

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 04th July 2023** at 2.30 pm when there were present:

Tenant Representatives: Mr S Tomlinson
Mr N Combrink

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

Town Clerk: Lesley Meanley

	MINUTES	Action (initials)
1	MINUTES The minutes of the meeting held on 11 th April 2023 were on the proposition of Cllr Joslin, seconded by Mr Combrink, agreed, and signed by the Chairman.	
2	APOLOGIES Were received from Cllrs Coates	
3	FAKENHAM POLICE Not present	
4	MATTERS ARISING FROM THE MINUTES Minute 54 – plot numbers and site signs. All agreed that Fakenham Town Council should provide uniform plot numbers. Clerk will take forward, N Combrink offered to help. Site name signs with Town Council contact details to be looked at for the entrances to each site. Refurbishment of site noticeboards to be considered. Minute 54 – water supply at Greenway lane Water pressure is very low at GWL, Anglian Water need to investigate. Concern over future water rate charges. S Tomlinson requested a breakdown of Allotment rates annually to show how tenants rates are distributed. Currently no rep from Grove lane, N Combrink will check in with tenants there. Cllr Joslin confirmed no allotment rent increase in 2024/2025	Clerk Clerk Clerk
5	TO DISCUSS THE RECENT ALLOTMENT INSPECTION 8th JUNE 2023 Clerk confirmed that all tenants no abiding by the allotment rules and regulations had been written to and given until the end of July to rectify issues. Inspections will be undertaken on a regular basis. Vacant allotments will be strimmed or flailed as often as practicable by the council grounds staff to maintain grass/weed levels. A promotional campaign for vacant plots is planned for around Jan/Feb 2024 and it will stress the commitment required to undertake an allotment successfully.	
6	TO DISCUSS ANY CURRENT PROBLEMS RELATING TO THE ALLOTMENT SITES GREENWAY LANE ALLOTMENTS: RUDHAM STILE LANE ALLOTMENTS (RSL GROVE LANE ALLOTMENTS:	

	<p>The hedge at RSL on the right side is obstruction a view of the road when driving out. Clerk will ask the grounds staff to take a look. Confusion over use of solar pumps / sprinklers and hoses. To clarify tenants water butts can be filled up from the water taps by way of using hoses. Tenants may run a solar powered pump / sprinkler from their water butt – not directly from the tap hose and can under no circumstances be filling the water butt from the tap at the same time. The Rules and conditions of letting will be updated ahead of the new tenancy periods.</p>	Clerk
7	<p>TO CONFIRM THE DATE AND TIME OF THE NEXT MEETING. Tuesday 3rd October 2023.</p>	
	<p>There being no further business the meeting closed at 15:30pm</p> <p>Confirmed this day of 2023</p> <p style="text-align: right;"><u>CHAIRMAN</u></p>	