

Wendover Ashbrook Allotment Association

Regulations/Plot Usage Policy

April 2014

Purpose

The following regulations have been adopted by the Wendover Ashbrook Allotment Association to ensure that the Association, through its members:

- a. Operates in a manner that complies with the Rules of the Wendover Ashbrook Allotment Association, (Register No. 8001R) and
- b. Promotes harmonious relationships between members and towards our neighbours.

Implementation of the Regulations

All members of the Association shall adhere to the set of regulations set out below.

1. Tenants failing to respect these regulations or any clause of the tenancy agreement shall be subject to a plot inspection by a group consisting of at least three members of the Land Management Group.
2. The Group will discuss with the tenant what corrective action needs to be taken, after which the tenant shall have one month to take such action.
3. Tenants choosing not to comply with the regulations or the terms of the agreement after one month's notice shall forfeit their membership of the Association and tenure of their plot, unless they can provide a satisfactory explanation to the Management Committee/Land Management Group in writing.
4. The Land Management Group reserves the right to clear and tidy any plot which remains in an uncultivated condition and will not be responsible for any losses in produce or materials arising from this action. A charge will be levied for this work or the relevant amount deducted from the tenant's bond.
5. When inspecting a plot, the Land Management Group will take into consideration, if known, any circumstances which may affect a tenant's ability to maintain their plot or rectify problems within a specified time limit, e.g. illness, holiday or weather conditions.

Site Use

6. The land is to be used for allotment gardening purposes only. Produce grown on the allotment is for personal consumption. Produce from the allotment cannot be sold (unless sold for the benefit of a charity or the Allotment Association).
7. Allotment plots may only be used for the growing of crops including: vegetables, soft fruits, top fruit (e.g. apples, pears), flowers, herbs. Plants grown to produce or extract illegal substances are strictly prohibited. Fruit trees should only be on dwarfing/small rootstock.
8. The keeping of poultry, pets, livestock and bees on allotment plots is not permitted.
9. The allotment garden or any structure, erected with prior permission, shall only be used for the storage of those items used directly in the cultivation and maintenance of the allotment. Other materials, e.g. paving and timber for infrastructure work must be used or removed within 6 months.
10. Any shed/structure/polytunnel/water butt must be adequately maintained so as not to endanger or obstruct other tenants or become unsightly. If the Land Management Group is not satisfied with the state of any of the above the tenant must either repair it to a satisfactory standard or remove it within one month of instruction to do so. A charge will be levied, or the relevant amount deducted from the tenant's bond, if the Land Management Group has to undertake any removal/remedial work.
11. Water is available from the two tanks on site. Plottolders may not wash vegetables, tools or any other object in the water tanks. This could contaminate them with disease or silt them up. Plottolders must not allow chemicals such as weedkiller, insecticide etc. to contaminate the tanks. The water supply will be turned off in the winter. Ponds are not permitted.

12. Children (under the age of 16) are allowed on site under the supervision of the tenant.
13. Dogs are only allowed on site if they are kept on a short leash. They shall not be allowed to stray onto other tenant's plots and any excrement must be removed from site by the dog's owner.
14. Parking – tenants may unload their vehicles near their allotment from the grass pathways but must then park in the spaces at each end of the site.

Site Maintenance

15. Tenants shall keep all of their plot(s) maintained and in a proper state of cultivation (minimum 70% in cultivation).
16. The whole plot, including any uncultivated/leisure areas, must be kept tidy, safe and **free from flowering weeds**.
17. The use of purpose designed weed-suppressing landscaping fabrics is recommended for any unworked areas. Where they are used, tenants should ensure that they are securely anchored. Domestic carpets and other materials are not permitted.
18. The use of non-organic pesticide, herbicide and fertilisers are permitted. Where they are used, the tenant shall be responsible and liable for their safe use, transport and storage and they shall ensure that no harm or contamination occurs to other tenant's plots or site pathways.
19. Barbed or razor wire is not permitted. Any glass used on site (e.g. in greenhouses, coldframes or shed windows) must be well maintained and removed immediately from the site if broken.
20. Tenants shall be responsible for keeping down all weed growth, cutting the grass on the paths on the four sides of their plots and at the foot of any adjoining hedges. Where on inspection by the Land Management Group, or as the result of complaints, a plot with weeds is identified the tenant will be sent a weed notice letter. A further inspection will be carried after 4 weeks and if there are no improvements in cultivation a notice of termination will be sent.
21. Paths must be kept well maintained with the grass cut regularly. Any obstacles must be removed to allow safe access around the plot.
22. Hedges and trees are the responsibility of the relevant ploholders. Existing hedges must not be damaged or destroyed as they act as a windbreak for the site.
23. In order to minimise costs and maintain low rents, tenants will be expected to attend at least one 'working party' per year to assist in general site maintenance and development.

