

WROTHAM PARISH COUNCIL

Allotment Fees

Rates Application from the 1st April 2026 – 31st March 2027

Prices are per Annum and inclusive of Hose Use

Full Plot	£126.00
Half Plot	£ 63.00
Third Plot	£ 42.00
Quarter Plot	£ 31.50

ALLOTMENTS – RULES AND REGULATIONS (April 2025)

Letting

1. The Management of the Allotments is the responsibility of the Wrotham Parish Council (hereinafter referred to as the Council) who may delegate the actual management to a sub-committee appointed by the Council.
2. Each letting period will last for 12 calendar months commencing on 1 April each year.
3. Application for allotment plots (hereinafter referred to as plots) shall be in writing and addressed to the Clerk of the Parish Council.
4. The Council will require a deposit of £50.00 from all new plot holders, to be retained for the duration of the tenancy.
5. The Council may refuse to let any plot without giving reasons
6. Sub-letting of plots is prohibited
7. Sharing of plots may be permitted by the Council. Application for such an arrangement must be made in writing to the Clerk of the Parish Council, and any approval will be communicated in writing.
8. The use of plots for commercial cultivation is prohibited save under the terms of written agreement approved by the Council and signed by the Chairman.

Rent

9. The annual rent shall be such sum as may be determined each year by the Council.
10. The Council will invoice annually and where practicable in April/May.
11. Rent shall be paid in full within one month of receipt of the annual account.
12. The rent due for any part of a year will be the full annual rent payable unless the Council sees fit to waive any part thereof.

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WROTHAM PARISH COUNCIL

13. Failure to pay the rent when due entitles the Council to repossess the plot on 1 June without giving notice.
14. The Council will have the power to disclose data about non-payment to a Council approved Debt Collection Agency to assist with the process of income collection.
15. Non-parishioners may occupy plots by exception.

Notice to Quit

16. Notice to quit the plot shall be in writing and of at least 12 months duration and must expire on or before 1 April in any year.
17. Notification by a plot holder of intention to vacate a plot shall be of at least three months duration unless the parties agree to a lesser period of notice.
18. During the periods of notice set out in Rules 16 and 17, but not after the notice has expired, the plot holder may remove any trees or bushes he/she has planted, or any shed, greenhouse or other structure he/she has erected on the plot with the consent of the Council.
19. Any dispute about compensation at the termination of any period of notice shall be settled by an arbitrator appointed by the parties and the cost of any arbitration will be shared equally between the parties.
20. In addition to Rule 13, the Council has the right to re-enter without notice and repossess the plot in the event of the holder breaking any term or condition of the letting.
21. The Council may, upon giving twelve month's notice in writing re-enter a plot if the land is required for any public undertaking, or is required by the local authority for housing or any other statutory purpose.
22. If the Council are of the opinion that a plot has not been properly cultivated the letting may be terminated by giving one month's notice in writing. Such notice will be deemed to have been given, by sending a copy by Royal Mail or hand delivery to the address of the holder as shown in the Council records or by fixing a copy of the notice conspicuously on the plot.

Conditions of Use

23. Plot holders must maintain and cultivate the allotment in a clean and tidy condition and not to cause weeds to flourish to the extent that they create a nuisance for the holders of other plots.

Use the plot wholly or mainly to produce crops for the use by the tenant or his/her family and for no other purpose

Cultivate the allotment to a minimum level of 25% at the end of three months of tenancy and to a minimum level of 75% by the end of the first twelve months of tenancy. Thereafter the plot must be fully cultivated. The Council will undertake an inspection of all the allotments plots twice a year. Should a Non-Cultivation Notice be issued as a result of an inspection, plot holders will be provided with a copy of the relevant inspection sheet.

24. Plot holders must trim the edges of their plots

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WROTHAM PARISH COUNCIL

25. In accordance with the conditions imposed upon the Parish Council by the landowners, St Clere Estate, all dogs must be kept on a lead and properly controlled and not permitted to roam free and/or cause any kind of nuisance. Any dog mess must be properly cleaned up and disposed of in an appropriate bin.
26. All gates and pathways are to be kept clear and free of rubbish, spoil, tools or any other form of obstruction at all times. Hosepipes are only permitted over pathways whilst hoses are in use and must be returned to the owners plot immediately after use.
27. Each plot holder shall dispose of all rubbish by composting or burning within the limits of the plot or removing the same out of the area of the allotments.
28. No shed, green house or structure shall be installed without prior permission in writing from the Council. Application for any structure must be in writing and accompanied by a simple sketch plan indication the dimensions of the proposed structure and its siting on the plot. Shed dimensions are set at a maximum of 6ft x 4ft. Polytunnel dimensions are set at a maximum of 2m x 3.5 and must be of a green tint.
29. Any structure must be kept maintained to a suitable level, not encroach on to pathways or pose a safety risk to other tenants, plots or maintenance persons.
30. No barbed wire, razor wire, glass or any similar hazardous material are permitted within the allotment site. Failure to adhere to this condition will be considered a breach of tenancy.
31. No concrete, areas of paving or any kind of hard standing may be laid without permission in writing from the Council.
32. Trees and bushes may be planted providing they do not exceed 8 feet (2.42m).
33. BBQ's for the enjoyment of the plot holder and his immediate family are permitted as long as this doesn't cause annoyance to other plot holders. The plot should not be used for social gatherings.
34. Children must be supervised at all times by the tenant and must stay within the confines of the tenant's own plot, or the boundary broad grass verge.
35. The Council will maintain a metered supply of water for the use of plot holders. No watering may be done by sprinklers. Hosepipes may only be attached to standpipes for the purpose of filling receptacles or direct watering and must be returned to the owners plot immediately after use.
36. The Council will not be held responsible for any theft, loss or damage however caused.
37. The Council reserves the right to amend the rules and regulations relating to the allotments in accordance with national guidelines and with conditions imposed upon it by the landowners, St Clere Estate. The Parish Council will notify each plot holder accordingly.
38. The Council will take action as appropriate against any allotment holder not adhering to these Rules and Regulations.

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WROTHAM PARISH COUNCIL

Matters arising at the end of tenancies

39. At the end of your tenancy, you must hand your allotment back to us in a satisfactory condition and in compliance with the conditions listed below
 - a. Shed emptied of all contents
 - b. Plot clear of rubbish, wood and all plastic materials
 - c. Plot clear of brambles etc
40. The Council will recharge you our cost of putting right anything arising from your failure to comply with these conditions.
41. Your deposit will be refunded subject to a satisfactory plot inspection.