

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 03rd OCTOBER 2023** at 2.30 pm when there were present:

Tenant Representatives: Mr N Combrink

Council Representatives: Cllr Joslin
Cllr A Glynn (Acting Chairman)

Town Clerk: Lesley Meanley
Deputy Clerk: Ann Kerrison

	MINUTES	Action (initials)
8	MINUTES The minutes of the meeting held on 4 th July 2023 were on the proposition of Cllr Joslin, seconded by Cllr Glynn, agreed, and signed by the Chairman.	
9	APOLOGIES Were received from Cllrs Coates and Mr S Tomlinson	
10	FAKENHAM POLICE Not present	
11	MATTERS ARISING FROM THE MINUTES Minute 4 (54) – plot numbers and site signs. Site signs are being installed, just awaiting fixings. Discussed potential plot signage – wooden, metal etc. Clerk taking forward. Minute 54 – water supply at Greenway lane – Request received for breakdown of allotment rents. Shared with meeting.	Clerk
12	TO DISCUSS THE RECENT ALLOTMENT INSPECTION 26th September 2023 Clerk confirmed that all tenants not abiding by the allotment rules and regulations with prior letters where no improvement had been seen would not have tenancies renewed. Where little improvement had been seen, tenants would have to until the end of October, tenancies will not be renewed until a further inspection completed.	
13	TO RECEIVE THE UPDATED RULES AND REGULATIONS OF TENANCY. Received with no comment.	
14	TO DISCUSS ON SITE SECURITY A few minor issues had been reported appearing mainly to be other allotment plot holders using things not belonging to them. A note on securing sites has gone out with the tenancy agreements.	
15	TO CONSIDER PROMOTING THE SITES: Renting of empty plots Competitions Office will run a promotion advertising plots early 2024. Consider publishing local events such as church events or horticultural events where growers can enter as well as national allotments week in August and in house competition.	Clerk
16	TO DISCUSS ANY CURRENT PROBLEMS RELATING TO THE ALLOTMENT SITES GREENWAY LANE ALLOTMENTS: RUDHAM STILE LANE ALLOTMENTS (RSL GROVE LANE ALLOTMENTS:	

	No Issues noted	
17	TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING. Tuesday 9th January 2023 14:30pm.	
	<p>There being no further business the meeting closed at 15:15pm</p> <p>Confirmed this day of 2023</p> <p style="text-align: right;"><u>CHAIRMAN</u></p>	