

Frampton Cotterell Parish Council Allotment Policy

Frampton Cotterell Parish are lucky enough to have 95 allotments in two nice locations in the village. Which are:

- Jubilee Allotments
- Mill Lane Allotments

Eligibility and Waiting List

Tenants must be 18 years of age or older. Priority of plot allocation will be given to residents of the parish.

Anyone enquiring about an allotment must fill out the application form and return it via email to office@framptoncotterell-pc.gov.uk or to the Parish Council office, at the Brockeridge Centre, Woodend Road, Frampton Cotterell BS36 2LQ. The applicant will then be added to the waiting list. Priority is given to Parishioners of the Parish, but neighbouring parishioners may apply.

Plot allocation

Any vacant plot will be allocated to the person at the top of the waiting list. The Council will contact the applicant and will give them two weeks to respond to the offer. The Council will remove their name from the waiting list should they fail to respond.

If an applicant doesn't wish to take the plot offered, they can request to stay on the list for another plot, the plot will then be offered to the next person on the waiting list.

If the allotment offered is overgrown an allowance of X number of months rental will be allowed subject to the discretion of the Clerk/CEO & RFO.

Tenancy Agreement and Conditions

On allocation of a plot the tenant will be issued with a tenancy agreement outlining the rules to renting a plot. This form should be read, signed, and returned to the office. This form must be completed each year and without it the tenant has no right to the plot.

Every tenant is required to join the Allotment Holders Association (AHA). The association have tools which after training the member is allowed to use.

Each plot is subject to a £100 refundable deposit, which on relinquishment of the plot will be returned provided the Council do not have to pay to have anything removed that should not be on an allotment e.g. tyres, carpets etc, No refund is due if the plot holder has been evicted or if the plot is overgrown. Jubilee allotment tenants are issued with a key to the AHA shed, if on relinquishment of the plot this is not returned £10 will be retained from the deposit to replace this.

Each tenant is given a one-year probation period, should they not adhere to the tenancy agreement during this time they can be evicted without notice.

Any tenant who has previously had their allotment tenancy terminated will be restricted from applying for a future allotment plot for 2 years, after that time Full Council will consider whether the request will be approved, however it is not guaranteed that the approval will be agreed.

Nuisance

The tenant must not cause or permit any nuisance or annoyance to the occupier of any other allotment garden or to the owners or occupiers of any adjoining or neighbouring land nor to obstruct or encroach on any path or roadway used or set out by the Council or used by the owners or occupiers of any adjoining or neighbouring property. Any allotment garden tenant found guilty in a court of law of offences involving the allotment garden or other tenants will be given immediate notice to quit (evicted). The same will apply if in the reasonable opinion of the Council the tenant has threatened, used violence and or intimidation against other allotment garden tenants or the owners or occupiers of adjoining or neighbouring property or Council Staff or Councillors.

Live Stock

The tenant must not, without the written consent of the Council's Allotments Officer, keep any animals, except for chickens to the extent permitted by the Allotments Acts 1908 – 1950. Please see attached – Rules Applicable to the keeping of chickens on Allotments.

Inspections and Maintenance

The Council will carry out three inspections per year. A report will be submitted to the Finance & Governance Committee for every inspections that takes place. If the plot is not cultivated or is not tidy and free from weeds a warning letter will be issued and the plot holder will be given one month to bring their plot under control. If no improvement is made with in one month the Council will issue a notice of eviction, all eviction notices issued will be reported to either the Finance & Governance Committee or Full Council.

If the plot holder is served with an eviction notice, then the Parish Council will take possession of the plot on the expiry of that notice and the plot deposit will be retained and the Parish Council will not refund any rent to the tenant.

Concessions will be given to plot holders unable to maintain their plot due to ill health or circumstances beyond their control and a reasonable period will be allowed at the discretion of the Clerk/CEO & RFO. Tenants should contact the Parish office to inform them of this at the earliest opportunity.

The Council has a strict no pesticide or herbicide policy which must be adhered to (which is on the Council's website), information can be obtained from the Climate and Nature Officer regarding alternative substances. Failure to comply with this will result in the immediate termination of the tenancy.

Plot Management Transfer

Where another person works the plot with the main tenant and subsequently gives up, the other person can make representation to the Council seeking the Council's agreement to take over the tenancy. The council will consider such representations on a case-by-case basis and if agreed the tenancy will be transferred.

The Council will issue tenancy renewals at the end of August and all monies and signed agreements must be received by 1st October. Without a signed agreement the tenant has no right to the plot.

The Council reserves the right to change the allotment rules at any time but will inform the tenants accordingly.

Enforcement

The following enforcement procedure will apply:

- a. Informal Warning Tenants who fail to comply with their tenancy agreement will be contacted and requested to address issues of non-compliance.
- b. Formal Warning Tenants who fail to respond to an informal warning within 30 days will be issued with a formal written warning.
- c. Notice to Quit Tenants who fail to respond to a formal warning within 30 days will be given notice to quit (evicted).

Power of eviction In the event of a serious breach of the Tenancy Agreement, the council reserves the right to serve immediate notice to quit, without progression through stage a and b of the procedure