

AYLMERTON PARISH COUNCIL

Chair – Councillor S. Kelsey

Vice-Chair – Councillor M. Knowles



Dear Sir/Madam,

14th September, 2026

You are hereby summoned to attend a meeting of **Aylmerton Parish Council** to be held on **Thursday 1st October, 2026** at **7.00 pm** in **Aylmerton Village Hall**.

Yours faithfully,


Mrs J. J. Chance
Clerk

AGENDA

- 1. Casual Vacancy.**
 - 1.1** To consider letter of resignation from Katie Carter.
 - 1.2** To receive update on Notice of Vacancy and Co-option and agree action.
 - 1.3** To sign Declaration of Acceptance of Office Form.
- 2. Minutes of the Meeting held on Thursday 16th July, 2026.**

To agree the Minutes of the meeting held on Thursday 16th July, 2026.
- 3. To receive declarations of interest and requests for dispensations.**
- 4. To receive apologies for absence.**
- 5. Public Participation** – To allow members of the public opportunity to inform the meeting. This item is limited to 15 minutes (maximum of 3 minutes per person).

Clerk: Julie Chance

Pine Lodge, Gimingham Road, Trimingham, Norfolk, NR11 8HP.

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6. County and District Councillors' Reports.

6.1 County Councillor's Report.

6.2 District Councillor's Report.

7. Finance and Governance.

7.1 To agree cash book for the period to 31st August, 2026

7.2 To agree bank statements against cash book to 31st August, 2026.

7.3 To agree the following payments:-	£
Clerk's Salary – Month of September 2026	369.05
HMRC	75.00
Westcotec – New Bracket	79.80
Poppy Wreath	23.00

7.4 Payments made in the month of August 2026	£
Clerk's Salary	314.62
HMRC	75.00

7.5 To agree Clerk's Salary Increase and back pay to 1st April 2026.

7.6 To receive update concerning the cracked perspex on notice board and agree action.

7.7 To receive update concerning extra bracket for SAM 3 Sign.

7.8 To arrange meeting to prepare draft budget – October.

8. To consider any Planning matters.

8.1 PF/26/1579 – Land West of Church Road/North of Hillside, Church Road, Aylmerton.

8.2 North Norfolk Local Plan – Call for Sites – Circulated.

9. To receive an update concerning Allotments from the Allotment Working Group.

9.1 To receive update concerning ponies on allotments.

9.2 To receive information concerning Ragwort and agree action.

9.3 To receive information concerning Access to Allotments Agreement and agree action.

9.4 To consider possible purchase of Allotment Land and agree action.

- 10. Highways Matters.**
 - 10.1** To note Temporary Traffic Orders (Circulated).
 - 10.2** To receive update concerning VAS Signs on Holt Road and agree action.
 - 10.3** To receive information concerning fly tipping and agree action.
 - 10.4** To receive information concerning broken 30 mph sign and agree action.
- 11. Village Hall Committee.**
 - 11.1** To receive report from Village Hall Committee.
 - 11.2** To consider a grant towards new play equipment and agree action.
- 12. Police Matters.**
 - 12.1** To receive information concerning Cromer SNAP Meeting and agree action.
- 13. Meeting Dates 2027.**
- 14. Footpaths.**
- 15. Policy Review.**
 - 15.1** Document Management – Circulated.
 - 15.2** Risk Assessment – Circulated.
- 16. Correspondence.**

NCC – Deputy Leader letter – Circulated.
NCC – Parish Partnership Letter.
Email – Defibrillator – North Norfolk Swimming Pool & Spa
- 17. Items for next agenda**
- 18. Date of Next Meeting – Thursday 19th November, 2026 – 7.00 pm –**
Aylmerton Village Hall.