

**MINUTES of the ALLOTMENTS SUB-COMMITTEE OF THE
LEISURE & ENVIRONMENT COMMITTEE**

held at the Connect Building, Oak Street, Fakenham

TUESDAY 1ST OCTOBER 2024 at 2:30PM

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

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

Town Clerk: L Meanley

RFO: K Lindsay

7	MINUTES The minutes of the meeting held on 2 nd July 2024 were on the proposition of Cllr Glynn, seconded by Cllr Joslin, agreed, and signed by the Chairman.
8	APOLOGIES None were received
9	FAKENHAM POLICE Not present
10	<p>MATTERS ARISING FROM THE MINUTES:</p> <p>a) Minute 4 (29,21,11,4,54) Numbering of plots – Mr Combrink to investigate hardwood circles and bring back to January’s meeting costs</p> <p>b) Minute 4 (29,24) To receive notice of advertising for additional reps on Rudham Stile Lane and Greenway Lane. - Complete</p> <p>c) Minute 5</p> <p style="padding-left: 20px;">i. Rudham Stile Lane -The hedge near the entrance needs trimming as vision is obscured when leaving the site. – Complete</p> <p>Cllr Holdom Arrived</p> <p style="padding-left: 20px;">ii. There are several potholes in the roadway through the site, which need attention - Completed</p> <p style="padding-left: 20px;">iii. 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. – Company not replying to the Clerk.</p> <p>ACTION: Cllr Glynn will speak to NNDC Planning</p> <p style="padding-left: 20px;">iv. Grove Lane – One tenant has erected a poly tunnel which is against the regulations. – Office looking into</p> <p style="padding-left: 20px;">v. A tenant has attached items to a resident’s fence. The office will contact the tenant. – This was dealt with</p> <p style="padding-left: 20px;">vi. A request to raise the height of the water tap to allow larger watering cans to be filled will be investigated. This has been done at one end but not the tap near the gate.</p>
11	<p>TO DISCUSS ANY CURRENT PROBLEMS RELATING TO THE ALLOTMENT SITES:</p> <p>a) Greenway Lane – Inspection/Renewal letters have upset some tenants but all agreed plots need to be better kept– one tenant uses tyres for raised beds and has asked N Combrink to see if Fakenham Town council will allow him to keep them if he pays a deposit. Recommendation of Reps that tyres were not allowed.</p> <p>ACTION: The Clerk will raise tyres and polytunnels at the next Leisure & Environment meeting</p> <p>Issue with Muntjac getting through the hedging fence</p> <p>ACTION: Clerk will raise in next Leisure & Environment meeting to see if Cllrs have a solution</p> <p>J Stirland asked if Reps details could be posted on the site noticeboards</p> <p>ACTION: RFO to take forward</p> <p>Issue with Mares Tail on plot 59 – N Combrink and others are trying to reduce the problem – plot needs to be covered - for this purpose ok to use Tarp/plastics as a temporary measure. It’s being sprayed.</p> <p>b) Rudham Stile Lane – Inspection/Renewal letters have upset some tenants.</p> <p>c) Grove Lane – The main hedge has brambles sticking out into the road on Grove Lane and the gate isn’t fixed.</p> <p>ACTION: Clerk will ask Groundsmen to look at both, they are already aware.</p>

	<p>A tenant is using the turning circle as a parking area which blocks spaces. ACTION: the Clerk will arrange for signage to be put up reminding people not to park there. Several plots are not being cultivated or have debris. Plot numbers given to office ACTION: Office will investigate Mares tail is also an issue at Grove Lane Tenants have raised the discount not applied this year, Clerk advised that they recommended a 5% discount but Cllrs voted to not apply it this year.</p>
12	<p>TO DISCUSS ALLOTMENT COMPETITIONS All thought it would be better to link with the Fakenham Gardening Club to encourage tenants to enter their competition. ACTION: Clerk to liaise with J Stirland</p>
13	<p>TO RECEIVE THE CODE OF CONDUCT FOR TENANT REPRESENTATIVES Defer to next meeting</p>
14	<p>TO RECEIVE THE ALLOTMENTS RISK ASSESSMENT Defer to next meeting</p>
15	<p>TO DISCUSS THE AMOUNT OF DEPOSIT TO BE PAID BY TENANTS All agreed £50 was suitable</p>
16	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING 7th January 2025 at 2:30pm</p>
	<p>There being no further business the meeting closed at 3:47 pm</p> <p>Confirmed this day of 2024</p> <p style="text-align: right;">CHAIRMAN</p>