**Minutes of the Aylsham Town Council Traffic Group Meeting held on Wednesday 28th April 2021**

**Present**

Trevor Bennett Barry Lancaster

Clare Alban Andy Christie

Gordon Clarke David Faulkner

Catherine Fletcher Richard Laxen

Pat Prekopp Arthur Rope

Val Shaw Joan Bennett

Eileen Springall Ginny Sylvester

Richard Preston Richard Anderson-Dungar

Ellie Baker Paul Baker

Sue Lake Wendy Murphy

**1. Apologies for Absence**

Apologies were received and accepted from:

Annette Overton Dave Curtis   
Lynda Hartley Nicholas Haag

Steve Riley Rebecca Davis

**2 Minutes**

The minutes of the meeting held on 31st March 2021 were **AGREED**

**3 Declarations of Interest**

None

**4. To consider the aim of the group**

Trevor Bennett, Pat Prekopp and Sue Lake had met and suggested a short aim of

*To try and improve all movements of people through Aylsham*

There was a detailed discussion over this phrase as members felt it was not sufficient for the group. It was proposed and **AGREED** that the final aim should be

**To review the movement of people and vehicles through and around Aylsham with a view to establishing a viable system for the whole of Aylsham for the future**

**5. To consider the objective headings**

Falling out from the aim some objectives were required. The suggested headings for objectives were

* Environment
* Retail and Social Activity – Local Economy
* Well Being
* Heritage
* Imaginative and proactive

These were broadly agreed with the caveat that they should also be SMART objectives, The various headings were discussed and the following objectives were **AGREED**

**Environment**

**To establish an environmentally sound traffic system in which pedestrians and vehicles co-exist in a safe and practical manner**

**Local Economy**

It was agreed there was a need to encourage footfall and supporting local economy and the following should meet this heading

**To develop measures to support and sustain the local economy**

**Well Being**

This also fitted in with environment as there would be a wish to reduce emissions and increase bus and cycle use. Pat Prekopp will look at this and bring a suggestion to the next meeting

**Heritage**

It was acknowledged that this was very important as in many ways it is the heritage of the town that has led us to the situation we are in. Sue Lake will look at this for the next meeting

**Imaginative and Proactive**

This heading was not discussed but will come into place when the work is more established

Members were asked to send any other suggestions to the clerk

**Actions – Pat Prekopp Well Being Objective Sue Lake Heritage Objective**

**6. To consider a proposed approach to the work programme**

Gordon Clarke had devised a template using Excel with conditioning formatting to provide a timeline for events, actions, meetings etc. which can highlight urgent actions there is planning software available but this is a simple format people are familiar with and can use easily. The screen was shared so the template could be viewed by members. The principle is you set the key dates and work backwards from there so targets are harder to miss as early notification is available,

This basic template will be circulated prior to the next meeting. The first urgent date will be in reference to the GNLP

Members were asked to suggest activities they feel should be added to this timeline

It was noted that on previous discussions linked to the roads that there were various highway regulations i.e. pavement width v road width that we need to be aware of and it might be useful to have these or know where they are recorded. It was suggested that highway rules can be challenged and we should make the county council detail why something cannot be done rather than accepting their blanket no.

It was questioned whether we were going to engage a consultant. Trevor Bennett confirmed that the Town Council have agreed this in principle. However, we need to be very clear on the brief we are going to give before we start to look at this. The clerk had circulated a booklet on village traffic planning which had some good ideas.

Need to know consultants time scale to add to the planner.

Need to find a consultant. The person who had written the village guide document previously circulated had since died.

ABEF emphasised the need to inform consultants of any measures that had been tried and failed in the past to ensure old ground is not revisited

**Actions – Gordon Clarke to circulate (via the clerk) the template and brief explanation/instructions**

**Sue lake to ascertain dates for GNLP**

**All – advise clerk of any suggested additions to timeline**

**Richard Preston – to look for suitable consultants**

**7. To discuss the issues identified around the proposed developments in the GNLP**

Trevor Bennett advised that he had reviewed the comments section of the GNLP Regulation 19 document and Aylsham had approx. 125 comments compared to 25 being the total of all other towns.

It is imperative that we look and seek to make comments on the GNLP as it stands. Also, there appears to be a lack of insight by the developers and planners to the areas not immediately adjacent to the two sites so it is important that this issue is raised by the town.

The GNLP strategy states that’s says Aylsham has good transport links and good green infrastructure in place. There is a need to look at both sites but need to be specific in the issues. The site at Norwich Road does include an area for the Town Council to use as a transport hub but it is very small.

The idea of a Transport hub is in both the Neighbourhood Plan and Shaping Aylsham’s Future.

It is acknowledged that it will be a struggle to resist the developments so we must maximise any benefits as much as possible

It was noted that Swaffham has been designated as a strategic bus corridor – can Aylsham not have the same?

Also, both North Walsham and Holt are getting updates and Thetford are to benefit from a major scheme. Is Aylsham being ignored? In the past we have been told the town is ‘too well off’. However, the Funding Future High Street report created a couple of years ago disproves this theory.

It was suggested that a reference library of documents be created and the clerk will look into this.

Member were asked if they had any other issues linked to the GNLP please let the clerk know.

Also, if anyone wants a hard copy of the Neighbourhood Plan please contact the clerk.

**Actions – All**

**Respond with issues re GNLP**

**Request hard copies of Neighbourhood Plan**

**8. To discuss issues with proposed road closures for highway Work**

A path is to be created on Penfold Street and highways have advised this will necessitate a three week road closure. It is not clear why it should take so long and the clerk is talking to the highway engineer to clarify this. It was queried if this could be lifted at nights and weekends and this will be checked.

The main concern are the large vehicles coming from the Blickling direction and where will they go? It is an urban myth that farm traffic can ignore weight limits etc

**Village Plan Document**

This is a good document but Pat Prekopp urged caution as it was not dealing with exactly the same situation as in Aylsham. He went through various issues in the document and his report will be forwarded.

Part of what is required will be data collection as we need to build a picture. At the moment this may be false due to the covid restrictions but it is not clear what the future will look like with more people possibly working from home on a permanent basis.

We also need to be mindful of how we are collecting data but there needs to be a framework so it can be of use as the plan progresses. This data can lead to the formation of a questionnaire and also any display events.

**Actions – Pat Prekopp to provide review document for distribution**

**Next Meeting**

Gordon Clark has started on the simple map without clutter starting from the Market Place and radiating out this will be discussed at the next meeting. It was asked if members could have a copy beforehand to assist with the discussion

The next meeting will be May 26th via zoom. The June meeting is likely to be a physical meeting in the Town Hall.

**Actions – Gordon Clarke to prepare a map for distribution**