CROPWELL BUTLER PARISH COUNCIL

ALLOTMENT POLICY

1. Tenancy, Rent & Financial Terms

a) **Rental Period:** The term of the rental shall be for 1 (one) year commencing 1 April of each year. All Allotment Rental Agreements will be reviewed annually on 1 April.

b) **Annual Rent:** The annual rent is set at £30 (£40 from 1 April 2027) for the calendar year. Pricing will be reviewed annually when setting the financial budget and is subject to a sum agreed annually by the Parish Council.

c) **Payment Deadline:** The annual rent must be paid to the Parish Clerk by 30th April in each rental year. Failure to do so may result in the allotment tenancy not being renewed.

d) **First-Year Discount:** A discounted rate for the first year may be agreed by the Parish Council if initial remedial works are required on the allotment.

e) **Termination Notice:** Either party (the Parish Council or the tenant) must give 3 (three) months' notice to terminate the rental agreement.

f) **Refunds:** Agreements terminated during the rental period shall not be subject to a refund of the annual rent paid.

g) **Deposit:** There will be a deposit payable for all new rentals of £50. This will also be applied for renewals as at 1 April 2027.

2. Allocation of Vacant Allotments

The criteria for allocating vacant allotments are prioritised as follows:

I. Length of period on the waiting list.

II. Current parishioners of Cropwell Butler Parish.

III. Length of residence in the parish.

IV. Neighbouring parishioners.

3. Cultivation, Maintenance & Acceptable Use

a) **Primary Purpose:** Allotments are for the primary purpose of cultivation. They must not be used for storing materials, rubbish, wood, or other items unless those items directly support the primary purpose of gardening and cultivation.

b) **Landscaping & Hardstanding:** Allotment patches must not be covered with hardstanding materials (such as slabs, stones, concrete, etc.), except if used minimally as stepping stones.

c) **Permitted Use:** No overnight stays are permitted on the allotments. There is to be no recreational use of the plots except for activities directly related to gardening.

d) **Fires & Burning:** No fires are permitted on the allotments, except exclusively for burning organic/biological gardening waste derived directly from that specific allotment plot. Under no circumstances may any materials, wood, or waste be brought in from off-site, nor may the allotment be used as a location to burn general rubbish. All reasonable precautions should be taken where fires are used.

e) **Weed & Growth Control:** Tenants will be expected to maintain their allotments and ensure that any plant or weed growth does not adversely affect other tenants.

f) **Hedges and Borders:** Tenants are expected to maintain the surrounding hedges and borders of their allotments in good order.

4. Structures

a) **Structure Dimensions:** All permitted structures must be erected in a safe manner and kept in good condition. Maximum dimensions are standardised as (**Width x Length x Height**).

b) **Greenhouses:** Maximum size permitted is **6ft wide x 8ft long x 8ft high** (maximum height measured at the apex).

c) **Wooden Storage Containers:** Maximum size permitted is **4ft wide x 4ft long x 6ft high** (maximum height measured at the apex).

5. Inspections, Enforcement, Remediation & Termination

a) **Council Inspections:** Periodic inspections of the allotments and structures will take place by the Parish Council. The tenant will be required to remove or maintain any structures not meeting the Parish Council's approval.

b) **Sub-letting:** Sub-letting by the registered tenant is strictly prohibited and will result in an immediate termination of the agreement.

c) **Vacating Plots:** On termination of the rental agreement, tenants are expected to leave their allotment in good order, having 'turned over' their plot ready for the next tenant.

d) **Non-Compliance and Remediation:** Failure to maintain allotments or leave them in good order may result in the Parish Council refusing to renew the tenancy, immediate eviction for persistent offenders (irrespective of the usual three month notice), or the Council undertaking remediation works. Any remediation actions taken by the Council may be charged directly to the allotment holder using any held deposit monies where necessary.

6. Administration & Variations

- **Right to Vary:** The Parish Council reserves the right to vary these regulations from time to time to ensure the effective management of the allotment site.