

MINUTES of the proceedings at a Meeting of the **ALLOTMENTS SUB-COMMITTEE** of the Leisure & Environment Committee of the Fakenham Town Council at Fakenham Connect, Oak Street, Fakenham on **TUESDAY 2ND JULY 2024** at 2.30 pm when there were present:

Tenant Representatives: Mr N Combrink, Mr S Tomlinson and Mr W Sayer

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

Deputy Town Clerk: Ann Kerrison

Administration Assistant: Karen Lindsay

	MINUTES	Action (initials)
1	MINUTES The minutes of the meeting held on 9 th April 2024 were on the proposition of Cllr Glynn, seconded by Cllr Joslin, agreed, and signed by the Chairman.	
2	APOLOGIES None were received	
3	FAKENHAM POLICE Not present	
4	MATTERS ARISING FROM THE MINUTES a) Minute 29 (21,54) Noticeboards – The new boards have been erected on Greenway Lane and Rudham Stile Lane. The one for Grove Lane is arriving this week. b) Minute 29 (21,11,4,54) Numbering of plots – This is ongoing. We are awaiting a quote from a local company. Reps felt that this should be a priority. c) Minute 29 (21,12) Inspections – An inspection of Grove Lane was carried out last week, with Greenway Lane due to be done later this week. A date has yet to be fixed for Rudham Stile Lane. Mr Sayer was aggrieved that he was not included in the inspection of Grove Lane and asked why he was not contacted. He did not accept the Councils explanation. He also questioned the Councils prioritising and commitment to looking after the allotments. d) Minute 29 (24) To receive notice of advertising for additional reps on Rudham Stile Lane and Greenway Lane. This is ongoing. e) Minute 31 To discuss the possibility of allotment competitions. This is to be an agenda item for the next meeting.	
5	TO DISCUSS ANY CURRENT PROBLEMS RELATING TO THE ALLOTMENT SITES: a) Greenway Lane – There was nothing to report. b) Rudham Stile Lane – i. The gates are being left open when there is nobody on the site. Possible solutions were discussed. ii. The hedge near the entrance needs trimming as vision is obscured when leaving the site. iii. There are several potholes in the roadway through the site, which need attention iv. 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.	

	<p>v. One plot has become very neglected. The office staff will inspect and contact the tenant.</p> <p>c) Grove Lane –</p> <p>i. Mr Sayer reported several plots that have become overgrown and felt that owners needed to be contacted. He also reported that the groundsmen were not doing a good job keeping vacant plots tidy and felt the tenants were being let down.</p> <p>ii. One tenant has erected a poly tunnel which is against the regulations.</p> <p>iii. A resident whose property adjoins the site wants to have access to the allotment side of his fence for maintenance. The office is in contact with this gentleman to arrange access. Mr Sayer will ask another resident who wants similar access to contact the office.</p> <p>iv. A tenant has attached items to a resident’s fence. The office will contact the tenant.</p> <p>v. A request to raise the height of the water tap to allow larger watering cans to be filled will be investigated.</p>	
6	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING. Tuesday 1ST OCTOBER 2024 2:30pm.</p>	
	<p>There being no further business the meeting closed at 3:00pm</p> <p>Confirmed this day of 2024</p> <p style="text-align: right;"><u>CHAIRMAN</u></p>	