



# Langton Matravers Parish Council

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## Allotment Gardens Policy

### **Introduction**

The purpose of the policy is to provide the rules for the allocation of allotment plots, the continuance of tenancy for these plots, the obligation of tenants and the actions that will be taken in the event of any non-compliance of the tenancy agreement conditions.

### **Allocation of Plots**

Allotment plots are allocated, from the waiting list, on a first come first served basis for the residents of the Parish of Langton Matravers, Worth Matravers (which includes Harmans Cross), Corfe and Swanage unless otherwise approved by the Council. Priority will always go to residents of Langton Matravers, Worth Matravers and Harman's Cross. In addition to the above residents-only policy, the Council may exceptionally accept applications from voluntary community groups or institutions for the tenancy of an allotment, e.g. the local Primary or Pre-school.

### **Continuation of Tenancy**

The Tenant, unless approved by the Council, shall reside within the Parishes of Langton Matravers, Worth Matravers, Corfe or Swanage during the continuance of the tenancy. This approval is also required as a confirmation when a tenant believes they have only moved within one mile outside these parishes.

### **Obligations of Tenant**

The basic obligations of the tenant are to pay the yearly rent, to cultivate the land, to keep the land tidy and to observe the tenancy agreement rules. The tenant is subject to the terms of Allotment Acts 1922 and 1950. At the Parish Clerk's and Allotment Liaison Officers' discretion the plot fee may be adjusted or waived for new tenants who take over plots during the growing season.

### **Non-Payment of Rent**

The yearly rent is payable, in advance on the 1<sup>st</sup> January each year. If the rent has not been paid by the 1<sup>st</sup> March of the same year, a reminder letter will be sent to the tenant requesting immediate payment. If by the April Council meeting no payment has been received, the Council can vote to send a letter of 'Termination of Tenancy' giving one month's notice to the tenant. No money can be accepted once this letter has been sent. The Tenant will be instructed in the termination letter to remove any personal items and rubbish from the plot being re-possessed within the one month's notice period.

### **Non-Compliance with Tenancy Agreement Conditions**

If it appears to the Council that the tenant of an allotment plot, not less than three months after the commencement of the tenancy thereof, has not duly observed the conditions of the tenancy agreement, a warning letter will be sent to the tenant requesting immediate compliance. If the tenant ignores this warning, then at the Council meeting one month after the warning letter was sent, the Council can vote to re-possess the plot by sending a letter of 'Termination of Tenancy' giving one month's notice to the tenant. The Tenant will be instructed in the termination letter to remove any personal items and rubbish from the plot being re-possessed within the one month notice period.

Reviewed and approved without change by resolution of the Council, 11th May 2017

Revised and approved by resolution of the Council, 9<sup>th</sup> November 2017

Reviewed and approved without change, 10<sup>th</sup> May 2018

Revised and approved by resolution of the Council, 9<sup>th</sup> May 2019