



News in Brief

CHANGES TO THE RENTAL YEAR FROM 2025

In order to improve the efficiency of the allotments administration, particularly as it relates to finance and the budget, the Town Council has decided to change the allotments rental year to match the financial year from 2025.

The current rental year runs October-September, but from 2025 this will change to run April-March.

To achieve this, all tenants will be issued with a six-month rental demand in September 2024, followed by a 12-month rental demand in March 2025.

Every tenant will be written to in September with a reminder of this change, so no need to worry about forgetting!



Allotments Budget Update

Welcome to the Summer 2024 Allotments Newsletter!

I hope the weather will be kind and 2024 will be a fruitful and productive year for all our wonderful plot holders.

This is a bumper edition of the newsletter, with lots of information that I hope you will find useful and interesting.

Allotments Budget Update

You may recall in the Winter 2023 newsletter that I included the allotments budget for your awareness, in response to questions raised at the Plot Holder’s AGM in October. Since we were only part-way through the financial year, the information was only partial. I am pleased to now be able to present the full budget for the allotments in 2023-2024.



Income

- Rents: £2,517
- Forfeited Holding Deposit Fees: £200
- Sponsorship: £190
- Total income: £2,907**
- Deferred grants offset: £240
- Transfer from Earmarked Reserves: £187

Expenses

- Water rates: £733
- Competition: £213
- Maintenance: £735
- Equipment: £298
- Town Force charges: £2,442
- Other: £2,393
- Gross expenses: £6,814**

**Final net expenses 2023-2024: £6,387**

With best wishes,  
  
Martin Greenfield, Allotments & In Bloom Officer

## A Reminder on Fly-tipping



With better weather there has unfortunately also been an uptick in the amount of fly-tipping in and around the allotments. Having to remove this costs the Town Council (and therefore the taxpayer) a significant amount of money. If you see anyone fly-tipping, please report it to the office as soon as possible, since it is an offence and we would seek to recover costs from the offenders wherever possible.

Unfortunately, not all of the fly-tipping comes from outside the allotments and a small, but increasing, amount has been appearing inside the fence, and I would like to remind all our tenants of the following Clauses from the Allotments Information Leaflet, which forms part of your contract with the Town Council:

**16. Rubbish** - You may not bring rubbish (including old tyres or anything containing asbestos) to the allotment site or you may be charged for the removal of the rubbish.

**17. Communal pathways and boundaries** - You may not, at any time, leave rubbish, compost bins, or any object to cause obstruction of the communal pathways. If you do you may be charged for its removal.

**29. Bonfires and barbecues** - Short, sharp bonfires are permitted for the disposal of dry garden waste only. All other rubbish must be taken away and disposed of off site. Nothing should be brought on to the allotment site to be burnt on a bonfire.

Again, if anyone sees any fly-tipping, please let the office know. It is not fair for the taxpayers to have to keep footing the bill for other people's actions; it cost £189 + VAT to remove just one load of fly-tipping in May!

Please also be aware that the worst site for fly-tipping (along the fence adjoining the Gravits Lane car park) is actually an active plot and it is very unfair for this tenant to continually have other people's refuse dumped on it.



## Water

As several tenants on the Original Site will already be aware, a number of unauthorised water pipes buried underground were discovered in May, as well as some complaints on this matter having been received by the office. In total, five unauthorised pipes were found and dealt with accordingly. I would like to offer my thanks to those tenants concerned for their understanding and co-operation.

For the benefits of all tenants going forward, it is not permissible for tenants to install their own water pipes (or bury hosepipes underground) linking their plots to the tap sites, and nor is it permissible to install your own taps. All hosepipes must be hand-held and disconnected, emptied and stored away after each use. Hoses should also not be used to fill up water butts.

Aside from maintenance, water rates forms one of the largest expenses in running the allotments. Please be careful with water usage to help keep costs as low as possible.



## Role of the Allotments Officer

Following some confusion over what exactly my role as Allotments Officer is, I thought you may appreciate a little introduction to what I do (and cannot do) to understand how the allotments are managed.

You can think of the Officer as a lettings agent: I am the liaison between the tenant and the landlord (Bognor Regis Town Council), and manage the day-to-day operations of the rented property, reporting any concerns or issues to the landlord. The Officer enforces the rules and can send out letters on behalf of the Allotments Sub-Committee where required. These letters are of a standard wording as agreed by the Sub-Committee, and it is a requirement that attention is drawn to the risk of a Notice to Quit if the required remedial actions are not carried out. Therefore, contrary to some feedback, these letters are not “threats”.

Every tenant signs a contract with the Town Council (the Tenancy Agreement) in which they agree to abide by the established set of rules. Wherever possible, the Allotments Officer will seek to resolve very minor issues directly with the tenant concerned in an informal way. However, where it is deemed that an official letter is required, the escalation procedure the Officer follows is set out below:

- 1) First Letter to Cultivate: giving 28 days for the issue to be corrected.
- 2) Second Letter to Cultivate: if the issues have still not been resolved, the tenant is issued with a final warning and given 14 days to co-operate.
- 3) Notice to Quit.

The Officer is not able to make decisions on policy or expenditure and can only do as directed by the elected Members of the Town Council, or by the Town Clerk as the officer with delegated authority.

