

SHEPTON BEAUCHAMP ALLOTMENT GARDEN RULES 2021

Governance

- 1 The Parish Council is the Allotment Authority. The Allotments fall into the category of 'Allotment Gardens' and 'Farmed Allotment' on a tenanted basis
- 2 The Parish Council remains responsible for: all rates, taxes, dues or other assessments which may at any time be levied or charged upon the Allotment Garden; allocation of allotments; issue of Tenancy Agreements; reviewing, setting and collection of the annual rent; regular inspections of the allotments and any enforcement action deemed necessary. This may be delegated to an Allotments Committee if desired. The Council will review the rules when appropriate and if revised re-issue them to all Holders as part of the Tenancy Agreement.
- 3 A tenant may rent one allotment garden only (250 square metres). In exceptional circumstances a tenant may apply to the council for more than one allotment garden.
- 4 All Allotment Holders are: to comply with the SB Allotment Rules notwithstanding any legally covered aspects; permit an inspection of the Allotment Garden at all reasonable times by the Council's employees or agents; encouraged to form an Allotment Committee to assist in the management of the Allotments and provide liaison with the Parish Council; have sight of the accounts at the end of the financial year; responsible for ensuring that any person present in the Allotment Garden with or without the tenant's permission does not suffer personal injury or damage to his property; observe additional rules that the Council may make or revise for the regulation and management of the Allotment Garden and other allotment gardens let by the Council.
- 5 The Parish Council and Tenants will be guided by the [National Allotment Society policies](#).

Annual Rent and Deposit

- 6 Rent will be based on the size of the plot (10 pole = 250^{2m}).

Pole	m ²	Indicative Rent
10	250	£25.00
½	125	£12.50
1/3	83.3	£8.33
¼	62.5	£6.25

- 7 Annual Rent is due on September 29th and must be paid by the end of October. Cheques may be sent to the Parish Clerk or paid at the October Parish Council Meeting. Payment can also be made online.
- 8 Rent will be reviewed on an annual basis by the Parish Council.
- 9 New allotment Holders are required to pay a deposit set by the council, repayable on leaving the site, subject to the condition being the same or

improved from when tenancy commenced. Deposit to be based on Annual Rent (estimated time to clear site)

- 10 All Allotment Holders are to sign their Tenancy Agreement on an Annual Basis.
- 11 Sub-letting by Allotment Holders is not permitted.

Eligibility & Waiting List (Ref: NAS Policy 102. Waiting lists).

- 12 All those living within the Shepton Beauchamp Parish Boundary are eligible to apply for an allotment.
- 13 Applicants for an Allotment will be placed on the 'Allotment Waiting List' managed by the Parish Clerk based on the date of application. Once an allotment becomes vacant the Parish Clerk will offer the vacant plot to the first person on the list. If the plot is not taken up by the first person, the plot will be offered down the list in strict date order. Those who refuse the plot will be able to retain their position on the list for the next vacant plot.
- 14 The informal sharing of a plot (in the form of shared cultivation or in any other way) does not afford any priority to the person sharing that plot over other persons on the waiting list. To secure a plot the sharer must register and wait his turn on the waiting list.

Cultivation Standards (Ref - NAS Policy Document 108. Cultivation Standards)

- 15 Allotment gardens should be cultivated in a way that does not interfere in a material way with the enjoyment of neighbouring Holders, or that is likely to impede the ability of the allotment provider to re-let the plot at a later date. The Tenant must cultivate the land for the production of vegetables, fruit or flowers. A tenant may sell or otherwise dispose of 'surplus' produce as long as the plot is primarily being used for the tenant and their family's own consumption. Allotments are not to be used for business purposes.
- 16 Not plant any tree, shrub, hedge or bush without first obtaining the Council's written permission; not cut, lop or fell any tree growing on the Allotment Garden without first obtaining the Council's written consent and if appropriate planning permission; fruiting trees should not take up more than 1/3rd of the plot.

Maintenance

- 17 The allotment should be kept 'clean and tidy'. Maintenance includes boundary paths. Weeds should not be allowed to seed and rubbish piled up that may provide homes for rats, rabbits and other inappropriate vermin. Bonfires must only be used for dry plant material produced on the allotment and in suitable weather conditions, without annoyance to allotment Holders or neighbours.
- 18 Not fence the Allotment Garden without first obtaining the Council's written consent; maintain and keep in repair the fences and gates forming part of the Allotment Garden; trim and keep in decent order all hedges forming part of the Garden
- 19 Every care must be taken with the use of chemical sprays (pesticides, fungicides and weed killers), fertilizer and mechanical weed control. Neighbouring plots should not be damaged /contaminated unless prior agreement has been given. Only chemicals available for domestic use can be used and details of materials

used must be supplied if requested. No chemicals to be used within 1 metre of the plot boundaries. Spray contamination on neighbouring plots will not be tolerated.

Huts, Greenhouses & Livestock

- 20 Small, temporary huts or greenhouses to a maximum of a total 4.32m²/48 sq ft (8' x 6' shed) will be allowed if not detrimental to other allotment Holders and obtain written agreement from the Parish Council.
- 21 An outgoing tenant shall be expected to either agree with his/her successor to leave the hut or otherwise shall be expected to remove it before the end of the tenancy and make good any damage in the process. This also applies to any fruit trees, bushes, fencing or any improvement provided by him/her.
- 22 Holders wishing to keep hens and rabbits must obtain written permission from the Parish Council. Holders will be required to maintain legal standards of animal husbandry, and follow [NAS Guidance Note on Keeping Hens and Rabbits](#).

Allotment Inspection & Infringement of Allotment Rules

- 23 The Parish Council will inspect the allotments at least twice a year
- 24 The tenancy may be terminated by the Council serving on the tenant not less than twelve months' written notice to quit expiring on or before the 6th day of April or on or after the 29th day of September in any year.
- 25 The tenancy may be terminated by the Council by service of a 28 Day Notice to Improve followed by a Notice to Vacate if: the rent is in arrears for 40 days; is three months after the commencement of the tenancy the tenant has not observed the allotment rules (para 13 – 20); the tenant lives more than one mile outside Shepton Beauchamp Parish boundary.
- 26 If the tenant shall have been in breach of any of the Rules or on account of the tenant becoming bankrupt, the Council may re-enter the Allotment Garden and the tenancy shall thereupon terminate but without prejudice to any right of the Council to claim damages for any such breach or to recover any rent already due before the time of such re-entry but remaining unpaid.
- 27 The termination of the tenancy by the Council in accordance with para 24, or after re-entry by the Council in pursuance of its statutory rights, shall not prejudice the tenant's statutory rights to compensation.
- 28 The tenancy may be terminated by the tenant by serving on the Council not less than two months' written notice to quit.
- 29 On the termination of the tenancy, the tenant shall remove any shed, greenhouse or other building or structure erected in the Allotment Garden unless the Council agrees otherwise which shall be confirmed in writing to tenant.
- 30 Any written notice required by the tenancy shall be sufficiently served if sent by registered post to or left at the parties' address. Any notice to be served by the tenant shall be addressed to the Council's Clerk.