

## **SYSTON TOWN COUNCIL ALLOTMENT RULES**

1. Syston Town Council hold full management responsibility for all plots.
2. All plots to be cultivated. The plots to be inspected twice a year by Council staff and Allotment Society Committee members.

### 3. Untended Plots

In the case of a plot not being maintained to a satisfactory standard, a letter giving 28 days' notice, in which to bring the plot up to standard, leniency may be allowed if the Council consider that there is a reasonable and unforeseen reason why the plot is not being managed. If the plot is still not up to standard, a second letter will be issued allowing a further 14 days. If, after this time the plot has not been brought up to a satisfactory standard, the plot holder forfeits their tenancy and no refund will be given.

If during the course of a calendar year, a first letter has already been issued, then any further warnings during that period will automatically start at the second letter.

4. All paths between plots to be kept clean to the centre.
5. Cars allowed on the Allotment site for loading and unloading only, no parking of vehicles in the turning area.
6. Member's dogs allowed providing they are under control and on a lead.
7. Any tenant finding him/herself unable to maintain all of the plot in a reasonable condition should inform the Town Council office and half of the plot will be offered to a suitable applicant from the waiting list.
8. Annual rentals to be paid in January. Any tenant failing to pay during January shall forfeit the plot and it shall be re-let.
9. Any plot found to be un-worked by the beginning of April will be re-let unless a valid reason is provided in advance to the Town Council.
10. Tenants shall not cause any nuisance or annoyance to the occupier of any other allotment garden or neighbouring properties. Bonfires are allowed only during the two hours before dusk and must be completely extinguished before being left. Bonfires are permitted only during the months of official British wintertime. Bonfires should not be lit near boundary fences and shall comprise waste materials from the allotment only. Tenants shall not obstruct any path set out by the Council for the use of occupiers of allotment gardens.
11. Tenants shall not underlet, assign, or part with possession of the allotment garden or any part of it without the written consent of the Council.

### 12. Garden Sheds/structures

A shed measuring no more than 4.32 square metres (8ft x 6ft) is allowed. Securing your shed with a padlock or D-Lock is highly recommended, as is chaining up any equipment left inside them. Syston Town Council are not responsible for any vandalism or damage to sheds and are not liable to pay any financial assistance towards repair of such buildings or fences. Sheds are not meant to be slept in overnight. If a structure is in a state of disrepair and is a hazard to other plot holders, Syston Town Council can instruct the plot holder to remove the structure at the plot holders' expense. If after 14 days of instruction the plot holder has taken no action, Syston Town Council will arrange for its removal and will invoice the plot holder accordingly.

### Greenhouses

These can either be made of plastic or glass. Depending on the greenhouse's structure, it may require a firm base (concrete) and as such you will require written permission from Syston Town Council.

### Polytunnels

The use of Polytunnels is allowed. Polytunnels can suffer from condensation so good ventilation is essential.

### Cold frames

The use of cold frames is allowed.

13. Definition of the persons eligible to be tenants of the allotment gardens; Any man or woman, who at the time of application to the Council is resident in the Parish of Syston shall be eligible to become a tenant of an allotment garden. Anyone moving out of the Parish will automatically lose their entitlement to an Allotment.

14. Termination of tenancy of an allotment garden. The tenancy of an allotment garden shall, unless otherwise agreed in writing, terminate on the rent day next after the death of the tenant, but may be continued by the immediate family (providing they are residents of the Parish) in agreement with the Council. Tenancy may be terminated by the Council by re-entry after one month's notice if the rent is not paid in January, or b) if the tenant is not duly observing the Rules. affecting the allotment garden or any other term or condition of his tenancy. The tenancy may also be terminated by the tenant or Council by 12 months notice in writing, expiring on or before 6<sup>th</sup> April or on or after 29<sup>th</sup> September in any year.

15. Notices regarding the allotment gardens may be served either personally or by posting or leaving it at the tenant's last known place or abode, or by fixing the same in some conspicuous manner on the allotment garden.

16. Any allotment tenant whose tenancy is terminated under rules 3 or 9 shall be prohibited from renting another allotment plot within 10 years of the date of their letter of termination.

17. All allotment tenants shall be responsible for the control of any infestation of vermin or insects (including bees and wasps) which may occur on their allotment.

### 18. Livestock

The keeping of hens (not Cockerels) and rabbits is permitted as long as they are for your own use and not for business or profit. The keeping of bees, pigs, goats and other livestock is subject to permission being granted from Syston Town Council.

### 19. Vacating a Plot

When vacating a plot, the plot holder must leave it in an acceptable condition for the next tenant. Any rubbish or poorly maintained structures should be cleared by the vacating plot holder. If they do not do so, Syston Town Council will arrange to clear the site and will invoice the vacating plot holder accordingly.

20. Tenants have a duty of care to store, use and dispose of any potentially harmful substances (e.g. glass, pesticides, fertilisers, oil etc). These must always be stored well out of reach of children and locked away. Tenants should contact the Borough Council waste management department for information of the safe disposal of surplus pesticides and fertilisers, asbestos-cement or other potentially dangerous materials. These should never be burnt, placed in skips, or poured away.

21. **For insurance purposes, from January 2021, membership of the National Allotment Society will be compulsory** (Council insurance will not cover allotment holders for claims that are not the fault of the Council). The relevant NAS membership fee for the year, as advised by the NAS, will be added to the allotment rental fees. The membership is 'per-person'; if two half-plots are held, only one membership is required. If the plot is held in joint names, holders are each required to pay individual membership. If plot holders can provide detailed evidence of a suitable current personal insurance policy that covers their allotment use, then rule 21 will not apply.

***Amended, rule 21 added by resolution of Amenities Committee 14 January 2020***