

Walberswick Allotments – report to Council with proposed amendments to Tenancy agreement and next steps

5th March 2023

- There are currently 34 plots in total at the time of writing, which comprise:
 - 0 x full plots
 - 10 x half plots
 - 24 x Quarter plots
 - 4 x vacant plots – all currently overgrown
 - 30 Occupied plots
 - 19 different allotment holders



- Correct contact details obtained for all existing allotment holders
 - 3 allotment holders still have outstanding fees for 22/23 (all being chased)
- A meeting with allotment holders on 25th February was attended by allotment holders who between them represented 67% of all occupied plots

- Proposals agreed in the Allotment holders meeting for presentation to the Council:
 - Trees – the tenancy agreement needs a clause on what is and is not acceptable to the Council regarding the planting of fruit trees
 - Water – the tenancy agreement should limit the use of hoses to the filling of water butts, and not for irrigation/watering straight from the hose
 - Tenancy agreement should state that at the end of tenancy the plot needs to be in a fit state for re-letting
 - Vacant plots should only be taken on by people willing to do whatever clearance/repair work is needed ahead of being used for growing
 - Parish Council to enter into a dialogue with the Anchor regarding the appropriateness/scale of the planting currently on the bank
 - Responsibility for construction/repair/maintenance of fences and paths surrounding plots lies with the relevant allotment holders
 - The tenancy year will move from April-April to October-October in 2023 – no allotment holders will be charged rent for the period April-October 2023 while the transition takes place
 - Anyone wishing to give up a tenancy must advise the council by 1st April each year (including this year) of giving up the plot at the end of September, or the following years rent will still have to be paid in lieu of notice
 - Anyone who has not paid their allotment fees for the current year by 1st April 2023 will be given notice to quit
 - Quotes for hiring a large skip in March to be obtained and proposed to the March meeting of the Parish Council that they pay for it; in return the allotment holders will organise between themselves a “clearance weekend” of volunteers to clear all debris from at least 9D & 10D plus whatever else can be achieved, so those plots can reasonably be let again – this will be either 18th/19th March or 25th/26th March – to be advised
 - The Parish Council will draw up a formal waiting list for plots and contact those already known about, with a view to letting all the plots during 2023.
 - Another meeting will be organised for October 2023 to review progress on all the above and agree next priorities

- Next steps
 - Authorise hiring of 10 cubic yard skip; quotes of £280 and £295 (+ VAT) have been obtained
 - Agree with village hall placement of skip
 - Set date for clearance weekend and advise allotment holders
 - Agree 23/24 fees before April 1st 2023 – propose to leave as now:
 - ½ plot £17
 - ¼ plot £11
 - Revise tenancy agreement in accordance with resolutions from Council
 - Approve reviewed policy (including GDPR protections)
 - Issue new (annual) tenancy agreement in time for signing before October