Matters of policy, rules and regulations are set by either national government (via legislation) and/or the elected members of the Allotments Sub-Committee. The rules are not there to be nitpicky, but to fulfil one of three important functions: 1) to conform with government legislation; 2) to ensure fairness to all tenants; 3) to ensure protection of Town Council property.

The Allotments Officer enforces the rules evenly and equally for all tenants without fear or favour. There are more than 100 tenants, and so there are many differing opinions on how the allotments should be run; it is unfortunately not possible to please everyone all the time. Much of the job is balancing these different opinions between tenants, as well as with the rules and regulations as set by the Sub-Committee.

The Town Council has limited manpower and resources at its disposal, and so it is not always possible to carry out certain activities or requests as quickly as some would like—remember that your rents only cover a portion

of the costs of running the allotments, with the taxpayer footing the majority of the bill.

Hopefully this will give you a little insight behind the scenes of allotments management!



There are more than 84 pieces of legislation and over 31 examples of case law governing allotments!



*The list of exciting, family-friendly FREE events run or supported by the Town Council:*

**22nd June**—Town Criers Competition, 11:00-15:00 Prom Bandstand & RAFA Club

**22nd June**—Armed Forces Day, from 10:30 Prom Bandstand to Waterloo Square

**7th July**—Drive Through Time, 11:00-16:00 West Park

**21st July**—Sunday Concert, 14:00-16:30, Hotham Park Bandstand

**27th July**—Concert Band, 14:30-16:30 Hotham Park Bandstand

**30th July-1st August**—Hampshire Avenue Fun Days, 12:00-15:00 Hampshire Avenue Recreation Ground

**6th, 7th, 8th, 13th, 14th 15th August**—Funshine Days, 12:00-15:00 Prom Bandstand

**20th, 21st, 22nd, 27th, 28th, 29th August**—Funshine Days, 12:00-15:00 Hotham Park Bandstand

**11th August**—Sunday Concert, 14:00-16:30, Hotham Park Bandstand

**16th August**—Book Day in the Park, 12:00-16:00 Hotham Park

**25th August**—Concert Band, 14:30-16:30 Hotham Park Bandstand

**25th August**—Illuminate Bognor, from 20:30 London Road Car Park

**1st September**—Sunday Concert, 14:00-16:30, Hotham Park Bandstand

**7th-8th September**—Bognorphenia, 11:00-18:00 Hotham Park

**20th-22nd September**—Southdowns Music Festival, timings vary each day, Town Centre and Seafront. \*Some events may not be free.

**28th-29th September**—Bognor Puppet Party, 11:00-17:00 Royal Norfolk Hotel

**30th November**—Christmas Lights Switch On, 16:00-19:00 Town Centre

*Event details are correct at the time of publication, but all events may be subject to change and subject to land permission from Arun District Council. For further information visit [www.bognorregis.gov.uk](http://www.bognorregis.gov.uk)*

## Meeting Dates for 2024

The 2024 meeting calendar, as it relates to allotments, is as follows. All meetings are open to the public.

### Allotments Sub-Committee

4<sup>th</sup> November at 17:30

### Environmental and Leisure Committee (to which the Sub-Committee reports)

15<sup>th</sup> July at 18:30

9<sup>th</sup> September at 18:30

4<sup>th</sup> November 18:30



## Communal Compost Site—Update

Tenants of the Original Site may recall the proposal raised way back in December 2022 for a communal compost area to be set up next to the Gravits Lane car park. You may also remember that Arun District Council (who owns the car park) refused permission in principle to allow a new vehicular access gate off the car park in June 2023, but did not provide a reason why.

Finally, after a great deal of chasing behind the scenes by my predecessor, councillors and I, a response has been received to the effect of the land is registered to the Housing Revenue Account and is designated as tenant parking (for the houses) only. A new vehicular access would therefore impact upon this land use and upon the parking.

## News from the Allotments Sub-Committee

The latest Allotments Sub-Committee meeting was held on 17<sup>th</sup> June at which many important matters were discussed and decided. Among these were:

- 1) Rents will be set at £0.30 per m<sup>2</sup> from September 2024. For most of you this will mean no change or even a slight decrease.
- 2) There will continue to be no restrictions on the number of plots any one tenant can rent.
- 3) All tenants will be required to carry out monthly cultivation activity, and ensure that someone can caretake your plot if you are going away for an extended time.
- 4) All new tenants and re-lets will be subject to a three month probationary period.
- 5) The waiting list will continue to operate on a first come, first served basis, regardless of whether an applicant is an existing tenant or how many plots they already have.
- 6) Devices designed to repel animals using sound are prohibited from the allotments.
- 7) The communal shelter on the Re-Established Site will have a new floor installed.
- 8) All plot holders must cultivate no less than 70% of you plot(s). Non-cultivated areas (i.e. sheds, paving, etc.) cannot take up more than 30% of your plot.
- 9) A new Allotments Information Leaflet has been issued and you should have received a copy by now. Please be sure to read it thoroughly.

## Tenant Representatives 2023-2024

Your Tenant Representatives are your first point of contact if you have any concerns or questions.

### Re-established site:

Louise Russell (Plots 104-108)

Phil Fortin (Plots 36-38) 075

### Original site:

Colin Penfold (Plots 7A/7B)

Paul Goodchild (Plots 14B/19A)

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