

12th September 2007

Dear Tenant,

At a recent Allotments Sub-Committee meeting concern was expressed that some tenants are not maintaining their plots in line with the terms of the Tenancy Agreement and plots are becoming very overgrown and neglected. It was felt that action should be taken to rectify this situation particularly as there is a long waiting list of people who are eager to take on an allotment in this area.

As a result of the discussions it was decided that stronger action should be taken against those who fail to abide by their Tenancy Agreement and on receipt of a cultivation letter do the minimum of work and then neglect the plot again for months. It had been suggested that a photograph be taken of the overgrown and neglected plot showing the number. This could then be sent to the tenant concerned with a forceful letter insisting the whole plot should be brought up to the required standard within 14 days or Notice to Quit would be sent.

Following further debate, the Sub-Committee has agreed that in future 3 letters will be sent to tenants who do not cultivate their plots. Initially a letter to cultivate will be sent followed by a letter with photographic evidence and 14 days notice to cultivate the entire plot and if this is not complied with a final letter with Notice to Quit due to breach of their tenancy agreement.

PROVISION OF SKIPS 3 TIMES A YEAR

You may recall from the Notes of the last Joint Meeting of Allotment Holders and the Allotments Sub-Committee it was unanimously agreed to discontinue the provision of skips on a regular basis. However, it was queried whether it would be possible for Town Force to attend the site once a week to help with the removal of any difficult items. This matter has now been considered by the Allotments Sub-Committee and an extract from the Minutes of the meeting is included so that tenants are aware of the decision that has been taken.

*In view of the current pressure on the Town Force team with other numerous commitments, and based on past experience when household rubbish was dumped for disposal by Town Force, the Sub-Committee **RESOLVED** that if a tenant had a problem disposing of an awkward item from their plot the tenant should telephone the Town Council office. Following a few questions about the problem and its origin, it would be decided by the Town Clerk if Town Force were able to deal with this.*

PADLOCKS ON GATES - RE-ESTABLISHED AREA

Once again it has been reported to me that the padlocks on the gates of the re-established allotment area are being left open again. Please, please could I ask that all tenants who have allotments in this area make sure that the padlocks are locked at all times. If tenants could lock the gates when they enter and leave the site, I feel sure that this continuing problem could be resolved. Thank you in anticipation of your assistance in this matter.

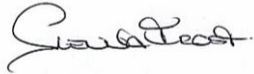
A.G.M.

Lastly, just a little reminder that the A.G.M. will be held on Tuesday 30th October 2007 at 7.15pm so we are looking for your recommendations for 1st, 2nd and 3rd place for the Most

Improved Plot on the two allotment sites. Please, do use your vote this year. Voting papers will be sent out within the next few weeks and we hope that you will take part in the competition by submitting your choices for the allotment holders who have made the most improvement to their plot over the last year. We hope you will attend the A.G.M. as this is a social event when prizes are presented and all tenants have the opportunity to have their say and talk to members of the Town Council

Thank you for your support in these matters.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Glenna Frost', written over a horizontal line.

Glenna Frost
Deputy Town Clerk