

## **HAIL WESTON PARISH COUNCIL**

### **Allotment Policy**

*The Allotment Policy and Tenancy Agreement have been prepared in accordance with the Allotment Acts 1908 to 1950.*

The Allotment Policy outlines the specific responsibility of the Parish Council and should be viewed in conjunction with the Tenancy Agreement and Health & Safety Policy:

1. The Parish Council will review the rental, Allotment Policy and Tenancy Agreement annually at the Parish Council AGM in May of each year. Tenants will be given the statutory 12 months notice of the rental rate for the next year.
2. The responsible Parish Councillor and Parish Council will:
  - a. Collect rent on or around 1<sup>st</sup> October each year
  - b. Inspect the site regularly
  - c. Maintain a waiting list for Allotments. If any allotment holder with half an allotment wishes to have a whole plot they can put their name on the waiting list, and half an allotment will be allocated to them when they reach the top of the list. Any allotment holder who already has a full size allotment will only be allocated another half allotment if there is no one on the waiting list.
  - d. Maintain the perimeter fencing and hedging within a reasonable cost and to a standard agreed by the Parish Council
  - e. Take action to repair any leak to the water supply
3. A map of plots and plot numbers will be maintained by the Parish Council and plots will only be rented as a whole or half size and no less.
4. Tenants will give written confirmation to the Parish Council if they are going to quit their allotment. Rental will be refunded (pro rata) if the plot is left in a good condition (ref Tenancy agreement) and easily occupied by the next tenant.
5. Any plot holder in breach of the Tenancy Agreement may be subject to eviction by the Parish Council. The eviction process is:
  - a. Eviction will occur 2 months after receiving notice.
  - b. However, if during the first 14 days after receiving the notice he has outlined steps to correct the breach, or given acceptable reasons for the problems that have arisen, or has resumed cultivation, the eviction notice shall be withdrawn.
  - c. Temporary absence, illness and family matters may be considered adequate reasons for a period of poor cultivation, and this paragraph shall only be applied after due consideration of current equal opportunity, disability and other relevant legislation, and the rights of the plot holder.
  - d. The proper cultivation or other work required, or agreed in response to a notice to quit (in the light of any reasons given) must be done or substantially commenced in the first eight weeks following the date of the original notice, otherwise the member hereby agrees that his/her immediate eviction by the Parish Council may take place.