



Kings Hill Parish Council

Allotment Recycle Policy

Adopted: xx/xx/xxxx

Introduction

Kings Hill Parish Council is committed to minimising the disposal of leftover “goods” on allotment plots post-vacation. This policy describes the measures put in place to reduce the likelihood of “goods” remaining on plots and the process that follows, should “goods” still remain on plots after vacation. The policy also aims to aid the efficient turnaround of vacated plots, whilst offering a reasonable timeframe for outgoing tenant’s to remove their “goods”. This policy is designed in accordance with the TORTS (Interference with Goods) Act 1977.

Deterrent measures for ‘leftover goods’

- Outgoing tenants have 30 days to clear their plots of remaining “goods” following a notice to quit. During this period, the plot holder may wish to consider offering fellow allotment holders their unwanted recyclable “goods” to aid with plot clearance.
- The council reserves the right to charge for storage of ‘leftover goods’ from the ‘second notice’ period to ‘final notice’ period.
- New tenants are required to pay a £100 Allotment Deposit (previously £50) – to cover administration and plot preparation costs.
- A photo is taken of a new tenant’s plot at the ‘Initial Tenancy Agreement’ stage - for clarity of plot condition at hand-over, and to serve as future reference how we expect the plot to look on vacation.

Vacation and ‘leftover goods’ process

- The outgoing tenant shall be issued a ‘30 days’ notice’ when notice to quit of plot occurs.

During the ‘30 days’ notice’ period, the tenant is expected to remove all “leftover goods” and scrap materials. If a photo was taken at the ‘Initial tenancy Agreement’, this will serve as a ‘plot condition’ guide. The tenant must remove all items from the site (as outlined in the Tenancy Agreement) to receive their Allotment Deposit refund.

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- After the '30 days' notice' period has expired – the plot shall be inspected by the Kings Hill Parish Council Chief Facility Officer.

Should "goods" remain on the plot after the '30 days' notice' period expires;

- The tenant's allotment deposit shall be surrendered to the council.
- "Goods" shall remain on the plot and a second notice issued. The 'second notice' shall explain the location of the "goods", a list of items remaining in storage, and how to arrange collection. A 'second notice' served shall be for a minimum period of three months.

Should "goods" remain on the plot after the 'second notice' period expires;

- A final notice shall be issued. The 'final notice' shall explain that any 'leftover goods' remaining two weeks from the date of the final notice will be offered to the Allotment Interest Group (AIG) for recycling (free of charge). The exception will be a leftover shed or greenhouse – this will first be offered to the incoming tenant (free of charge), before being offered to the AIG (free of charge) as a second resort.

Allotment Interest Group's role

Kings Hill Parish Council wish to work in conjunction with the AIG to minimise waste materials. The cost to the council disposing of 'leftover goods' is a concern, along with the environmental impact of such disposal methods. Therefore, Kings Hill parish Council will offer 'leftover goods' remaining on a vacant plot (after the ex-tenant's 'final notice period' has expired) free of charge to the AIG. We will email the AIG's representative to notify them of the plot number and date period that competent AIG voluntary members may enter the plot to retrieve recyclable 'leftover goods'. Any 'leftover goods' retrieved shall be distributed (for free) in a fair and considerate manner amongst its members.

Any shed/greenhouse must remain, along with its foundation support materials left in place, until the incoming tenant has decided if they wish to accept the structure in its current state.

Any 'leftover goods' not retrieved by the end of the process shall be disposed of by Kings Hill parish Council.

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Definition of “Goods”

“Goods” are any ‘items’ on the plot. Examples such as;

- Crops (including potted trees)
- Shed/greenhouse
- Furniture
- Tools
- Cold frame
- Compost frame
- Water butt
- Raised beds
- Slabs/bricks
- Path materials such as bark chippings, pea shingle or membrane present

Disclaimer

In no circumstances will Kings Hill Parish Council accept liability for the storage, use and distribution of ‘leftover goods’ during or after notice periods being issued. Nor will Kings Hill Parish Council accept ownership, liability or maintenance for the recycling of ‘leftover goods’ including sheds/greenhouses that an incoming plot holder or the AIG wishes to accept. The condition of ‘leftover goods’ is unknown – Kings Hill Parish Council do not offer a quality control service and accept no liability for recycled ‘leftover goods’.