bullards at the time, but possibly not owned now. The Council's legal advisor for land registration will investigate. This is to be added to the proposed Highways meeting.

b) To receive details of proposed bus shelters for the Gold stop at Tesco

It was agreed that the Council would request whichever bus stop model was narrowest, to avoid restricted access.

c) To receive an update re Electronic Information Sign

No update from Highways, so to be added to the Highways meeting.

16. CLIMATE COMMITTEE

a) To receive minutes of ACE Meeting 5.8.24

These were received and noted. It was discussed how the managing agent for the Willows housing estate had again refused consent for a Town Council noticeboard anywhere on their land. It was AGREED that a noticeboard could instead be progressed on the Council's allotment land within the Willows.

b) To confirm decisions made by the Climate Committee

These were AGREED.

c) To receive any update

None.

17. CHURCHYARD COMMITTEE

a) To receive minutes of Churchyard Committee Meeting 5.8.24

These were received.

b) To confirm decisions made by the Churchyard Committee

These were AGREED.

c) To receive any update

The Town Clerk updated that the work on the clock had been requested, and they had sought to appoint a MRICS Party Wall Surveyor for the churchyard wall repairs and listed building application.

18. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

A Neighbourhood Plan Review Group is needed for October, with a Neighbourhood Plan Review for November. Volunteers are to contact the Town Clerk.

A new Town Councillor can be Co-opted, as no-one sought election for the vacant post. The Communications Officer will present on the Visit Aylsham website and their attendance at Green Day.

19. DATE OF NEXT MEETING

The date was confirmed as **Wednesday October 2nd 2024** at 7.00pm

20. EXCLUSION OF THE PRESS AND THE PUBLIC UNDER THE PUBLIC BODIES (ADMISSION OF STRANGERS) ACT 1960

It was proposed and unanimously **AGREED**, that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the Press and Public should be excluded.

21. STAFFING MATTERS

a) To receive an update.

The Councillors were satisfied with the update.

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 9.28 pm.

Minutes Agreed.....

DRAFT