**NOTICE OF MEETING & SUMMONS TO ATTEND**

**THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL TO BE HELD IN THE**

**TOWN HALL,**

**ON WEDNESDAY 6 NOVEMBER 2024 at 7.00 pm**

**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..**



**The Town Council will consider staffing matters in private session at the start of the meeting to which the public are not admitted.**

**The meeting will then be open to the public commencing at approximately 7.30pm**



**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. TO CONSIDER CO-OPTION OF NEW COUNCILLOR**

**3. 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

**4. STAFFING MATTERS**

a) To receive an update on staffing

b) To agree the proposed Interim Arrangements

**5. 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

**6. MINUTES**

To receive and confirm the Minutes of the Town Council Meeting held on 2nd October 2024

**7. INFORMATION ON MATTERS FROM PREVIOUS MEETINGS**

To receive information on any Matter Arising not on the agenda

**8. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS**

a) To receive written and/or verbal Reports from Representatives (maximum 3minutes per report)

b) To discuss the County Council proposal regarding appointments at Waste Recycling Centres

c) To receive details of Broadland Economic Success Committee discussions on car parking charges

d) To consider any matter for Broadland Overview & Scrutiny Committee

**9. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE**

**PUBLIC AND COUNCILLORS WITH PREJUDICIAL INTERESTS TO SPEAK**

**10. TO ANSWER QUESTIONS FROM COUNCILLORS**

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

**11. TO CONSIDER PLANNING ISSUES**

**a) APPLICATIONS DETERMINED**

|  |  |  |
| --- | --- | --- |
| **Application no. & Address** | **Town Council Comment** | **Broadland DC Decision** |
| 2024/1761 Camohill, Heydon Road | No Objection | Approved 26.9.24 | |
| 2024/1929 67 Holman Road | No Objection | Refused 11.10.24 | |
| 2024/1747 Bure House, 56 Millgate  2024/2129 | No Objection, the works are required | Approved 1.10.24 | |
| 2024/2352 Stanley Cottage, 58 Millgate | No Objection | Approved 7.10.24 | |
| 2024/2363 5 Mill Pightle | . No Objection | Approved 9.10.24 | |
| 2024/2406 Meadowhill House, Cawston Road | No Objection | Approved 3.10.24 | |
| 2024/2495 Fir Grove Cottage, Heydon Road | No Objection | Approved 17.10.24 | |

**b) APPLICATIONS FOR CONSIDERATION Update**

**2024/2638 26 Reeds Lane, Banningham Road**

Demolition of existing dwelling and erection of new self build dwelling

**2024/2459 West Lodge, Rawlinsons Lane**

Installation of 48 ground mounted solar panels

**2024/3094 The Grain Store Banningham Road Aylsham**

Variation of Conditions 2, 3 & 5 of 20212024 - (2) Change design of property, (3) External Materials & (5) On-Site Car Parking Areas

**12. POTENTIAL NEW DEVELOPMENTS**

a) To discuss any updated information on Norwich Road site

b) To discuss any updated information on Burgh Road site

**13. FINANCE**

a) To receive and adopt the Monthly Financial Report to 22.10.24 \* Pages 1-2

b) To agree the appointment of Heelis and Lodge to undertake the audit for 2024/5 at a cost of £740 (same as last year).

**14. BUDGET**

To receive the initial draft budget for 2025/26 – to be tabled

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

To receive any updates

**16. TOWN CLERK'S REPORT**

Verbal report to be made at the meeting

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

**18. CITTASLOW COMMITTEE**

a) To receive minutes of Cittaslow Committee Meeting 17.10.24 \* Pages 3-5

b) To confirm decisions made by the Cittaslow Committee

c) To receive reports from Market Town Initiative Meeting\* Pages 6-10

d) To agree to allow the Cittaslow Committee to pursue projects linked to the initiative

**19. RECREATION GROUND**

a) To receive the minutes of the Rec Committee Meeting 15th September 2024\*Pages 11-15

b) To agree taking on the Recreation Grounds contract for £16,000 to be reviewed after a year.

c) To receive any update

**20. HIGHWAYS MATTERS**

a) To receive updates on Highway Matters

b) To consider any application for Parish Partnership 2024/25

c) Feedback on meeting with Sanders and Daniel Yellop (NCC) re bus service

**21. CLIMATE COMMITTEE**

a) To receive minutes of ACE Meeting 7.10.24 \* Pages 16-18

b) To agree proposal regarding blister packs\* Pages 19-22

c) To confirm decisions made by the Climate Committee

**22. COMMUNICATIONS AND CONSULTATIONS**

a) To confirm a date for the Annual Town Meeting 2025

b) To confirm details and arrangements re \Neighbourhood Plan Meeting

c) To consider operating Councillor surgeries at the Country Market each Friday and other events organised by the Town Council Events Committee

d) To receive an update on Healthy Towns Meeting (19th October)

e) To consider a response from the Town Council to the NHS consultation

f) To receive details of the Minerals and Waste Consultation\*Pages 23-24

g) To receive details of the Police and Crime Commissioners Consultation\* Pages 25

**23. Aylsham Christmas Decorations Community Committee**  
a) To receive minutes of Christmas Decorations Committee Meeting 8.10.24 \*Pages 26-27

c) To confirm decisions made by the Christmas Decorations Committee

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

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

**25. DATE OF NEXT MEETING**

To confirm the date of the next Meeting as Wednesday 4th November 2024



Mr. D Addy 23rd October 2024

Aylsham Town Clerk

**\****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/***](https://info.southnorfolkandbroadland.gov.uk/online-applications/)

*And add the requested details*.