

**MINUTES of the ALLOTMENTS SUB-COMMITTEE OF THE  
LEISURE & ENVIRONMENT COMMITTEE**  
held at the Connect Building, Oak Street, Fakenham

**TUESDAY 7<sup>th</sup> JANUARY 2025 at 2:30PM**

Tenant Representatives: Mr S Tomlinson, and Mr J Stirland

Council Representatives: Cllr A Glynn (Chairman), Cllr V Joslin and Cllr J Holdom

Town Clerk: L Meanley

<b>17</b>	<b>MINUTES</b> The minutes of the meeting held on 1 <sup>st</sup> October 2024 were on the proposition of Cllr Glynn, seconded by Cllr Joslin, agreed, and signed by the Chairman.
<b>18</b>	<b>APOLOGIES</b> Mr N Combrink
<b>19</b>	<b>MATTERS ARISING FROM THE MINUTES:</b> <b>a) Minute 10 (29,21,11,4,54)</b> - Numbering of plots – N Combrink was looking into. <b>b) Minute 10 (5)</b> <b>Rudham Stile Lane</b> i. The hedge near the entrance needs trimming as vision is obscured when leaving - Groundsmen did do this. ii. Mr Tomlinson asked for information regarding replacing the fence between the site and the new development on Water Moor Lane. This is to be looked into. Cllr Glynn to speak to NNDC planning. - Company uncontactable <b>Grove Lane</b> iii. One tenant has erected a poly tunnel which is against the regulations. Office looking into. - L&E committee voted to agree that polytunnels would not be allowed. Cllrs classed a polytunnel as being large enough to walk into and garden inside. iv. A request to raise the height of the water tap to allow larger watering cans to be filled will be investigated. Completed at one end but not near the gate. – Groundsmen modified. <b>c) Minute 11</b> – Request for Tyres & Polytunnels to be raised at next Leisure & Environment meeting – L&E confirmed none allowed. <b>d) Minute 11</b> – Muntjac getting through fencing to be raised at Leisure & Environment. – Cllrs had no suggestions to stop them. <b>e) Minute 11</b> – Grove Lane hedge and gate – To cut the hedge sides and fix gate – Hedge sides cut, awaiting fix on gate. <b>f) Minute 12</b> – To Discuss Allotment Competition – clerk to liaise with J Stirland – Will meet later in January.
<b>20</b>	<b>TO DISCUSS ANY CURRENT PROBLEMS RELATING TO THE ALLOTMENT SITES:</b> a) Greenway Lane - No issues reported b) Rudham Stile Lane – No issues reported c) Grove Lane – no representative
<b>21</b>	<b>TO RECEIVE A COPY OF THE ALLOTMENTS CRIME PREVENTION REPORT</b> Cllr Holdom commented that it wasn't clear that the police had written it. J Stirland commented that the clearer the sites are kept the better.
<b>22</b>	<b>TO ADVERTISE A TENTANT REPRESENTATIVE VACANCY ON GROVE LANE ALLOTMENTS</b> The Office will advertise but if the current reps know anyone please ask them to contact the office.
<b>23</b>	<b>TO CONSIDER FEE RESTRUCTURE OR DISCOUNT TO ENCOURAGE DIFFERENT GROUPS OF USERS</b> On the proposition of Cllr Holdom, seconded by J Stirland to not put discounts in place but to put in place smaller annual price increases.
<b>24</b>	<b>TO CONSIDER ACTIONS TO COMBAT ENDEMIC WEEDS E.G. MARE'S TAIL, BRAMBLES, ON AN ANNUAL BASIS, BETWEEN NOVEMBER AND MARCH</b> Gallant Soldier rife. Mares Tail - Agree to trial letting weeds grow on allotment and spraying

	prior to seeding if there is a spare infected plot.
<b>25</b>	<b>TO RECEIVE THE ALLOTMENTS RISK ASSESSMENT</b> All agreed. Clerk will arrange for display on Noticeboards.
<b>26</b>	<b>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING</b> 8 <sup>th</sup> April 2025 at 2:30pm
	<p>There being no further business the meeting closed at 3:24 pm</p> <p>Confirmed this                      day of    2025</p> <p style="text-align: right;"><b>CHAIRMAN</b></p>