

WALBERSWICK PARISH COUNCIL

Allotment allocation and rent policy – formally adopted November 2018

1. The policy of WPC is, as a minimum, to cover all costs of the Parish Council providing allotments, including but not limited to land rent, administrative costs, and any water costs for which the Parish Council is liable
2. The allotment rents for the fiscal year 19/20 (1st April 2019 to 30th March 2020) are: (subject to approval at November 18 WPC meeting)
 - i. 1 plot - £14 per annum
 - ii. 1/2 plot - £10 per annum
 - iii. 1/4 plot - £7 per annum
3. Water – costs for water are not included in the above rent. The meter will be read at the end of the season and retrospectively charged to tenants on a pro-rata basis
4. Rents will be reviewed annually as part of the normal budget cycle of WPC
5. All rents are collected annually in advance and are collected in alignment with the council's fiscal year
6. Allocation of allotments will be at the start of each fiscal year and preference will be in the following order:
 - a. Current tenants to continue with their existing plot
 - b. Current tenants to switch plots with another allotment holder by mutual agreement
 - c. Current tenants to switch to a vacant plot instead of their existing one, once all other current tenants have been allocated plots.
 - d. Any Walberswick residents wanting a plot
 - e. Others wanting a plot
7. Plot allocation cannot be gifted, bequeathed, sold or in any other way passed on to others by allotment holders outside of the mechanism laid out above
8. In circumstances where there is a waiting list for plots, this will be maintained by the Walberswick Parish Clerk
9. Walberswick Parish Council reserves the right to terminate the use of one, more than one or all on provision of 12 months' notice to existing tenants
10. All allotment holders must sign a valid (i.e. current version) tenancy agreement before taking up their tenancy – the current agreement can be viewed here: <http://walberswick.onesuffolk.net/walberswick-parish-council/policies-and-publications/policy-statements/>