Waste Materials

24. Waste materials must not be allowed to accumulate in a manner likely to attract vermin.
25. The composting of organic waste materials is permitted within suitable composting bins or frames.
26. Litter and non-organic waste materials are to be removed from site by the tenant.
27. Rubbish from external sources may not be deposited on the allotment garden or any other part of the site.
28. Where, after a Land Management Group inspection, a tenant does not remove rubbish, the Land Management Group will arrange for it's removal and either charge the tenant or deduct the relevant amount from the tenant's bond.

Bonfires

29. Bonfires are only permitted for the burning of dry, diseased plants, perennial weeds, stalks and prunings. Do not put green material on the bonfire site in the top hedge, take it home or compost it on your own plot. You must not bring stuff onto site to burn, nor burn anything which could reasonably be composted. You should only start bonfires after either dusk or 6pm, and you must not leave a fire unattended. Bonfires cause a lot of nuisance for site neighbours so you may only burn dry material that

will make the minimum of smoke. Check wind direction before lighting a bonfire. No plastic or other noxious material may be burnt.

Consideration of local residents is paramount. *[Smoke from a bonfire, judged to be a nuisance to neighbours by interfering with the use and enjoyment of their garden or property, where it could affect the comfort or quality of life of the public, might result in action under the Environment Protection Act of 1990. Tenants who light a fire within 15.24m (50ft) of the centre of a highway may be guilty of an offence under the Highways Act 1980].*

Conduct

30. Tenants shall not cause any nuisance or annoyance to any other tenant or neighbour to the allotments.
31. Tenants shall not obstruct any path set out by the Management Committee for the use of the tenants of the site.
32. Tenants must comply with any reasonable or legitimate directions given by an authorised officer* in relation to an allotment or site.
33. Tenants shall report all instances of theft from, damage or vandalism to site to the Management Committee and if appropriate, the Police as well. The Secretary of the Association shall maintain a log of all such instances and shall report on these within the annual Society report.
34. Should any dispute arise between tenants, they should make every attempt to resolve the issue. Failing resolution both parties shall refer the issue to a mutually acceptable member of the Management Committee to act as arbiter. Should resolution still fail, the arbiter shall refer the issue to the whole Management Committee whose decision shall be final and binding on all parties. The decisions made on all such issues raised to the Management Committee shall be recorded in the minutes of the Management Committee Meeting.
35. Should a tenant choose to terminate their membership, the plot shall be handed back to the Association in a clean and tidy condition for reallocation and the £50 bond payable on first taking the tenancy shall be refunded to the outgoing member. A plot inspection will take place before the bond is returned. The Management Committee reserves the right to deduct from this, or retain the full amount, to cover the cost of any remedial work necessary through poor maintenance or neglect of the plot(s).
36. Tenants must observe and comply with current rules, regulations and policies, and those which the Management Committee may make at any time in the future (e.g. statutory law changes, local restrictions – such as bonfire restrictions). These may be displayed either on notice boards, gates and/or sent with rent invoices/new tenancy agreements/newsletters. Failure to observe rules may lead to termination of tenancies.

Duty of Care

37. Tenants, even when not on site, have a duty of care to everyone, including visitors, trespassers and themselves. Particular care should be taken when using; strimmers, rotovators, shears and other mechanical or powered equipment. Care should also be taken to avoid creating hazards by the construction of features on the allotment or the storage and usage of chemicals, fuels and hazardous materials. Asbestos is prohibited; if you discover it, please inform an authorised* officer of its location.

*Authorised Officers:

Chairman
Secretary
Land Management Group Leader

(see site noticeboards and [allotment web site](#) for contact details)

