

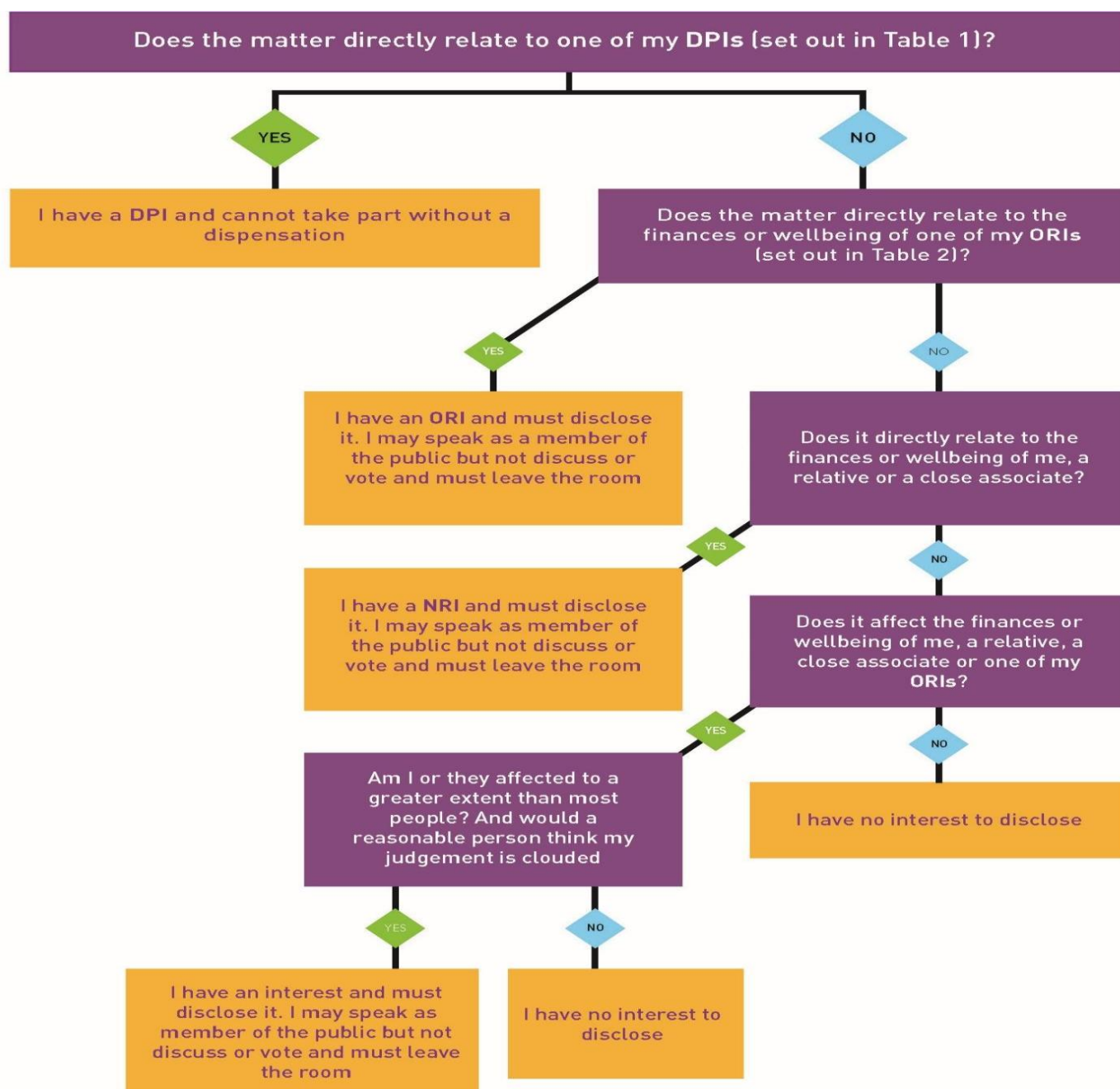


Table 1: Disclosable Pecuniary Interests – DPI

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

You must register as an Other Registrable Interest:

- a) any unpaid directorships
- 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
- 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.

Table 3: Non-Registrable Interests - NRI

An interest that is not a DPI, or an interest of a relative or close associate, which does not need to be registered.

You must declare an NRI when relevant business affects the finances or wellbeing of you, your partner, a relative, or a close associate.

