



BOGNOR REGIS TOWN COUNCIL

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29th June 2016

Dear Tenant,

SUB-COMMITTEE MEETING

The Allotment Sub-Committee met on 14th June 2016. Copies of the Minutes are enclosed.

TENANT REPRESENTATIVES

Original Site: Mr Colin Penfold (Plot 7a) and Mr Peter Carpenter(11a)

Re-Established Site: Miss S. Trodd (Plots 46, 47 & 48) and
Mrs Louise Russell (Plots 104 -108)

I would like to thank our Tenant Representatives for giving up their time to help the Town Council manage the Allotments.

There are a couple of issues I would like to raise:-



LOCKS

The locks have now been changed on both sites to combination locks. It is very important for the security of the sites and tenants that these remain locked at all times. It is possible for the combination to be changed by someone who knows the combination. Please lock the gates when you enter or leave the allotment and make sure you spin the barrel of the lock behind you. If there is continued damage to the locks the cost of replacements will be passed on to plot holders.



WATER

May I remind tenants on both sites that hose pipes **must not** be left running unattended and should be stored away when not in use.



FOOTPATHS

All Tenants are reminded that they are responsible for maintaining the footpaths to the front and right of the plot and to keep the grass cut/strimmed. All paths including those against the hedges and fences are to be kept clear of obstructions. **All plots should have a path of at least 2ft running on all sides, as access is required for maintenance.**



ALLOTMENT INFORMATION SHEET

Please read the enclosed revised Information Sheet. This alongside your Agreement forms your contract with the Council. It has come to the Council's attention that some old tyres are being used as plant holders. Please be aware that there is likely to be asbestos in old tyres and these should not be used on the allotment. (No 17 on the Leaflet)



CHILDREN ON ALLOTMENTS

While children are welcome with a responsible adult at the allotment site, children must be kept under the control of an adult. They should remain within the area of the plot and not be allowed to run around the site.

Large play equipment such as swings, slides and trampolines are **NOT** allowed on the allotment.



RENTS 2016/17

The Sub-Committee agreed that rents would not be increased for 2016/17. Renewals are due on October 1st 2016. I will send out renewal forms early September. Prompt payment would be appreciated.



ANNUAL AWARDS

Judging for the 2016 Best Kept Plot Award (Original Site) the Sharon Stubbings Memorial Award (Best Kept Plot on re-established site) and the Roy Gristwood Best Use of Plot Award will take place during the latter part of July. The Winners and Runners-Up will be announced at the AGM in October and the awards presented. There is a Young Achievers Award given to any young person who helps you on your allotment so let us know if you would like to nominate a young person for this award.



GREEN WASTE

Tenants are responsible for removing their green waste. The Town Council Town Force team can remove green waste only but there would be a charge for this. Current Town Force charges are £22.00 + VAT per man per hour. Any charges incurred at the tip would also be passed on.



PUBLIC LIABILITY INSURANCE

Following a request from the Town Council for tenants to hold 3rd party liability insurance for their plots, one of the tenants had made enquiries with a couple of insurance companies who confirmed that the liability within their household policies may not extend to the allotments. An extra premium would be required which the majority of allotments holders have indicated they are not prepared to pay. It was also suggested that 3rd party liability could not be enforced. Following advice from their own insurance company the Town Council acknowledge that this cover is not compulsory by law however tenants are advised that the Town Council hold liability cover for their own legal liabilities but this will not provide indemnity to individual plot holders and that they should consider the risks of individual law suits for injury or damage that they may cause.

Therefore it will be the responsibility of each plot holder to decide whether to take 3rd party liability insurance cover. This can be obtained by membership to certain Allotment Associations.

If at any time you are having difficulties regularly maintaining your plot please let us know as soon as possible. Unfortunately weeds do not make allowances for personal circumstances and continue to grow and seed but if you let us know we may be able to offer some assistance.

Thank you for your support in these matters and please do not hesitate to let me or any of the representatives know if you have any concerns.

Lynette Gill
Allotments Committee Clerk
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