



AYLSHAM TOWN COUNCIL
MINUTES OF THE MEETING OF AYLSHAM TOWN COUNCIL
HELD ON WEDNESDAY 17 FEBRUARY 2021 at 7pm

The meeting was held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via Zoom.

PRESENT:

Trevor Bennett Chairman	Mr B Lancaster
Mrs J Bennett	Mrs A Overton
Mr R Clarke-Ward	Mr P Prekopp
Mr D Curtis	Mrs V Shaw
Mrs M Evans	Mrs E Springall
Mr D Harrison	Mr S White

Sue Lake Town Clerk Wendy Murphy Finance Officer

30 members of the public

1. TO RECEIVE APOLOGIES

All members present

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

David Harrison declared his interests as a District and County Councillor

Joan Bennett and Eileen Springall declared an interest on the planning item relating to 25 Holman Road

Mary Evans declared an interest on the planning item relating to St Michaels School

3. TOWN COUNCIL VACANCY

Four applications had been received and two candidates were at the meeting and spoke to the council on why they wanted to be a councillor.

A vote took place and Mathew Martin was co-opted onto the council.

4. MINUTES

Pat Prekopp said that he had referenced the document Shaping Aylsham's Future under item 15. This was added to the minutes.

Minutes of the Town Council Meeting held on 20th January, were **confirmed and will be signed by the chairman.**



5. INFORMATION ON MATTERS ARISING NOT ON THE AGENDA

Nothing raised.

6. GREATER NORWICH LOCAL PLAN (GNLP)

a) To receive report on the contents for the response to the Regulation 19 stage of the GNLP

The chairman introduced the subject reminding councillors that the Regulation 19 consultation, unlike Regulation 18 consultation does not relate to specific sites but to the soundness, legality and justification of the plan itself.

The new plan promotes 550 new houses for Aylsham. The remaining numbers in the plan relate to existing agreed applications – many of which have already been built.

The report with the agenda outlined the main areas identified as an issue with the consultation document. The primary issue with the Regulation 19 stage of the plan is the increase from one site to two which was made without any consultation or even notification and very little warning. There is no mention of improving the infrastructure which would have been an issue with one site but this is compounded with two. Additional points raised were: -

- Town was prepared for one development to add a second is unreasonable
- Issues with schools and water and these have not been identified prior to the possible implementation of the plan
- Planning and community involvement have not been met as outlined in the National Planning Policy Framework
- The duty to co-operate to engage with various stakeholders during the preparation of the plan has not been met
- Can the infrastructure, on top of recent housing, support a second site.
- The schools are at capacity.
- County tend to build schools after development – is this considered sound
- For the second site consultation procedures have not been adhered to
- Badgersfield will have a site of 325 which will impact on Aylsham

Jerome Mayhew commented that MP's cannot get directly involved in planning but would point out that the rationale to increase numbers is based on Planning White Paper but this was pre-covid and there will be a great deal of office space that could be re-allocated rather than relying on new build – this has been acknowledged by the Secretary of State.

Phil Courtier (director of Place BDC) advised that the second site was a preferred alternative – there is a housing crisis and the government have made it clear that an increase is needed and therefore 5000 new homes were added and were distributed around the districts. The preferred site then became an allocated site as part of this need. This is not the end of the process it will still go to the Planning Inspectorate once Broadland have agreed the plan is legally compliant

He suggested that the focus should be on soundness – as a rep of BDC he feels it is ok but ATC obviously feel differently. If it gets through then go to Planning Inspectorate with



planning reasons why two sites should not be included. He also advised that the Town Council should engage positively with developers so if they do both come forward get the Town Council can get the best for the town

b) To agree the response in principle

It was **AGREED** to respond as set out in the documentation sent with the agenda

c) To consider a small working group to complete the response

It was proposed and **AGREED** that a small group would work on the detail of the response and be delegated to submit this to the GNLP. Anyone wishing to join the group should contact the Town Clerk

7. AYLSHAM REOPENING HIGH STREETS SAFELY PROGRAMME

a) To note that the TRO's For Red Lion Street and Oakfield Road have been removed

The planters were moved on Wednesday 3rd February with the work being undertaken by Ben Burgess and the TRO's removed once this was completed. The planters are being stored at the allotment site at Bure Meadows. Broadland have been asked if they can be redeployed elsewhere in the town but no answer has been received.

b) To consider the following proposal

The Town Council to set up a **Traffic Management Working Group**, to consist of both councillors and non-councillors to review in detail the road layout in Aylsham and create a proposal to bring to the Town Council for adoption. This was proposed and **AGREED**.

c) To agree the terms of reference

The Terms of Reference submitted with the agenda were **AGREED**.

d) To agree a date for the first meeting

Members wishing to attend the group were asked to e-mail the clerk to let her know. Adverts will also be placed to see if members of the public would also like to join.

8. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION

Various residents spoke about the GNLP Reg 19 consultation, points raised included:-

- Clear understanding from Reg 18 consultation only one site
- This has been snuck in under cover of covid
- Small villages need a few extra homes
- Many thousands of Europeans have left following Brexit
- This is turning Aylsham into a satellite town
- There is nothing green about these proposals
- Climate change has been totally overlooked
- Brown field sites should be paramount
- The plan is creating car dependency
- There is no provision for additional medical services



- There is nothing for children and teenagers
- Issues with Anglian Water services

9. QUESTIONS FROM COUNCILLORS

None received.

