
ALLOTMENT RULES

Hound Parish Council (The Council) runs two allotment sites, one at Butlocks Heath and one at Priory Road. These allotments are owned and operated by the Parish Council who have total control over them. A member of staff from the Council will make visits to both allotment sites as many times as required per year for the purpose of inspecting the condition of plots therein.

The following rules apply to the existing Allotment sites. They will apply to all existing plot holders and also all new holders. They will replace all rules previously issued.

1. The rent for the plot will be payable in advance on the 1st April each year. The Council reserves the right to review the rent annually and Allotment holders will be notified in writing within 4 weeks of the precept being confirmed by the Full Council.
2. Discounted rates will be available to residents of the parish of Hound.
3. All rents must be paid within 30 days from the date of the invoice.
4. A deposit of £100.00 is charged to all new allotment holders, which is refundable on termination of the tenancy agreement, provided the allotment is clear of all rubbish and returned in a satisfactory condition.
5. A key deposit of £5 is also charged to all allotment holders, which is refundable on termination of the tenancy agreement.
6. Concessionary rates may be available on request.
7. The tenant must only use his/her allotment solely for the production of flowers, fruit and vegetable crops for non-commercial use by the tenant. All fruit trees are to be of dwarf stock only. Any netting or materials used on the allotment site need to be either green, black, brown or clear in colour. The use of netting around a non-permanent structure is allowed to protect crops only, and must not be taller than 2m in height, the structure needs to be maintained in good condition at all time, using a board at the bottom or chicken wire netting to avoid wildlife been trapped.
8. Bird tables and bird feeders are not permitted on the allotment sites and The Council does not allow feeding of birds under any circumstances.

9. The keeping of chickens is allowed providing written permission has been obtained by the Council. All allotment holders with chickens are required to keep the animals to the standard welfare arrangements as found in the R.S.P.C.A. guidelines. No cockerels are allowed to be kept on Council allotments. No New Applications to keep livestock will be allowed on Butlocks Heath Allotment site from 1st January 2023. Existing livestock kept on allotments prior to 1st January 2023, will be allowed to remain subject to complying with the terms and conditions that you have already agreed.
10. Bees are permitted once written permission has been obtained from the Council, but anyone wishing to do so is required to prove that they have sufficient knowledge for the task and that they have Public Liability Insurance (a copy to be seen by the Council). Again the welfare standards of the R.S.P.C.A must be adhered to.
11. The tenant shall not light any bonfires or barbeques on the allotment gardens. Any tenant found not to be adhering to the rules WILL be investigated on a case by case basis. Council decision will be final.
12. The tenant must keep the allotment paths immediately adjoining their pitch clean and the grass kept trimmed. The allotments themselves must also be kept in a clean and purposeful manner as befits an allotment under use.
13. The tenant must not cause any nuisance or annoyance to the occupier of any other allotment holder or obstruct any ditches or paths set out by the council for use by allotment holders.
14. The Council supports the composting of organic matter and also rainwater collection. Any composting must take place within the confines of the holders own plot. The burning of allotment rubbish or any other material is not permitted. The tenant is responsible for the removal of all non-biodegradable rubbish (e.g. glass, metal, plastic etc) from the site.
15. The tenant must not sublet, assign or otherwise part with possession of his/her allotment garden in whole or in part.
16. Except for the purpose of properly pruning fruit trees or bushes in the proper course of husbandry the tenant must not cut or prune any trees or take or carry away any mineral gravel, sand clay or soil, or allow any other person to do so.
17. No fences/hedges/large bushes around individual plots, temporary low fencing around the plot (not permanent structure) may be allowed by the council, and each case will be looked at individually . Council will accept no liability for damages, accidents surrounding the fence. The tenant will be responsible to maintain the fence, in a safe working order. The tenant will be responsible for the removal of the fence if the tenancy agreement comes to an end at his own cost. Failure to comply will result in extra charges.

18. Strictly no tyres are allowed on site to hold weed suppressant cover.
19. *Strictly No Carpets, old Vinyl floor and plastic sheeting to cover uncultivated soil.* Only weed suppressant material to be used, Existing plastic sheeting can remain in situ until replacement is needed. Tenants must seek approval from the council should a path must be covered by astroturf or such to gain better access to the plot.
20. A wooden shed not exceeding 2 metres by 1.3 metres, which must be soundly built, is permitted without the need for further permission from the Council. If a tenant wishes to erect a shed exceeding these measurements, written permission must be obtained from the Council. All sheds must be well maintained and the usage is restricted to the storage of tools and equipment and materials used directly in the cultivation and maintenance of the allotment garden. Storage of any flammable liquids/materials **is not** permitted under any circumstances.
21. Any officer/councillor or agent of the Council is entitled to enter the allotment sites at any time.
22. Access to the allotment sites is restricted to allotment holders and their nominees. Any other individual in the company of the allotment holder (e.g. friends and family) are allowed access on the condition that they abide by the rules whilst on the site. Children under the age of 16 must be accompanied by a responsible adult at all times. All dogs must be kept under control, if necessary on a lead. All dog excrement is to be cleaned up and removed from the site. Exceptions apply to assistance dogs.
23. The Council has a plan of the allotments which is to be kept at the Council Offices.
24. Gates to the allotments **will be kept locked at all times** unless constant passage is being undertaken e.g. unloading.
25. ***You must cultivate at least 50% to 75% of your plot as per National Allotment Society guideline (by this we mean preparing the ground, planting, growing and harvesting crops/flowers) and the remainder must be cut down and free from weeds (the area must look maintained). From the start of your tenancy agreement you have a two-month period in which enforcement for non-cultivation is not applicable. The plot must be free of weeds and kept in good condition.***
26. The Council can terminate the tenancy of the plot if it is neglected or if any other rules are breached. The Council will identify neglected allotments and will give written notice to the allotment holder to cultivate the allotment within thirty days, or relinquish their tenancy, unless there are mitigating circumstances such as illness, which has been advised to the Council. Penalties for other breaches will be decided on an individual basis and may result in eviction.

27. The tenancy of the allotment garden shall terminate immediately following the death of a tenant and the allotment will be re-issued as soon as practical. A reasonable time will be allowed for crops to be removed by the family, or other authorised persons.
28. Only allotment holders are allowed on the allotment sites, no gathering/parties are permitted on the allotment sites.
29. The Council will maintain the primary access route to both sites including the hedging where appropriate.
30. The Council will, where appropriate, consult with allotment holders and consider their viewpoints prior to recommendations being made to the Full Council.
31. New allotment holders will be allocated a pitch from the list kept at the Parish Office. This list will be updated by the office staff.
32. The Council will give priority to residents of Hound when allocating plots as and when they become available.

David Nevin

Parish Clerk