



NOTICE OF MEETING & SUMMONS TO ATTEND

**THERE WILL BE A MEETING OF AYLSHAM TOWN COUNCIL TO
BE HELD IN THE
TOWN HALL,
ON WEDNESDAY 8 JANUARY 2025 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.

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. TOWN COUNCIL CHAIRMAN**
 - a) To note the resignation of Trevor Bennett as Chairman of the Council
 - b) To elect a new Chairman
 - c) To receive the declaration of acceptance of Office from the new Chairman
- 3. TOWN COUNCIL VICE-CHAIRMAN**
 - a) To note the resignation of Mary Evans as Vice-Chairman of the Council
 - b) To elect a new Vice-Chairman
- 4. STAFFING MATTERS**
 - a) To note the appointment of Phil Chapman as Locum Clerk
 - b) To receive an update on the recruitment of the Town Clerk
- 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**
 - a) To receive and confirm the Minutes of the Town Council Meeting held on 4th December 2024*
 - b) To receive and confirm the Minutes of the Town Council Meeting held on 19th December 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 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

None available

b) APPLICATIONS FOR CONSIDERATION Update

2024/3763 15 Cromer Road

Details of condition 5 of 20212243- Detailed drawings of the proposed windows, doors and roof-light.

2024/3661 12 Millgate

Rear porch extension, replacement of 2 x windows on front elevation and 3 x windows on rear elevation (retrospective)

2024/3433 Shepherds Huts Green Lane Off Banningham Road

Placement of 2 shepherds huts to use as holiday let and change of use of land (retrospective)

2024/3764 20 - 22 Market Place Aylsham

2024/3707 Installation of 2 louvres intake and extract within top section of windows to side elevation

2024/3602 57 Holman Road Aylsham

Dormer extensions to two first floor bedrooms

2024/3614 Bure House 56 Millgate Aylsham

Details of condition 3 of 2024/0188 - (3) Details of replacement access gates

12. POTENTIAL NEW DEVELOPMENTS

a) To discuss any updated information on Norwich Road site

b) To discuss any updated information on Burgh Road site

c) Street name suggestions from the Archives * Page 1

13. FINANCE

a) To receive and adopt the Monthly Financial Report to 7.1.25 * to follow

14. BUDGET

To receive the final budget for 2025/26 * Page 2

- 15. PROPOSALS FOR PROJECTS FOR FUTURE CIL MONIES**
To receive any updates
- 16. TOWN CLERK'S REPORT**
a) General report to be made at the meeting
b) To consider a request from Broadland for adding a TPO to a tree on Liz Jones Way, Willow Park * Pages3-4
- 17. TO RECEIVE CHAIRMAN'S ANNOUNCEMENTS**
- 18. RECREATION GROUND**
a) To receive the minutes of the Rec Committee Meeting 17th December* Pages 5-11
b) To consider rescinding previous resolution re Recreation Ground charitable status Page 12
c) To receive any update
- 19. HIGHWAYS MATTERS**
a) To consider the attached strategy* separate documents
b) To receive updates on Highway Matters
- 20. CLIMATE COMMITTEE**
a) To receive minutes of ACE Meeting 1.12.24 * Pages 13-14
c) To confirm decisions made by the Climate Committee
- 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 4th November 2024

Sue Lake

Mrs S Lake
Aylsham Town Clerk (Locum)

2nd January 2025

**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 (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.