10. CITTASLOW

a) To note the minutes of the Cittaslow Committee Meeting held 21st January 2021

The minutes were noted.

b) To consider whether to pursue the suggestion of Aylsham Town Council declaring a Climate Change Emergency

Pat Prekopp introduced the background to this. 2021 is going to be the year of Climate Change with COP26 to be held in Glasgow. Bearing this in mind it was felt that Aylsham should look more closely at this with the aim on obtaining net carbon. This cannot be just a council initiative but has to be backed by the community. The Government document Building Back Greener was co-written by several MP's including Jerome Mayhew.

The aim would be that ATC would declare an emergency and set out details as to how this would be achieved. A working group would be required to look at this in detail which would include councillors, businesses and voluntary organisations.

Jerome Mayhew was asked for his views and he wondered if things had moved on and the government is working hard on climate change issues. He was not sure if the declaration may prove counter-productive and whether it would be more reasonable to do the work without the declaration. This can have a negative effect on the public who do not naturally engage with this concept.

After discussion it was **AGREED** that the Cittaslow Committee continue with the work on this and bring forward as an agenda item for discussion at a later date.

c) To consider the future involvement with Walkers are Welcome

There was some doubt of its continued existence but the group has now been re-affirmed and accredited.

11. REPORTS FROM POLICE, COUNTY AND DISTRICT COUNCILLORS

a) To receive written and/or verbal Reports from Representatives

Police – No report

Norfolk County Council – David Harrison advised of 4% Council Tax increase by Norfolk County Council

Broadland District Council – Sue Catchpole advised that a new waste collection contract had been agreed. A new food centre will be developed at Honingham.

Steve Riley advised he had tried to get an amendment to the budget which would freeze council tax but this was not agreed.



12. PLANNING ISSUES

a) APPLICATIONS DETERMINED These were noted.

b) APPLICATIONS FOR CONSIDERATION

20210123 **St Michaels School, Aylsham**

Variation of Condition 2 – changes to design and access statement

Town Council Response – No Objection

The Town Council will also look at registering the original school house as a listed building

20210248 **5 Manor Close, Aylsham**

Replacement single storey front extension

Town Council Response – No Objection

c) APPEALS LODGED

20201649 **25 Holman Road, Aylsham**

Sub-divide existing garden and erection of new dwelling

Appeal Reference APP/K2610/W/ 21/3266196

The Town Council still object to this application and will respond to the appeal with this view

13. FINANCIAL MATTERS

a) **To receive and adopt the Financial Report for January**

The report was adopted

b) **To receive and adopt the notes of the Effectiveness of Internal Audit Group**

These were **AGREED**

c) **To agree the following recommendations from the Group**

Adopt the Financial Risk Assessments FRA1-FRA9

Adopt the Risk Management Policy

Adopt the Internal Control Policy

These were all **AGREED**.

14. TOWN CLERKS REPORT

The Town Clerk presented and updated her report.

Details had been received regarding the proposed boulder headstone. These examples were considered acceptable and councillors delegated authority to the clerk to agree the final submission.

The Cemetery gate pillar had been damaged by the adjacent tree weighed down by the snow. Estimates for repairs will be obtained.

It was **AGREED** to postpone the Annual Town Meeting.

The legislation regarding the use of Zoom meetings is scheduled to end on 7th May. Jerome Mayhew was asked whether this could be extended and advised this was a request he and



many of his colleagues had received and it is currently being actively considered by the Cabinet Office and he would be amazed if it was not extended.

A letter had been sent to the EDP critical of the Town Council in regard to clearing snow and ice the previous week. Members of staff had been doing this including in areas which were not the Town Councils responsibility. It was not thought that the letter was worth replying to but the clerk will draft a winter maintenance policy to clearly demonstrate what the Town Council will do and what is the responsibility of other agencies and individuals.

15. CHAIRMAN'S ANNOUNCEMENTS

The chairman advised he had nothing to report.

16. HIGHWAYS

a) To receive an update on Parish Partnership bid for Penfold Street

Nothing further received

b) To receive an update on Highway matters

Nothing to note

17. PUBLIC TOILETS

a) To receive a report re toilet roof

The refurbishment of the toilets had highlighted that the roof was leaking. At this stage it was not clear if it was the whole roof or just the parapet areas. To enable the work to be fully investigated the natural roof would need to be removed. The clerk had contacted both Broadland Consulting and the Heritage Officer at Broadland District Council neither of who had any objections.

b) To consider replacement of roof

In order to enable the repairs to be made the roof would need to be cleared of all soil and plants. The estimated cost for this would be a maximum of £2500.

Estimates had been received just prior to the meeting to cover the cost of replacing either the whole roof or just the parapets. The total cost for the whole roof (including scaffolding and the clearance costs) amounted to an additional £21,290 or for the parapets only an additional £9165. It was proposed and **AGREED** to replace the whole roof as this should prove more cost effective in the long run.

18. SAPWELL CLOSE

a) To receive a report on the legal issues relating to the land

The report detailing the two possible options was noted.

b) To discuss and agree how to proceed

Members were concerned regarding the cost of the solicitor. However, the clerk suggested a third route whereby the solicitor ascertains the extent of any possible charge on the land prior to looking at registering or taking out an insurance policy. This was **AGREED**.



19. CHURCHYARD ISSUES

Due to time restraints this item was deferred.

20. RECREATION GROUND

a) To note minutes of the Recreation Committee Meeting held 9th February 2021

The minutes were noted.

b) To receive any update

Nothing to report

21. POLICIES

Due to time restraints this item was deferred.

22. ITEMS FOR INFORMATION/FUTURE AGENDA ITEMS

No new items identified.

23. DATE OF NEXT MEETING

The Chairman confirmed the date of the next Meeting as Wednesday 17 February 2021, at **7.00pm via zoom.**

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 21.26p.m.

Minutes Agreed..... 17 March 2021