

WINCHEAP & DISTRICT ALLOTMENT ASSOCIATION

Code of Conduct



This code of conduct is to clarify aspects of the Tenancy Agreement, to ensure smooth running of the Allotment on a day to day basis, and to promote co-operation and cohesion between all members for the benefit of the Association.

Behaviour

1. Abusive or disorderly behaviour will not be tolerated. Any such behaviour should be reported to the members' secretary or site manager to be investigated.

Use of the allotment

2. The allotments must not be used for commercial purposes.
3. The keeping of livestock is prohibited.

Rent

4. The annual rent will be paid by the due date 1st October each year.
5. Late payment of rent will be at the higher rate as set by Canterbury City Council.
6. Non-payment of rent after 1 month will be deemed as the plot holder vacating their plot.
7. If a plot holder vacates a plot before the next rent payment is due there will be no refund of rent.

Keys

8. All plot holders will be issued with a key for which there is a refundable deposit of £10. Key deposits will be refunded when the plot is vacated and the key is returned to the site manager. Lost keys will be replaced at a not refundable cost of £10.

Condition of plots

9. Plot holders are expected to keep their plot in good order. Paths between plots must be minimum of 18 inches and no more than 24 inches wide. Plot holders should aim for 70% in cultivation in the growing season and keep weeds under control.
10. Plots will be inspected by the site manager on a regular basis. Non cultivation orders will be issued if deemed necessary, on the advice of the site manager. If any plot holder has difficulty maintaining their plot because of ill health or other personal circumstances, please bring this to the attention of the site manager.
11. It is the responsibility of the plot holders whose plots back onto or are bounded by a side hedge must keep that section trimmed. However the committee has agreed that this task will be undertaken by the Site Manager. Plot holders must leave a minimum space of 2' (0.6m) between hedge and any new shed/greenhouse/compost bin to allow access for the site manager to maintain the hedges. Plot holders are responsible for the disposal / composting of any waste hedge trimmings.

Water Usage

12. Members are advised that our water is on a meter, for which we all pay. Use water sparingly.
13. Sprinklers & hoses must not be left on unattended. Please ensure all taps are turned off tightly after use and report any leaks to the site manager.

General

14. Bonfires: Do not burn any waste other than normal garden waste. Smoke must not blow onto adjacent houses or cause nuisance to other plot holders. The use of accelerants (such as petrol) is not permitted. Bonfires should be fully extinguished before the plot holder leaves the site.
15. There is a strict 5mph speed limit on site. Drivers in BO1 should leave their vehicles in the designated parking areas and ensure the main road is not blocked. The one way system must be observed at all times.
16. Rubbish / Waste disposal: each plot holder is responsible for the removal of their own rubbish. Non-compostable waste must be disposed of offsite.
17. Use of chemicals purchased from domestic suppliers is permitted providing the manufacturer's instructions are followed, including storage specifications. Care must be taken to not contaminate neighbouring plots when using chemicals.
18. All new structures must be approved by the site manager before erection. Fixed buildings on plots must only be sheds or greenhouses not exceeding 8'x 6'x7'high (2.4m x 1.8m x 2.1m). Poly tunnels are permitted for cultivation purposes only and should not exceed 20' x 14' x 7' (6m x 2 m x 2.1m)
19. Any fruit trees planted must be of dwarfing root stock.
20. Dogs must be kept under control and any excrement must be removed from the site immediately.
21. The main gates must be kept locked at all times. It is recommended that valuable tools and machinery are not stored on the allotment.
22. Please leave the toilet as you would wish to find it.
23. The use of barbed/ razor wire is not permitted.
24. Carpets are not permitted on site.

Safety recommendations

Plot holders are responsible for their own safety and that of others whilst on site.

It is recommended that you let someone know you are coming to the allotment and what time you expect to return.

Parents should be aware of the hazards on the allotments (ponds, tools, chemicals, trip hazards etc.) and are advised that they are fully responsible for their children whilst on site.

People under the influence of alcohol or drugs should not operate machinery.

Consideration should be given to sharp, rusty, penetrating or protruding objects that could cause harm.

Tools should be stored safely.

These rules are subject to regular review by the committee.
Any amendments will be submitted for approval at the next AGM.