



# Edwinstowe Parish Council

*Working to make a difference*

THIS AGREEMENT is made the XX day of XXXX 20XX

BETWEEN

Edwinstowe Parish Council

("the Council") and

Of Edwinstowe

("the Tenant")

NOW IT IS AGREED as follows

## **1. Interpretation**

- 1.1. Words referring to one gender will be read as referring to any other gender and words referring to the singular will be read as referring to the plural and vice versa.
- 1.2. Where the Tenant is more than one person the obligations and liabilities will be joint and several obligations and liabilities of those persons.
- 1.3. The clause headings do not form part of this Agreement and will not be taken into account in its interpretation.

## **2. Allotment**

- 2.1. The Council agrees to let and the Tenant agrees to take all that piece of land situate at Boy Lane Allotment Site ("the Allotment Site") numbered X & X on the Council's allotment plan and containing approximately 250 square metres or 298 square yards ("the Allotment Garden").

## **3. Tenancy and Rent**

- 3.1. The Allotment Garden shall be held on a yearly tenancy from 1<sup>st</sup> December 20XX at an annual rent of £XX.XX which is payable to the Association by the Tenant on or around the 30<sup>th</sup> November each year ("the Rent Day").
- 3.2. 12 months notice of any rent increase will be given by the Council to the Tenant in March of the preceding year to take effect the following year.
- 3.3. Where additional amenities are provided on the Allotment Site these will be taken into account when setting the following year's rent.

#### **4. Rates and Taxes**

4.1. The Council will pay all rates and taxes

#### **5. Cultivation and Use**

5.1. The Tenant shall use the plot as an allotment garden only as defined by the Allotments Act 1922 (that is to say wholly or mainly for the production of vegetable, fruit and flower crops for consumption or enjoyment by the Tenant and his family) and for no other purpose and keep it free of hazards, e.g. broken glass or scrap metal etc., and reasonably free from weeds and noxious plants and in a good state of cultivation and fertility and in good condition.

5.2. No business should be run from an allotment and payment should not be accepted for produce in that respect.

5.3. The Tenant shall have at least  $\frac{1}{4}$  of the Allotment Garden under cultivation of crops after 3 months and at least  $\frac{3}{4}$  of the Allotment Garden under cultivation of crops after 12 months and thereafter.

5.4. The maximum amount of the Allotment Garden allowed to be hard landscaped e.g. patio, internal paths etc is 20%.

5.5. If an allotment garden becomes overgrown, the Parish Council may issue an improvement notice requiring it to be brought back into cultivation. The tenant will have 28 days to respond to this notice or may face eviction in the event of non compliance.

#### **6. Prohibition on Under letting**

6.1. The Tenant shall not underlet, assign or part with possession of the Allotment Garden or any part thereof. (This shall not prohibit another person, authorised by the Tenant, from cultivation of the plot for short periods of time when the Tenant is incapacitated by illness or is on holiday, the site representative to be informed of the other person's name.)

#### **7. Conduct**

7.1. The Tenant must at all times during the tenancy observe and comply fully with all enactments, statutory instruments, local, parochial or other byelaws, orders or regulations affecting the Allotment Site.

7.2. The Tenant must comply with the conditions of use attached as Schedule 1.

7.3. The Tenant must not cause, permit or suffer any nuisance or annoyance to any other plot holder or neighbouring resident of the Allotment Site and must conduct themselves appropriately at all times.

7.4. The Allotment Garden may not be used for any illegal or immoral purposes and the Tenant must observe all relevant legislation or codes of practice relating to activities they carry out on the Allotment Garden.

7.5. The Tenant shall not enter onto any other plot at any time without the express permission of the relevant plot holder or their nominated person.

7.6. Any person who accompanies the Tenant to cultivate or harvest may not at any time enter onto another plot without the express permission of the relevant plot holder. The Tenant is responsible for the actions of children and others entering the Allotment Site with his permission.

