



Table 1: Disclosable Pecuniary Interests – DPI

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council. (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and Property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	Any tenancy where (to the councillor's knowledge) (a) the landlord is the council; and the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class

Table 2: Other Registrable Interests - ORI

<p>You must register as an Other Registerable Interest:</p> <p>a) any unpaid directorships</p> <p>b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority</p> <p>c) any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.</p>

Table 3: Non-Registrable Interests - NRI

<p>An interest that is not a DPI, or an interest of a relative or close associate, which does not need to be registered.</p> <p>You must declare an NRI when relevant business affects the finances or wellbeing of you, your partner, a relative, or a close associate.</p>
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**MINUTES OF THE ALLOTMENTS SUB COMMITTEE OF THE
FACILITIES & AMENITIES COMMITTEE
HELD AT THE FAKENHAM CONNECT BUILDING, OAK STREET, FAKENHAM
MONDAY 12th JANUARY 2026 AT 14:30**

Attending Committee Councillors: M Dutton

Allotment Representatives: N Combrink, R Appleton

Attending Non-Committee: None

Deputy Town Clerk / RFO: K Lindsay

Estate Team Leader: P Woodhouse

General Public: None

Number	Agenda
23/25 A	To receive Apologies for Absence Apologies received from Cllr Hunter
24/25 A	To adjourn the Meeting for Electors' questions None received
25/25 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 were declared
26/25 A	To introduce Paul Woodhouse as the Fakenham Town Council Estate Team Leader Paul Woodhouse was introduced as the Fakenham Town Council Estates Team Leader. Paul provided a brief overview of his role and responsibilities in relation to allotments.
27/25 A	To confirm the minutes of the Allotments Sub-Committee meeting held on 7th October 2025 The minutes of the meeting held on 7 th October 2025 were on the proposition of N Combrink, seconded by R Appleton, agreed, and signed by the Chair
28/25 A	To discuss any matters arising from the minutes of the meeting held on 7th October 2025 21/25A N Combrink provided an update on progress with the plot numbering project. Approximately 40 discs have been cut and are currently in storage, awaiting treatment, potentially with linseed oil. The Estates Team Leader will coordinate the next steps to progress the project.
29/25 A	To receive updated site maps showing vacant plots, to be used for identification purposes in further discussion Received and noted
30/25 A	To discuss the siting of a bleed kit on an allotment site Tenant Representatives discussed the potential siting of a bleed kit either within or in the vicinity of an allotment site. Having considered usage levels, footfall, and passing traffic, the Tenant Representatives concluded that a bleed kit would be unlikely to be of practical benefit at or near the allotment sites. RESOLVED: That a bleed kit should not be sited on or adjacent to an allotment site.
31/25 A	To discuss any current problems relating to allotment sites Greenway Lane

	<p>The Deputy Clerk/RFO provided an update on the procured professional treatment of Mares Tail. Plots 56 and 59 will receive multiple treatments in May, July and September, after which the effectiveness of the treatment will be reviewed. Further treatments will be undertaken if required to attempt to eradicate the infestation. Additional in-house measures will then be considered and agreed to help ensure the infestation does not re-occur.</p> <p>Mr Appleton raised the following points:</p> <ul style="list-style-type: none"> • The recent tree works were completed to a high standard and the contractor was recommended. • Concerns were raised regarding the 12 months' notice of the increase in allotment rent to 25p per square metre for the 2026/27 allotment year. The Deputy Clerk / RFO advised that the increase was agreed by Councillors following careful consideration and was primarily due to significant increases in water charges across all allotment sites. • Overgrown boundary hedges affected by ivy were noted and have been added to the grounds maintenance action list. Cuttings may be stacked at the road end of plots for disposal by the grounds team. • Responsibility for vacant plots was discussed. The Deputy Clerk / RFO confirmed that vacant plots are maintained by the grounds team and are flailed rather than cut. • An on-site meeting between the Estates Team Leader and Mr Appleton was requested. • Concerns were raised by Rudham Stile Lane allotment holders regarding nearby development and its potential impact on the site.
32/25 A	<p>To confirm the date and time of the next meeting: Tuesday 7th April 2026, 14:30</p>

	<p>There being no further business the meeting closed at 15:10</p> <p>Confirmed this day of 2026</p> <p>CHAIRMAN</p>
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Allotment Action Log

Allotments	Date	Minute	Responsible	PRIORITY	Action	STATUS	Comments
Allotments	12/01/2026	28/25 A	ETL	HIGH	21/25A Plot numbering project - Estate Team Leader to coordinate next steps to progress the project	25%	
Allotments	12/01/2026	31/25 A	ETL	HIGH	Estate Team Leader to schedule on-site meeting with Mr Appleton GWL Tenant Rep	100%	

**FAKENHAM TOWN COUNCIL
GREENWAY LANE ALLOTMENTS**

(For identification purposes only - NOT to Scale)

HIGH TERRACE GATE

A		
B		
C		
D		F
E		

CAR PARK		44
		45
		46
		47
		48
		49
		50
		51
		52
	53bi	
	53bii	
53a	£10.22	
		54
	55	Car Park
£34.20	56	Car Park
	57	Car Park
		58
UNAVAILABLE	£42.92	59
		60
		61
£40.50		62
£38.88		63
	64 £12.00	64a
66 £44.80	65	£40.32
Path		
67 £40.70		68
	69	70
		71
		72
		73
74a £22.50	£18	74b
		75
		76
		77
£28.00	78	
£25.20	79	Turning Area
DO NOT LET	80	

40		
39		
38		
36a	36b £23.56	
35		
34		
33		
32		
31		
30		
29		
28		
27		
26		
25		
24	£45.60	
23	£43.32	
22a	22b £18.33	
20a	20b	20c £35.96
19		
18		
17		
16		
15		
14		
13		
12		
11		
10		
9		
8		
7		
6		
5		
4		
3		
2		

Blocked gate
GREENWAY LANE

**FAKENHAM TOWN COUNCIL
GROVE LANE ALLOTMENTS**

(For identification purposes only - NOT to Scale)

8	
£44.15	
9	
10	
11	
12	
£40.40	
13	13a
14	
£41.25	
14a	
15	

7		
6b		
6a		
5		
TURNING AREA	£32.30	
	4b	
		4a
3		
£61.60		
2a	£27.33	2b £24
2c	£18	
1a	£31.17	1b £27.67
1c		

**FAKENHAM TOWN COUNCIL
RUDHAM STILE LANE ALLOTMENTS**

(For identification purposes only - NOT to Scale)

ACCESS PATH				
29	28 £40	27	26	25 £40
24	23	22	21	20
			19 £56.00	18
			17 £27.50	16
			15	15a
14				
13				
12				
11				
10a		10b		
9				
8b	£36.40	8a		£36.40
7a	£32.50	7		
				6
£27.25				5
£32.70				4
3				
2				
1				

ACCESS PATH					
Shelter/ Turning Area	66	67	68		
60	61	62	63	64 £27	65 £27
ACCESS ROADWAY					
57		58		59	
55			£42.80		56
54		£30.30			
53		£30.30			
		48	49	50	51
					£23.33
					52
ACCESS ROADWAY					
47					
46					
45					
44					
43					
42					
41					
40					
39					
38					
36					
37					
35					
34					
£40.40					
32					
33					
31					
30					

Gate
RUDHAM STILE LANE