

**AGREEMENT FOR LETTING OF AN ALLOTMENT**  
**ALLOTMENTS OWNED OR LEASED BY PRUDHOE TOWN COUNCIL**

This Agreement is made pursuant to the Management Agreement currently in force between Prudhoe Town Council ("the Council") and Prudhoe Gardeners' Association ("the Association") and where relevant is governed by that Agreement. The Association is responsible for the letting of Allotment Gardens on behalf of the Council.

**Tenant Name** \_\_\_\_\_

**Address** \_\_\_\_\_

(The Tenant), made on:

**Date** \_\_\_\_\_

The Prudhoe Gardeners' Association will let to the Tenant the allotment shown in the register of allotments provided by the Council as:

**Allotment Site** \_\_\_\_\_

**Plot Number** \_\_\_\_\_


At a current yearly rent payable every year on 31<sup>st</sup> March

**Current Yearly Rent £** \_\_\_\_\_

The tenancy is subject to the Allotments Act 1908 to 1950 and to the Allotment Rules printed overleaf and to any additional rules made from time to time by the Council.

The Tenant hereby agrees to his/her name and address being held on the Council's computer for the purposes of correspondence and with the rules below.

**Signed: (on behalf of the Council/Clerk)**



**Signed:** \_\_\_\_\_ **(Tenant)**

**Obligations regarding the handling of tenant records (including the General Data Protection Regulation and Data Protection Act 2018)**

Your name and contact details, and details of rent paid, will be held on computer by Prudhoe Gardeners Association and Prudhoe Town Council. This information will be held only for the purposes of administering the allotments. You must notify the Prudhoe Gardeners Association of any change of address or email address.

Failure to pay the allotment rent within 30 days from March 31<sup>st</sup> because you have failed to notify a change of address could result in the automatic termination of your tenancy.

## **STANDARD ALLOTMENT RULES**

### ***As a plot holder you are required to:***

1. Keep your plot clean and tidy, free from weeds and rubbish and in a good state of cultivation and fertility throughout the gardening year.
2. Use your plot to grow flowers, fruit, and vegetables.
3. Lock away chemicals in their original containers; keep them out of reach of children and use and dispose of chemicals in accordance with manufacturers' instructions.
4. Use only commercially available products from garden or horticultural suppliers for the control of pests, diseases, or vegetation.
5. Keep any trees or bushes, which must be fruit bearing, in a manageable condition and ensure that they do not exceed four metres (trees) or two metres (bushes) in height.
6. Remove all broken glass, litter, and non-organic waste from the site.
7. Keep paths and allotment boundaries clear.
8. Keep any hut, shed, poly tunnel or greenhouse in good condition. Glass should not be used in greenhouses.
9. Refrain from using carpets or underlay on site.
10. Have at least one-quarter of the Allotment Garden under cultivation of crops after three months and at least two-thirds under cultivation of crops after twelve months.
11. Ensure, if you bring children onto the site, that they are under the supervision of a responsible adult at all times.
12. Keep dogs on a lead and under control at all times on site and clean up any dog waste.
13. Comply with any temporary hosepipe bans and drought orders.
14. Use water responsibly; the use of standing sprinklers is not permitted.
15. Only have fires in line with the attached policy and rules.
16. Pay the annual rent within 30 days of 31<sup>st</sup> March each year.
17. Let the Association know if you are unable to work your plot as a result of illness or any other reason.
18. Inform the Association of any change of address or email address.
19. On termination of the tenancy, hand back the plot in a clean and tidy condition.

### ***As a plot holder you may not:***

20. Use your plot for any trade or business purpose
21. Cause nuisance or annoyance to other tenants.
22. Take, sell, or carry away (or give permission to others to take, sell or carry away) any timber, mineral, gravel, sand clay, turf, or soil.
23. Use barbed wire or asbestos for any purpose.
24. Install children's swings, paddling pools, trampolines, or other such play equipment.
25. Bring any rubbish onto the site.
26. Under-let, assign, or part with the possession of the allotment, or any part of it.

### ***You must apply to the Prudhoe Gardeners' Association if you want to:***

27. Erect a poly tunnel, hut, shed or greenhouse.
28. Keep up to 10 hens on your plot (you will have to satisfy us that you have the necessary experience, arrangements are acceptable, and animal welfare standards are high). No more than 10 hens are permitted and the keeping of cockerels is banned.
29. Keep bees on your plot (you will have to satisfy us that you have the necessary experience, arrangements are acceptable and animal welfare standards are high).
30. Cut or prune any timber or other trees not rooted within the plot.

***The Prudhoe Gardeners' Association may terminate your tenancy if:***

31. Your rent is in arrears by more than 30 days.
32. After three months' tenancy or more, it appears that you have not observed these rules.
33. You move address to outside the parish boundary.
34. You receive two non-cultivation warning letters within a one-year period.

***The Prudhoe Gardeners' Association has the right to:***

35. Enter and inspect an allotment and any buildings erected.
36. Authorise any person to enter the allotment for the purpose of repairing and maintaining any boundaries, trees, pipes, mains, tanks, cables, or other services over, under or across the land, but in doing so will make fair compensation to the tenant for any loss of crops.
37. Serve notice on a tenant by leaving it at, or sending it to, their last known address.
38. Charge the leaving tenant if, in the opinion of the Association, a plot has not been left in a clean and tidy condition on termination. Any charge will cover necessary work required to return it to a satisfactory condition (Section 4 of Allotments Act 1950).
39. Change these conditions at any time, including the need to comply with any new legislation.

**Rules for Bonfires on Town Council Allotment Sites**

***Fires on allotment sites are permitted but under strict adherence to the following allotments rules and in accordance with the Environmental Protection Act 1990, section 79(1) (b) "No bonfire shall cause a smoke nuisance to the surrounding residents".***

40. DO NOT burn anything that can be composted. See [www.rhs.org.uk](http://www.rhs.org.uk) or your site rep for tips.
41. DO NOT burn anything that can be shredded. See [www.rhs.org.uk](http://www.rhs.org.uk) or your site rep for tips.
42. DO NOT burn anything that can be taken to the Recycling Centre. See [www.northumberland.gov.uk/Waste/Tip.aspx](http://www.northumberland.gov.uk/Waste/Tip.aspx) for more information.
43. ALWAYS think about neighbours before starting a fire; windows open, enjoying their garden, washing on the line.
44. ENSURE you site your fire away from sheds, structures, and hedges to prevent damage.
45. ALWAYS check the stack intended for burning for hibernating hedgehogs and other animals that may be in it. Start the bonfire at a safe distance away from the stack.
46. DO NOT light a fire when the weather is hot, damp or windy.
47. ALWAYS check the wind direction if you are close to houses and only start your fire if the breeze is away from the neighbours' properties.
48. NEVER burn household rubbish or anything containing plastic, foam, or paint.
49. NEVER burn treated wood or pallets. The resulting ash will be contaminated and not fit to use on your allotment if you do.
50. DO NOT bring rubbish onto your allotment to burn.
51. NEVER add an accelerator (e.g. petrol) to get the bonfire started.
52. NEVER leave a fire unattended; always wait until everything has burned down before leaving the site.
53. NEVER use water to douse a bonfire; it may appear as if the fire has been safely put out but the water only serves to superheat the ashes and they could re-ignite some hours later.
54. ALWAYS throw soil or sand over a fire to smother the heat source.
55. Thank you for adhering to the rules on fires. Anyone found to be causing a nuisance with fires will receive a warning and could risk being evicted from their allotment.