**MINUTES OF THE ALLOTMENTS SUB COMMITTEE OF THE
FACILITIES & AMENITIES COMMITTEE
HELD AT THE FAKENHAM CONNECT BUILDING, OAK STREET, FAKENHAM
MONDAY 7th July 2026 AT 14:30**

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

Allotment Representatives: N Combrink, R Appleton

Attending Non-Committee: None

Town Deputy Clerk: K Lindsay

General Public: None

Number	Agenda
1/26 A	To elect a Chair of the Sub Committee to serve until the next Annual Meeting of the Council Cllr Dutton proposed himself, seconded by Cllr Glynn. It was RESOLVED that Cllr Dutton be elected Chair of the Sub Committee to serve until the next Annual Meeting of the Council
2/26 A	To appoint a Deputy Chair of the Sub Committee to serve until the next Annual Meeting of the Council Cllr Glynn proposed herself, seconded by Cllr Dutton. It was RESOLVED that Cllr Glynn be appointed Deputy Chair of the Sub Committee to serve until the next Annual Meeting of the Council
3/26 A	To receive Apologies for Absence None received
4/26 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 were declared
5/26 A	To adjourn the Meeting for Electors' questions Will the Council consider banning the use of pesticides, weedkiller etc. on all allotments by tenants? The elector (an allotment tenant) believes that the widespread use of weedkiller is negatively affecting the soil and wildlife. Members discussed the matter and acknowledged the concerns raised regarding the environmental impact of pesticides and weedkillers. Whilst recognising the importance of minimising their use, Members also noted the practical need for effective weed control on allotments. It was agreed that the Council was not in a position to prohibit their use at the present time. However, tenants will be encouraged, through the annual renewal process, to limit the use of pesticides and weedkillers to where they are genuinely necessary and to adopt alternative methods of weed control wherever practicable.
6/26 A	To confirm the minutes of the Allotments Sub-Committee meeting held on 7th January 2026 The minutes of the meeting held on 7th January 2026 were on the proposition of Cllr Dutton, seconded by R Appleton, AGREED, and signed by the Chair
7/26 A	To discuss any matters arising from the minutes of the meeting held on 7th January 2026 No matters were discussed

8/26 A	To receive updated site maps showing vacant plots, to be used for identification purposes in further discussion Received and noted
9/26 A	To note that the annual review of the Allotment Rules and Conditions of Letting, together with the allotment fees and charges for the 2027-2028 tenancy year, will be prepared and presented to the August meeting of the Facilities and Amenities Committee for consideration and recommendation Members noted the review. The draft amendments will be circulated to the Tenant Representatives, once prepared, to enable them to provide comments prior to the meeting at which they will be considered.
10/26 A	To inform members of a planned review of all allotment plot measurements to ensure records are accurate. Members were informed that a review of allotment plot measurements is planned to ensure Council records and rent charges remain accurate. It was noted that the review will be undertaken when resources allow and will be carried out sensitively, with boundary markers installed where necessary to assist in identifying plot boundaries.
11/26 A	To discuss any current problems relating to allotment sites Greenway Lane - Members discussed the ongoing issue of Mare's Tail. It was noted that Mare's Tail is a persistent weed which is likely to remain present across the site. The Council has trialled professional treatment methods with some success; however, long-term control ultimately depends upon individual allotment holders maintaining and managing infestations within their own plots. Mr Combrink advised Members that he would be stepping down from his role as Tenant Representative for the Greenway Lane Allotments, initially for a period of six months, due to other commitments. Members expressed their sincere thanks for his dedication and valuable contribution over the past four years, recognising the significant role he has played in representing the interests of fellow allotment holders. - Members discussed the increased use of water during the current hot and dry conditions and the importance of water conservation across allotment sites. It was noted that water butts and other water-saving measures should continue to be encouraged, with appropriate consideration given to safety where larger storage containers are used. Members recognised that water conservation is an ongoing consideration and that guidance and positive encouragement for tenants should be explored. Rudham Stile Lane - Members discussed the boundary fencing and hedging between the allotments and the Water Moor Lane development. It was noted that the previous developer had committed to reinstating the boundary but had subsequently gone into administration. Cllr Glynn suggested contacting the current developers to establish their plans for reinstating the boundary fencing/hedging. ACTION: Cllr Glynn to contact the current developers of the Water Moor Lane development regarding their plans for reinstatement of the boundary fencing/hedging
12/26 A	To confirm the date and time of the next meeting: Tuesday 6th October 2026, 14:30

	There being no further business the meeting closed at 15:00
	Confirmed this day of 2026
	CHAIRMAN

Action Log Allotments as at 29 September 2026

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	50%	
Allotments	07/07/2026	11/26 A	AG	MEDIUM	11/26A Cllr Glynn to contact the current developers of the Water Moor Lane development regarding their plans for reinstatement of the boundary fencing/hedging		