

## Wilbarston Parish Council (WPC)

### Policy for management and allocation of allotments

This policy applies in relation to the Wilbarston allotments at Church Street and at Rushton Road.

- 1 Allocation of allotments shall only be done by WPC.
- 2 The Wilbarston Parish Allotment Association (WPAA) shall be responsible for the day-to-day management of the allotments.
- 3 Allotments shall be let to parishioners of Wilbarston in preference to non-parishioners. It is recognised that the allotments are intended to be a local resource, primarily for the benefit of the Wilbarston Parish and its parishioners. When considering applications from non-parishioners, WPC shall take into account the environmental impact of travel to the allotments.
- 4 An application for an allotment may be made to the WPAA (to the Chair of the WPAA) or the WPC (either to the Clerk or the Chair of WPC) and shall then be considered by WPC, after consultation with the WPAA, at its meeting following such application.
- 5 Where there is more than one application before a WPC meeting the applications shall be considered applying the following priorities:
  - a. firstly, applications by parishioners shall be considered before applications by non-parishioners regardless of the date/time on which the applications were made,
  - b. secondly, the applications of parishioners shall be considered in the order in which they have been received by WPC, and
  - c. thirdly, the applications of non-parishioners shall be considered on the basis of recommendations from the WPAA, such recommendations to take into account the distance that the applicant lives from the parish, the number of vacant plots at the relevant time and the date/time on which the applications were made.
- 6 Allotments shall be let on a renewable annual tenancy.
- 7 WPC recognises the procedure that the WPAA has agreed to deal with uncultivated plots and allotment holders who are not complying with the obligations in the tenancy agreements regarding cultivation. On being informed by the Chair of the WPAA that this procedure has been followed in respect of any particular allotment holder, and that the allotment holder has not responded to the warnings that have been given, the WPC shall terminate the tenancy agreement with that allotment holder in accordance with clause 8.1.6 of the tenancy agreement (which permits re-entry if the tenant is not observing the conditions of the tenancy).
- 8 At the time an allotment is let to a non-parishioner, the non-parishioner shall be informed that if WPC receives an application for an allotment from one or more parishioners, such that there is a waiting list of parishioners for allotments, WPC will serve notice on the allotment holder in accordance with the terms of the tenancy agreement (at least 12 months' notice expiring on 29 September in any year).

- 9 If an allotment holder leaves the Parish of Wilbarston they may retain their allotment unless or until there is a waiting list of parishioners, in which case WPC will serve notice on the allotment holder in accordance with the terms of the tenancy agreement (at least 12 months' notice expiring on 29 September in any year).
- 10 The maximum number of allotments to be held by any one household is one and a half.

**Wilbarston Parish Council**  
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