

**MINUTES OF THE ALLOTMENTS SUB COMMITTEE OF THE  
FACILITIES & AMENITIES COMMITTEE  
HELD AT THE FAKENHAM CONNECT BUILDING, OAK STREET, FAKENHAM**

**MONDAY 12<sup>th</sup> JANUARY 2026 AT 14:30**

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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

<b>Number</b>	<b>Agenda</b>
<b>23/25 A</b>	<b>To receive Apologies for Absence</b> Apologies received from Cllr Hunter
<b>24/25 A</b>	<b>To adjourn the Meeting for Electors' questions</b> None received
<b>25/25 A</b>	<b>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.</b> None were declared
<b>26/25 A</b>	<b>To introduce Paul Woodhouse as the Fakenham Town Council Estate Team Leader</b> 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.
<b>27/25 A</b>	<b>To confirm the minutes of the Allotments Sub-Committee meeting held on 7<sup>th</sup> October 2025</b> The minutes of the meeting held on 7 <sup>th</sup> October 2025 were on the proposition of N Combrink, seconded by R Appleton, agreed, and signed by the Chair
<b>28/25 A</b>	<b>To discuss any matters arising from the minutes of the meeting held on 7<sup>th</sup> October 2025</b> 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.
<b>29/25 A</b>	<b>To receive updated site maps showing vacant plots, to be used for identification purposes in further discussion</b> Received and noted
<b>30/25 A</b>	<b>To discuss the siting of a bleed kit on an allotment site</b> 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. <b>RESOLVED:</b> That a bleed kit should not be sited on or adjacent to an allotment site.
<b>31/25 A</b>	<b>To discuss any current problems relating to allotment sites</b> 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"> <li>• The recent tree works were completed to a high standard and the contractor was recommended.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• An on-site meeting between the Estates Team Leader and Mr Appleton was requested.</li> <li>• Concerns were raised by Rudham Stile Lane allotment holders regarding nearby development and its potential impact on the site.</li> </ul>
32/25 A	<p><b>To confirm the date and time of the next meeting:</b>  <b>Tuesday 7<sup>th</sup> April 2026, 14:30</b></p>