

AXBRIDGE TOWN COUNCIL



ALLOTMENT RULEBOOK

Version	Date	Summary of changes
1.0	01/05/2016	First version bringing together existing policies and conditions from tenancy agreement by extracting the rules relating to Vehicles, Trees, Sheds, Greenhouses, Lean-to structures, fences and livestock. These rules now formed the basis of the rule book
2.0	17/09/2018	Second version providing three additional sections to cover use of noisy machinery, bonfires and Data Protection. (The tenancy agreement revised to refer to the Council's privacy policy).
3.0	10/12/2019	Third version simplified the livestock policy – to take effect in April 2019
4.0	15/04/2019	5.1 Wording amended for clarity
5.0	12/10/2020	Changed from 'substantially cultivated' to 'mostly cultivated' Rules regarding water usage added. Rules regarding Cultivation added.
6.0	01/07/21	Rules regarding polytunnels added. Rules changed to allow considerate syphoning added.
7.0	01/10/ 22	Consolidating update of entire rulebook.

This rulebook may change during your tenancy. You will be notified of any changes, but please make sure you have the latest version by contacting the Clerk on 07884 264033 Vicky.brice@axbridge-tc.gov.uk.

1. Vehicles

- 1.1 The tenant may not keep vehicles, including caravans and trailers, on the allotment without first obtaining written permission from the Town Council;
- 1.2 Any such permission will be reviewed annually by the Town Council, at the date the rent is due, and may be subject to change subject to the tenant being given three months' prior notice.

2. Trees

- 2.1 The tenant may not lop, fell or plant any tree on the Allotment Garden without the prior written permission of the Town Council;
- 2.2 Fruit trees grafted to dwarf rootstock can be planted without the prior written permission of the Town Council but must be managed to keep total height and spread below 2 metres, and not create unwanted shade or lack of consideration to other allotment tenants;
- 2.3 Patio fruit trees permanently planted in portable containers are allowed.

3. Allotment structures

- 3.1 Tenants must gain prior written permission from the Town Council to erect any structure or fence on their Allotment Garden;
- 3.2 Tenants may have the following: A timber shed (sympathetically placed and of a colour with fits in with the rural setting) and/or a greenhouse (glazed with glass or clear rigid plastic), a polytunnel or a combination of those structures;
- 3.3 Sizes of building footprint are to be in reasonable proportion to the size of plot and not create unwanted shade or lack of consideration to other allotment tenants. Materials used should be appropriate for an AONB. The majority (e.g. 90%) of allotment garden land must be available for open cultivation;
- 3.4 All structures must be removable and not have hard bases such as concrete;
- 3.5 Structures should be kept in good order and maintained;
- 3.6 Subject to 10e (inspection) structures may be locked to secure personal items.

4. Livestock

- 4.1 The tenant may not keep livestock on the allotment without first obtaining written permission from the Town Council;
- 4.2 Any such permission will be reviewed annually, at the date the rent is due, and may be subject to change; subject to the tenant being given three months' prior notice.

5. Noise nuisance

- 5.1 Tenants must be considerate of local residents at all times and aware of the noise nuisance of petrol driven machinery, in particular 2-stroke strimmers. Tenants should limit the use of machinery on Sundays and consider the noise output of their gardening machinery.

6. Water usage

- 6.1 Rainwater harvesting is encouraged, but the Town Council has provided a number of water troughs for sensible hose-pipe syphoning of this important resource. Water is metered and the Town Council pays the water bill. The cost

of water is built into allotment rents. The use of sprinklers, pumps and constant use watering methods is not permitted;

- 6.2 Considerate syphoning is permitted where an effective stop device is fitted to the end of any syphon hose to conserve water at any time that it is not in active use;
- 6.3 Tenants must check their syphon equipment regularly to ensure there are no leaks;
- 6.4 No tenant is permitted to install a standpipe, or to tap into the piped water supply.

7. Bonfires

- 7.1 The burning of waste is not considered environmentally friendly as many toxic chemicals can be released which may harm human health or the environment;
- 7.2 Tenants are encouraged to compost as much as possible or take waste that cannot be composted to one of the household waste recycling centres;
- 7.3 If tenants must light a bonfire, consider fire safety. Here are some tips:
 - Only use a metal garden incinerator bin;
 - Ensure that the material to be burnt is dry. This will minimise the amount of smoke produced;
 - Do not light a fire when the weather conditions are hot & dry or when any the smoke may drift on the wind and cause a nuisance to others;
 - Position incinerators as far away from allotment structures as possible;
 - Always supervise fires and never leave a fire unattended;
 - Keep water (a hosepipe or bucket) close- to the incinerator in case the fire needs to be extinguished quickly.
- 7.4 The Town Council recommends that tenants follow the guidance set by Sedgemoor District Council including the "Advice on Pollution Issues – Garden bonfires" leaflet at www.sedgemoor.gov.uk/article/1023/Smoke-and-bonfire-nuisance

8. Dogs on site

- 8.1 Dogs are welcome at the allotment gardens, but should always be kept under effective voice control or on a lead;
- 8.2 Where tenants are planning to bring their dog(s) onto the allotment gardens, it is the tenant's responsibility to keep their dog(s) under control and within plot boundaries at all times;
- 8.3 Owners must clean up after their dogs and not leave any dog mess at the allotment gardens.

9. Data protection

- 9.1 All information supplied by tenants will be held in accordance with Axbridge Town Council's Privacy Policy and with the General Data Protection Regulation (view the [Privacy Notice](#) on the Town Council's website).

10. Further conditions stated in the tenancy agreement applicable to tenants

- a) Keep the Allotment Garden in a clean, good condition, properly and substantially cultivated which will be taken to mean mostly cultivated and this should be regarded as at least 70% to 75% in cultivation;
 - b) Maintain in decent order all fences and ditches bordering the Allotment Garden and keep trim and in decent order all foliage within the boundary of the Allotment Garden (to other gardens or both sides where there is an access path). Give good neighbourly consideration to the height of hedges within boundaries;
 - c) Cultivate the Allotment Garden for the production of fruit, vegetables and flowers for domestic consumption by the tenant and/or his/her family and not for commercial enterprise;
 - d) Remove any injurious weeds from the plot as soon as possible
<https://www.gov.uk/government/publications/identification-of-injurious-weeds>
 - e) Permit the inspection at all reasonable times (and except in emergencies this shall be subject to a minimum of two weeks' prior notice from the Town Council) of the Allotment Garden by any officer of the Council. All tenants should provide the Clerk's office valid contact numbers should emergency access be required by the Council or its contractors. In order to facilitate inspections and maintenance work and in the event of an emergency, tenants with locked access to their gardens should ensure that keys and combination lock codes are lodged with the Clerk's office.
 - f) Request Town Council permission before doing anything not covered by this Allotment Rulebook.
 - g) Adhere to any rules and specifications in this Allotment Rulebook.
- 2) During the tenancy the tenant must not:
- a) Cause any nuisance or annoyance to any tenant of any other part of the Allotment Gardens provided by the Town Council;
 - b) Assign the tenancy or sub-let or part with the possession of any part of the Allotment Garden;
 - c) Obstruct or permit the obstruction of any of the paths or rights of way on the Allotments set out for the use of the tenants.
- 3) No ponds are allowed on the allotment site.