MINUTES OF THE ALLOTMENTS SUB COMMITTEE OF THE FACILITIES AND AMENITIES COMMITTEE

HELD AT THE FAKENHAM CONNECT BUILDING, OAK STREET, FAKENHAM

TUESDAY 6th October 2026 AT 14:30

Attending Committee Councillors: A Glynn (Mayor), M Dutton and D Hunter

Allotment Representatives: R Appleton

Attending Non-Committee: None

Deputy Clerk: K Lindsay

General Public: None

Number	Agenda
13/26 A	**To receive Apologies for Absence** None received
14/26 A	**Declarations of Interest: Members are asked at this stage to declare any Interests, which they may have, in any of the following items on the agenda.** None declared
15/26 A	**To adjourn the Meeting for Electors' questions** None received
16/26 A	**To confirm the minutes of the Allotments Sub-Committee meeting held on 7th July 2026** The minutes of the meeting held on 7th July 2026 were on the proposition of Cllr Dutton, seconded by Cllr Glynn, AGREED, with one amendment. To be signed by the Chair at the next Allotments meeting.
17/26 A	**To discuss any matters arising from the minutes of the meeting held on 7th July 2026** **5/26 A -** 'Think Before You Spray' FTC leaflet has been distributed to all allotment tenants. **9/26 A -** The Allotment Rules and Conditions of Letting were reviewed at the August Full Council meeting and are available on the Council's website. The allotment fees for the 2027–28 tenancy year were also reviewed and agreed. **11/26 A -** The Greenway Lane plots that have been professionally treated for mares tail have potential tenants for both plots. One tenant is willing to take on a plot for one year at no cost, with rent payable thereafter, and the same arrangement may be possible for the other plot. If the plots cannot be let, ongoing maintenance will be considered at the next Facilities & Amenities meeting. **11/26 A –** 'Water Wise Allotments' FTC leaflet has been distributed to all allotment tenants.
18/26 A	**To note the issuing of 2026-2027 tenancy renewals and invoices** It was noted that the 2026–2027 tenancy renewals and invoices had been distributed to allotment tenants, together with twelve months' notice of the 2027–2028 increase.
19/26 A	**To note that a survey of Rudham Stile Lane allotment site is being undertaken to establish the accurate boundary prior to the installation of boundary demarcation fencing** Noted
20/26 A	**To discuss any current problems relating to allotment sites** **Greenway Lane**

	• Members were advised that some tenants had expressed dissatisfaction with the rent increases. It was explained that the increases were intended to partially offset the cost of providing and maintaining the allotments, which currently operate at a cost to the Council and therefore to local taxpayers. The increases are intended to increase the contribution made by tenants towards these costs and help reduce the amount funded by the taxpayer. • Members were advised that some tenants had expressed concern about the cost of professionally treating two plots for mares tail. It was explained that the treatment had been undertaken as an experiment and had been reasonably successful, but there are no plans for continuing it on an ongoing basis. • The progress of a Council project on a specific plot was raised, and it was advised that the tenant would continue to be updated directly by the office as appropriate. • A maintenance issue with the car park was raised and will be added to the Grounds Team's list for investigation. • The current water restrictions imposed by Anglian Water and the exemption for Blue Badge holders were discussed. It was clarified that, although the Anglian Water exemption may apply to an individual Blue Badge holder, use of a hosepipe on the allotment remains subject to the Council's Allotment Rules and Conditions of Letting. Accordingly, a hosepipe may be used to fill a water butt but not to water the allotment plot directly. • A query was raised regarding the Council's maintenance of boundary hedges and vacant plots. It was advised that these remain on the Grounds Team's ongoing work programme and are addressed as time and resources allow, alongside competing priorities and staffing constraints. Hedge maintenance is dependent on tenants providing clear and safe access to the boundary areas. • It was questioned whether the Council would return to its previous practice of ploughing plots before re-letting. It was advised that this is not currently being considered due to the machinery and time required, tenant preference, and the risk that ploughed plots may not subsequently be cultivated, resulting in overgrown, unsafe and difficult-to-let plots. • It was raised that an annual meeting for allotment holders had historically been held. Current staff and Councillors were not aware of this arrangement, but it was confirmed that allotment tenants are able to attend allotment meetings and speak at the appropriate point under the agenda item for elector questions. It was also noted that, should a need for a dedicated allotment holders' meeting become apparent, the Council would be able to facilitate one.
21/26A	**To discuss the quarterly meeting dates for 2027** **2nd February, 4th May, 3rd August, 2nd November** The proposed meeting dates of 2 February, 4 May, 3 August and 2 November 2027 were agreed.
22/26 A	**To confirm the date and time of the next meeting:** **Tuesday 2nd February 2027, 14:30**

	There being no further business the meeting closed at 15:05 Confirmed this day of 2027 **CHAIRMAN**