

BARTON UPON HUMBER ALLOTMENT SOCIETY

PLOT and SITE MAINTENANCE RULES

1. Aims of the Plot and Site Maintenance Rules
 - 1.1 To ensure the plots continue to be cultivated to grow produce for non-commercial use.
 - 1.2 To recognise that methods of cultivation will vary and change.
 - 1.3 To enable plot holders to cultivate their plots as they see fit, provided their methods do not interfere with a neighbouring plot holder's ability to do the same.
2. Definitions
 - 2.1 Cultivation means to prepare and work land to grow produce.
 - 2.2 Plot means full plot or a half plot for the purposes of this document.
 - 2.3 A Full Plot is measured from the edge of the central road to 1 metre (3ft 3inches) from hedge base.
 - 2.4 A Half Plot is exactly half of the Full Plot measured from the hedge base.
 - 2.5 Structures means things put up for the purpose of cultivation. Eg wind breaks, fruit cages and poly tunnels etc
 - 2.6 Green houses, poly tunnels, cold frames and compost heaps are counted in the minimum area required to be cultivated for the purpose of these rules. (see 3.2 below)
3. Plot Maintenance Rules
 - 3.1 Cultivation. The plot holder is to ensure that their plot is well cultivated and maintained.
 - 3.2 At least **three quarters** of the plot is to be under cultivation within 12 months of occupation and thereafter, and kept in an acceptable manner. See rule 5 for sanctions in the event of failing to do this.
 - 3.3 If a plot holder is unable to maintain this standard for medical or other extenuating circumstances they should advise the site manager **as soon as possible**.
 - 3.4 The maximum of one quarter of a plot can be used for non-cultivation eg a shed of the permitted size, a sitting area, a water collection system and parking.
 - 3.5 Invasive Plants. Invasive or illegal plants are not to be grown on the plot (eg Japanese Knotweed, Cannabis etc) If in doubt, consult the committee.
 - 3.6 The plot holder is responsible for ensuring their plot is clearly numbered.
 - 3.7 The plot holder is responsible for maintaining a path to the north side of their plot
 - 3.8 Hedges to the rear, and side where appropriate, are to be cut at least annually avoiding the nesting season.
 - 3.9 Fences erected between plots must be no higher than 1 metre (3ft 3inches), be well maintained and allow for easy passage of a wheel barrow.
 - 3.10 In the interests of safety, neither glass nor barbed wire are to be used on any plot.
 - 3.11 Livestock, including chickens and bees are not to be kept on the plot.

- 3.12 Bonfires which endanger crops in adjoining plots or fields must not be set. Please be considerate to your fellow plot holders when lighting a fire.
- 3.13 Fruit trees are permitted. Trees should be well maintained to avoid excessive shading of adjoining plots.

4. Inspection of Plots and Site

- 4.1 Plots and the site will be monitored on a regular basis by the site manager who will report findings to the Management Committee meetings.

5. Failure to abide by Plot Maintenance Rules (Section 3 above)

- 5.1 Plots will be inspected monthly by the site manager to ensure compliance with 3.2 above – 75% cultivated, and a report presented to the Management Committee to agree appropriate action.
- 5.2 A Red, Amber, Green grading process will be used to notify plot holders of how close they are to achieving 75% cultivated rule as follows:
 - Green – at least 75% in cultivation. No action required.
 - Amber – in danger of contravening the minimum 75% cultivation rule. Action required by the next inspection to increase the area cultivated to 75%, or risk going into the Red category.
 - Red – in contravention of the 75% rule. Action required by the next inspection to reach 75% cultivation or a Notice to Quit will be issued, giving 14 days to remove all property and produce.
- 5.3 A second Red grading in any 12 month period will lead to a Notice to Quit.

6. Site Maintenance Rules

- 6.1 Rubbish is not to be deposited on the site. Plot holders are to dispose of refuse from their plot in a responsible manner. Roads, ditches and hedge bottoms must be kept clean.
- 6.2 Manure brought onto site must be deposited onto the relevant plot within 24 hours. Manure must not block the central roadway. The rear half plot holder should negotiate with the front half plot holder for manure to be temporarily deposited on the front half plot.
- 6.3 Bonfires must not be lit on the central roadway.
- 6.4 Vehicles are not to be parked on the central roadway other than to drop off or pick up tools and then only for such time as necessary to do so. Vehicles are not permitted onto the site during December, January or February. In exceptional circumstances or to collect or deliver heavy implements or materials, permission may be sought from the site manager.
- 6.5 In the interest of security the gate should be closed after entering or leaving the site from 1st December to 28th February. From 1st March to 30th November the gates can be left open during daylight hours. The last vehicle out must shut both gates.

7. Buildings & Structures

- 7.1 Sheds. Plot holders can have a shed no larger than 3m x 2.4m (10ft x 8ft) on their plot. It should be sited at the hedge end of their plot or half plot, leaving room for hedge trimming. They are to be used for general gardening purposes only.

Sheds and other substantial property purchased for use on a plot should be notified to the site manager.

7.2 Plastic glazed greenhouses no bigger than the allowed size of a shed, 3m x 2.4m (10ft x 8ft), are permitted on site.

7.3 A structure must be capable of being dismantled and removed if necessary.

7.4 It should not be constructed of brick or stone, water container plinths excluded. It should not include glass or asbestos sheeting.

7.5 Structures should not be more than 2 metres high (6ft 7inches) and cover a maximum of 15 square metres on a half plot (18 sq yds), and 30 square metres (36 sq yds) on a full plot. They should be constructed in such a way as to leave a gap of 1 metre (3ft 3inches) between a door opening and the plot's north facing path.

7.6 A structure must not block natural light nor cause undue shadow on an adjacent plot.

8. Miscellaneous

8.1 Children are welcome on site but must be under the supervision of a plot holder.

8.2 Dogs are allowed on the site but must be on a leash and under the strict control of the plot holder.

8.3 All vehicles and property taken onto the site are at the owner's risk.

9. Contravention of the Site Rules (Excluding the Plot Maintenance Rules in section 3 which is dealt with in section 5)

9.1 Any Plot holder identified by the Site Manager as not abiding by the Site rules (The Plot and Site Maintenance Rules and Principles for Governance documents) will be advised verbally by the Site Manager, who will report the contravention to the committee.

9.2 If the contravention continues, or is repeated within 1 year, the Site Manager will inform the committee. The committee will determine whether to issue a written warning.

9.3 If the breach continues, the committee will consider issuing a notice of termination of lease, giving the tenant 14 days from the date of the letter to vacate their plot.

9.4 However, if a plot holder behaves in an abusive manner, physically, verbally or in writing, intimidates another plot holder, or unjustly accuses them of wrong doing, the committee will be informed and asked to consider issuing a notice to vacate their plot within 14 days, subject to the outcome of the Disputes and Appeals Procedure.

9.5 All plot holders have a right of appeal to the Trustees and President which must be made in writing to the Secretary within 14 days of the incident or receipt of a warning letter.

9.6 The hearing will be held within 14 days of the receipt of the request for an Appeal Hearing.

10. This Plot and Site Maintenance Policy was agreed by the committee at their meeting on 1 December 2020, and agreed by the AGM on 5 January 2021. It was amended

at the AGM on 6 January 2026 to include the Green, Amber, Red inspection process and reduce the number of days to remove possessions/produce from 28 to 14 days.