7.7. The Tenant must not remove produce from any other plot without the express permission of the relevant plot holder.

## **8. Termination of Tenancy**

8.1. The tenancy of the Allotment Garden shall terminate

8.1.1. automatically on the Rent Day next after the death of the Tenant unless there is a Joint Tenant on the Allotment Garden , or

8.1.2. by either the Council or the Tenant giving to the other at least twelve months notice in writing expiring on or before 6 April or on or after 29 September in any year, or

8.1.3. by re-entry by the Council after 3 months previous notice in writing to the Tenant on account of the Allotment Garden being required:

8.1.3.1. for building, mining, or any other industrial purpose or for roads or sewers necessary in connection with any of those purposes, or

8.1.3.2. for any purpose (not being the use of the Allotment Garden for agriculture) for which it was acquired by the Council, or has been appropriated under any statutory provision, or

8.1.4. by re-entry if the rent is in arrears for not less than 40 days, or more or

8.1.5. by re-entry if the Tenant is not duly observing the conditions of this tenancy, or

8.1.6. by the Council giving the Tenant at least one months notice in writing if, not less than 3 months after the commencement of this Agreement, that the Tenant is resident more than one mile out of the parish.

8.1.7. There is a right of appeal procedure which is issued with the eviction notice.

9. In the event of the termination of the tenancy the Tenant shall return to the Council any property (keys, etc.) made available to him during the Tenancy and shall leave the plot in a clean and tidy condition. If in the opinion of the Council the plot has not been left in a satisfactory condition, any work carried out by the Council to return the plot to a satisfactory condition shall be charged to the Tenant (section 4 Allotments Act 1950).

## 10. Change of Address

- 10.1. The Tenant must immediately inform the Council of any change of address. If the Tenant moves out of the Parish, they must vacate their plot by the 30 September of the following year. Current Allotment Holders are exempt (new Tenants only).

## 11. Notices

- 11.1. Any notice given under this agreement must be in writing and to ensure safe receipt should be delivered by hand or sent by registered post or recorded delivery.
- 11.2. Any notice served on the Tenant should be delivered at or sent to his last known home address. Any address served on the Council should be sent to the address given in this agreement or any address specified in a notice given by the Council to the Tenant.
- 11.3. A notice sent by registered post or recorded delivery is to be treated as having been served on the third working day after posting whether it is received or not.

Executed by the Council by

In the presence of

Signed by the Tenant

In the presence of

## SCHEDULE 1

### Conditions of Use

#### 1. Trees

- 1.1. The Tenant shall not without the written consent of the Council cut or prune any trees, apart from carrying out the recognised pruning practices of fruit trees.
- 1.2. The Tenant shall not plant any trees other than dwarf fruiting trees and or fruiting bushes without the prior consent of the Council.

#### 2. Hedges and Paths

- 2.1. The Tenant shall keep every hedge that forms part of the boundary of his Allotment Garden properly cut and trimmed, all pathways and the roadway between plots trimmed and weed free up to the nearest half width by each adjoining tenant, keep all ditches properly cleansed and maintained and keep in repair any other fences and any other gates or sheds on his Allotment Garden. Any other arrangement by prior consent of Parish Council.
- 2.2. The Tenant shall not use any barbed or razor wire (or similar) or asbestos material for a fence adjoining any path on the Allotment Site.
- 2.3. Paths and the roadway adjoining each plot must be kept clear at all times, apart from when loading and unloading vehicles.
- 2.4. All paths must be kept a minimum of 45 centimetres (18 inches) wide.

#### 3. Security

- 3.1. The main access gate shall be closed when the last person leaves the Allotment Site. The need to lock the gate will be reviewed periodically.

#### 4. Inspection

- 4.1. A Member of the Council if so directed may enter allotment gardens for inspection of the state of cultivation and general condition of the plots, sheds, greenhouses and polytunnels and full access must be given by the Tenant to the Member at a mutually agreed, mutually convenient time.

