

# Seaford



# Allotments

Sutton Drove Seaford

[www.seafordallotment.com](http://www.seafordallotment.com)

## SEAFORD ALLOTMENT SOCIETY OPERATIONAL RULES AND CONDITIONS

By signing a tenancy agreement for an Allotment Plot the Tenant agrees with the Allotment Society as follows:

### **a). Management of your plot**

1. To keep the plot clean, free from weeds and in a good state of fertility, to dig, manure, cultivate and propagate it in a husbandlike (economic & efficient) manner. **25% of the plot must** be cultivated within 3 months of the start of the tenancy, **50%** within 6 months and **75%** within 12 months; subsequently **100% of the plot** to be cultivated and propagated each year thereafter.
2. All newly planted fruit trees, fruit bushes should be grafted to dwarf or semi dwarfing rootstock ( M9, M26, M27, MM106 ). New trees and hedges are to be kept below a maximum height of 2.5metres. Fast growing invasive species such as Willow, Leylandii, Bamboo are not permitted. Any self-seeded tree saplings should be removed. Fig trees should be maintained in pots or tubs not planted in the soil.
3. To keep all paths adjoining their plot level to a minimum width of 60cm. Each plot holder is responsible for maintaining the half of the path which adjoins their plot by cutting and edging the grass and is not to obstruct any pathway for the use of any other plot holders on the allotment site. All paths, therefore, are to be kept free from over hanging greenery and accumulations of rubbish.
4. To ensure a clear plot number is displayed all times in a prominent position.
5. Plot holders are not to deposit weeds or rubbish on any part of the allotment site except their own compost heap, nor to interfere with or remove any existing or future hedge, wall, or boundary marks.
6. To erect a new or replacement shed, greenhouse or polytunnel permission is required by submitting an application form to the Committee.  
Sheds or greenhouses on the allotment are restricted to 2.5m x 2m x 2.5m high and no concrete bases are to be installed. Only 1 shed, 1 greenhouse and 1 polytunnel may be erected per plot.  
A polytunnel must not exceed 3m x 2m ( 6 sq. metres ) as a 3<sup>rd</sup> structure. A larger polytunnel up to 12 sq. metres may be permitted in place of a shed or greenhouse.  
All structures are to be maintained and kept in good repair and condition; an independent working water butt or tank is to be attached where possible for the collection of rain water.
7. To ensure that all structures erected, including compost containers, are placed at least 1m from the site boundary to allow for maintenance to walls, fences, and hedges and to deter entry by vandals.
8. No animals or livestock are to be kept on any allotment plot.
9. To permit the Site Supervisor or any nominated Plot Monitors to inspect the allotment plot at any time.  
To inform the Site Supervisor, in writing, of any reason that may prevent the plot holder from maintaining their plot to an acceptable standard.

### **b). Tenancy:**

1. Not to sublet or part let their tenancy of the allotment plot.
2. To inform the Treasurer in writing of any change of contact details: postal address, e-mail or phone number.

3. The Tenancy created shall continue until any one of the following occurs:

- The tenant moves out of the Seaford Parish area.
- The tenant giving the Allotment Society one months' notice in writing.
- The rent being in arrears for one month.
- The Allotment Society serving Notice to Quit within 7 days; being the final stage of the 'Warning Process', following 2 previous sequential warning letters, each allowing 1 month for action.  
However, the Society reserves the right to serve notice to quit within 7 days after only one warning letter which allows the tenant 1 month to rectify their plot or plots in the case of very badly neglected and/or poorly cultivated plots, or where a warning letter has been sent following either of the two previous Plot Monitoring inspections.
- The Council terminates the tenancy or right of occupation of the Allotment Society.
- The death of the tenant.

**c). Rent and Deposits**

1. To pay the rent at the time and in the manner requested.
2. To pay a £20.00 Gate key deposit. The key is the property of Seaford Allotments and must be returned at the end of the tenancy when the deposit will be refunded.

**d). General Management of the Site**

1. Not to cause nuisance or annoyance to any other users of the site or neighbouring homes by using chemical crop and weed sprays or making excessive noise, such as shouting or playing loud music. Petrol-driven power tools should not be used prior to 9am any day and preferably for no longer than 30 mins.
2. Not to take, sell or carry away any mineral, gravel, sand or clay or permit any other person to do so.
3. No bonfires are permitted on the Allotment Site.
4. Not to attach any hose pipes to the water tanks administered by the Allotment Society.
5. Children must be accompanied and supervised at all times by a plot holder who is responsible for their safety and behaviour. Children must not wander unaccompanied away from their responsible adult's plot.
6. **Dogs must be kept on a lead at all times.** They must be under control/tethered and not permitted to stray from the owner's allotment plot. Any fouling must be picked up and removed from site by the owner.
7. Drivers are to observe the 5-mph speed limit whilst on site and not to block the main path or the turning circle and to always place a plot number sign on the dashboard if on site or in the car park.
8. To lock the gate every time it is used to maintain site security. The only exception being when the Shop is open for trading or goods are being delivered there.
9. Not to erect any commercial notice or advertisement on the Allotment site. The site is not to be used for trade or business except for Shop sales and Society fundraising.

**e). Communication**

1. Any communication/notice given by the Allotment Society to the Tenant is deemed to have been received when sent by their chosen method to the address given by the Tenant, or, within 3 days of being sent by first class post to the last known address.
2. Any communication given by the Tenant to the Society shall be signed and dated.

*Updated November 2023.*

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