



Basingstoke and Deane Borough Council

Rules for allotment tenants

1. New tenants

A new tenant will cultivate the allotment to an agreed acceptable standard within the first three months (or any other time as agreed between the council and the tenant) of tenancy and thereafter will comply with the rules of the site.

2. Definitions

- 2.1 Uncultivated - either fully or partially overgrown or unused, weed or grass is prevalent, insufficient or no planting is present and no effort has been made to keep the plot clear and tidy.
- 2.2 Cultivated - the plot is planted with crops, seeded or fully prepared for planting or for seeds to be sown.
- 2.3 Regional Representative - volunteers who form an allotment committee. They act in the interests of and on behalf of all tenants for all matters relating to this allotment and its upkeep and development.
- 2.4 Site Representative – volunteers who represent tenants on a specific allotment site.
- 2.5 Buildings - any walk-in structures such as sheds, greenhouses and polytunnels which are an appropriate size for the intended task

3. General conditions for the cultivation of allotment

By signing the agreement the tenant of an allotment agrees to observe all the rules and conditions below.

3.1. Rent

- to pay the rent for an allotment in full to the council in accordance with the agreement
- refunds of rent will not be offered under any circumstances.

3.2. Security

- each tenant must ensure that the gate to the allotment site is secured by locking the padlock when leaving.

3.3. Use of land

- to use the land as an allotment and for no other purpose
- the tenant must use the allotment for his or her own personal use and not carry out any trade or business or sell produce from the allotment
- no overnight stays or use of any buildings for residential accommodation is permitted
- not to bring on to the site or store any items other than for horticultural use. This includes carpet for any use.

3.4. Cultivation

- to keep the allotment clean, cultivated and fertile, maintaining it in a good tidy condition
- if a plot appears to be uncultivated, the council reserves the right to cut down all weed growth and charge the tenant
- not to obstruct or reduce any path set out by the council for the use of the occupiers of the allotment.

3.5 Trees

- not to cut, lop or interfere with any trees on the allotment without the prior consent of the council
- not to plant any trees or bushes other than fruit trees or bushes. These must be planted away from paths to ensure they do not shade or allow roots to grow under neighbouring plots.

3.6 Vehicles

- all vehicles must be driven carefully and parked sensibly, cause no obstruction or inconvenience to other tenants. Vehicles are not allowed on allotment plots at any time.

3.7 Plot marker

- to keep the plot marker (showing the number of the plot) clean, readable and displayed in a prominent position.

3.8 Nuisance

- not to cause any nuisance or annoyance to the occupier of any other allotment, adjoining landowners or the occupiers of nearby houses
- not to enter, take or remove any plants or crops from other allotments without that tenant's permission
- not to obstruct or reduce the width of any path between the allotments, or block or obstruct the main track on the site
- abusive, aggressive or threatening behaviour towards the council's representatives or any adjoining owners or occupiers of the allotments or any neighbouring land or property will not be tolerated.

3.9 Waste

- no non-compostable material is to be kept on the allotment or on the site
- no garden waste, any other material or other waste is to be placed against any fence, hedge or gate
- only green vegetable waste may be composted on individual plots. As there is no facility to dump other waste on any part of the site for composting, each tenant must ensure it is removed to an appropriate facility
- composting is only allowed on the allotment and must be properly maintained to the satisfaction of the council
- all other waste material must be removed from the site and disposed of in an appropriate manner
- any tenant who fails to comply with this rule will forfeit the right to continue

gardening the plot.

3.10 Hedges, fences, paths and gates

- not to put up any fence, gate or hedge within the site unless authorised by the council
- not to cut or prune any trees or bushes around the outside of the boundary fence to the site without the prior written consent of the council
- to ensure the paths are kept clean by cutting the grass between the plots and keeping them free from weeds and the accumulation of waste
- ensure each hedge that forms part of the allotment plot is properly cut and trimmed and keep all ditches clear.

3.11 Buildings

- not to put up any buildings within the allotment except for composting, keeping of poultry or rabbits or for a purpose relevant to allotment activities, without the prior written consent of the council
- any buildings which have been authorised by the council, following consent, must be well constructed and maintained
- any sheds which have been authorised by the council, must be coated with an approved wood preserver and must not inconvenience other allotment users, adjoining landowners or the occupiers of nearby houses
- any buildings put up on the allotment must be removed by the tenancy termination date.
- the building or shed shall be more than two feet from any fence, path or track.

3.12 Barbed wire

- barbed wire or similar must not be brought on the allotment or site.

3.13 Dogs

- Dogs are not permitted on the allotment site unless they are on a short lead. Tenants must ensure no damage is caused by them to the allotment site or neighbouring land or property.

3.14 Children

- not to allow children accompanying either the tenant or a member of the tenant's family to cause a nuisance or annoyance to the tenants of any other allotment garden on the site, to adjoining landowners or to the occupiers of nearby houses
- to ensure children are supervised at all times.

3.15 Water

- not to interfere in any way with, or connect a hosepipe to, the water supply or waste water.

3.16 Toilet

- accepts that it is the tenants' responsibility to clean the toilet on site.

3.17 Restriction on admittance to allotment

- the council has the right to refuse admittance to any person other than the

tenant to the allotment or to the site.

3.18 Change of address or other details

the tenant must inform the council immediately of any change of address or other details.

3.19 Dispute between tenants, adjoining landowners or with the occupiers of nearby houses

In the case of a dispute between tenants of any allotment on the site, adjoining landowners or the occupant/s of any nearby houses the matter will be referred to the council, whose decision shall be final.

3.20 Power to inspect

- The council or its appointed officer and any regional or site representative is entitled to inspect any allotment garden.

3.21 Special conditions

- not to take or carry away, or sell any mineral, gravel, clay or sand from the site
- observe and undertake any other special condition/s which the council considers necessary to preserve the allotment or the site from deterioration
to advise council of any damage to fences, water equipment , such as troughs or pipes or toilets as soon possible.

3.22 Alienation

- Not to underlet, assign or part with the possession of the allotment or any part of it without the prior written consent of the council. For the purposes of clarification, a transfer of the tenancy falls within this paragraph and is prohibited.

3.23 Food cages

- food cages that are located on the allotment must not exceed 7'6" (2.3m) in height and shall be proportionate, well constructed and maintained and shall not cast shade on adjoining allotment plots. No concrete footings are permitted
- all food cages must be removed by the tenancy termination date.

3.24 Termination

- the plot must be left in a clean and tidy condition and clear of any associated debris and rubbish at the termination of the tenancy.

Note: Buildings are considered to be sheds, greenhouses, polytunnels and food frames or cages. Sheds should not exceed 7ft 6" (2.29m) in height and have floor area not exceeding 36 sq.ft (3.34sq.m). This would permit up to 6ft x 6ft (1.83m x 1.83m) or 7ft x 5ft (2.14m x 1.52m). The shed should be for allotment storage uses only. Greenhouses should not exceed 50 sq.ft (4.65sq.m), 8ft (2.44m) x 6ft (1.83m). Polytunnels should not exceed 150 sq.ft (13.9sq.m) 10ft (3.05sq.m) x 15ft (4.57m). Larger size buildings will not normally be permitted and any larger size building will need to have supporting evidence to justify a variation (also refer to 3.11 and 3.23 in the rules above).