#### 5. Fires

- 5.1. Fires are allowed for the burning of materials from the Allotment Garden only i.e. diseased plants and dried-out organic material that will burn without smoke or hazardous residue, after 6.00pm and at a reasonable time in winter. All fires must be attended at all times and not cause a nuisance to neighbouring residents or other plot holders. All fires must be fully extinguished before leaving the site. The Tenant shall not bring or allow to be brought on to the Allotment Site any materials for disposal on site.

## **6. Dogs**

- 6.1. The Tenant shall not bring or cause to be brought onto the Allotment Site a dog unless it is held at all times on a leash, and remains on the Tenant's Allotment Garden only. Any faeces to be removed and disposed of off site by the Tenant.

## **7. Livestock**

- 7.1. Except with the prior written consent of the Council the Tenant shall not keep any animals or livestock on the Allotment Garden save rabbits and hens (no Cockerels) to the extent permitted by section 12 Allotments Act 1950. (Such animals not to be kept for trade or business purposes and accordingly to be limited in number as the Council may provide in writing). This will be under six monthly inspection from an appointed person.

## **8. Buildings and Structures**

- 8.1. The Tenant shall not without the written consent of the Council erect any building, garden shed, greenhouse or polytunnel the material, maximum size and positioning of which shall be determined by the Council. The Tenant may also require permission from the relevant planning authority.
- 8.2. Only glass substitutes such as polycarbonate, perspex or other alternatives may be used in any permitted structures. Buildings already on site containing glass will be allowed until replacement is required.
- 8.3. The Tenant shall keep all sheds, greenhouses, polytunnels and other structures in good repair to the satisfaction of the Council.
- 8.4. Oil, fuel, lubricants or other inflammable liquids shall not be stored in any shed except in an approved container with a maximum capacity of 5 litres for use with garden equipment only.
- 8.5. The Council will not be held responsible for loss by accident, fire, theft or damage from Allotment Garden.

## **9. General**

- 9.1. The Tenant shall not deposit or allow other persons to deposit on the Allotment Garden any rubbish, refuse (as defined by the Council) or any decaying matter (except manure and compost in such quantities as may reasonably be required for use in cultivation) or place any matter in the hedges, ditches or dykes in or surrounding the Allotment Site.
- 9.2. All non compostable waste shall be removed from the Allotment Site by the Tenant.
- 9.3. The Tenant shall not utilise carpets or underlay on the Allotment Garden.

## **10. Chemicals, Pests, Diseases and Vermin**

10.1. Only commercially available products from garden or horticultural suppliers shall be used for the control of pests, diseases or vegetation.

10.2. When using any sprays or fertilisers the Tenant must

10.2.1. take all reasonable care to ensure that adjoining hedges, trees and crops are not adversely affected and must make good or replant as necessary should any damage occur, and

10.2.2. so far as possible select and use chemicals, whether for spraying, seed dressing or for any other purpose whatsoever, that will not cause harm to members of the public, game birds and other wildlife, other than vermin or pests, and

10.2.3. comply at all times with current regulations on the use of such sprays and fertiliser.

10.3. The use and storage of chemicals must be in compliance with the all relevant legislation.

10.4. Any incidence of vermin (rats) on the Allotment Site must be reported to the Council.

10.5. No firearms shall be used on the Allotment Site unless approved by the Council.

## **11. Notices**

11.1. The Tenant will maintain the plot number provided by the Council in good order and ensure it is visible at all times.

11.2. Notices shall only be displayed in the designated areas with prior consent of the Council.

## **12. Car Parking**

12.1. Only the Tenant or persons acting for them shall be permitted to bring cars onto the site and they must be parked not obstruct the haulage ways or any other Tenant at anytime.

Note: Winter is between 1<sup>st</sup> October and 1<sup>st</sup> March. Summer is all other times

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