



Terms of Agreement for Highfield Park Allotments

01 January 2023 – 31 December 2023

The following is an **Agreement** between **Highfield Park Trust**

and (Name, capitals please)

To maintain **allotment number:**

Subject to the following conditions

- 1 The fee of £ is paid to the Trust by 01 January 202, together with a copy of this signed and dated Agreement. **Failure to respond by this date may mean that your allotment will be re let.**
- 2 To be eligible for an allotment a person must be eighteen years or older and living in the district of St Albans (Allotments Act 1908 section 23 (1)).
- 3 No allotment or part thereof will be sub-let without the specific approval of the Trust.
- 4 Allotments must be used solely for the production of plants, vegetables, soft fruit or flowers.
- 5 From 2012, on newly acquired plots, a maximum of four fruit trees is allowed per plot and these must be on dwarf rootstock.
- 6 The allotment holder will keep their allotment plot in a good state of cultivation and not allow weeds to cause a nuisance to neighbouring plots.
- 7 Self-set native trees saplings should be removed and not be allowed to become established
- 8 The use of hosepipes for any purposes is prohibited unless to fill water butts or containers.
- 9 No **permanent** structures or fixtures of any kind can be constructed on allotments without prior permission of the Trust. However Highfield Park Trust will give permission to allotment holders to erect one shed on every plot not to be larger than 1.9 metres by 2.6 metres (approximately six feet by eight feet). No polytunnels are allowed on site.
- 10 All such buildings should be maintained in a good state of repair. If Highfield Park Trust is not satisfied with the state of repair, it may require the allotment holder to remove the building.
- 11 Allotment holders are advised not to store valuable equipment and materials in their shed or structures and should not store petrol, oil, gas, lubricants or other inflammable material.
- 12 With regard to allotments on the second site (57 upwards) the allotment holder shall not, without the written consent of Highfield Park Trust, plant a hedge or install any type of fence around their plot.
- 13 Not to cause any nuisance or annoyance to the occupier of any other allotment or adjoining properties. Dogs should be kept under control.
- 14 Any waste products should be disposed of in a safe and appropriate manner.
- 15 Waste materials must not be brought in from outside of the allotments. The allotment holder shall not deposit or permit to be deposited any refuse or rubbish on their plot or any other part of the allotment site.
- 16 Bonfires are permitted under certain conditions, which are designed to prevent a nuisance being caused to other plot holders.
Bonfires must be extinguished, if not burnt out, by dusk.
Only to burn organic matter or dry vegetable matter that has been produced on your own plot.

- 17 All grass areas within the allotment must be regularly mown.
- 18 Access to the allotment area by vehicles is permitted; however, care and attention must be given to other allotment holders.
- 19 It is important that access to the allotment is as secure as possible. Holders must ensure that the access is locked behind them when entering or leaving the site at weekends and evenings.
- 20 The allotment holder shall not keep or allow other persons to keep animals or livestock on the allotment site.
- 21 When using any pesticides or fertiliser on their plot, the allotment holder must take all reasonable care that other plots, paths, hedges and trees are not adversely affected, and must make good or replant as necessary should any damage occur.
- 22 When giving up an allotment it should be left in a clear and tidy condition and all personal items removed from site.
- 23 Highfield Park Trust will make periodic inspections of the site and allotment holders whose allotments are not in a satisfactory state of cultivation will receive written warning to improve the standard within 28 days. Failure to comply with this first warning will result in 14 days notice to quit the allotment. (If a plot is not being cultivated due to illness or special circumstances; Highfield Park Trust will take this into account. Please let the Trust know if this is the case.)

Should the allotment holder show substantial improvement within the 28 day period the notice may be withdrawn at the discretion of Highfield Park Trust. However, if the plot is again considered unsatisfactory within a twelve month period commencing from the date of the original warning letter, he/she will be asked to vacate the plot within 14 days. There will be no rent refund.

Failure to comply with the Terms of this Agreement will result in the Trust initially issuing a written warning and subsequently giving one months notice to terminate the agreement.

I agree to abide by the Terms of this Agreement

Signature of Allotment Holder:

Date:

Address:

Post code:

Email:

Do you consent to your email being shared with other allotment holders? Y / N

Contact telephone number:

To help monitor vehicles entering the site, please supply your vehicle registration number(s)

Vehicle 1

Vehicle 2