



Kingshurst Parish Council

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Clerk to the Council: Paula Coyle

Allotments Committee to be held on 18th August 22.
At Kingshurst community garden, at 6pm.

Committee Members: M Frampton (Chair), S Daly, P Sultana, M Brain and J Edwards
(Plowholder)

Paula Coyle

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Clerk to Kingshurst Parish Council

Agenda

1.	To receive apologies,	
2.	To receive members' declarations of disclosable (pecuniary and other) interests	
3.	Minutes:	
3.1	To approve the Minutes of the Meeting held on June 16th 22, and signed by the Chair as a true record.	
4.	Vice chair to be appointed	
5.	Plowholders meeting held 13th August.	
5.1	The new terms and conditions to be changed to "Guidelines"	
5.2	Date for the next plot holders meeting September 22.	
6.	Allotments:	
6.1	Unmanaged plots	
6.2	Agree action. Sample notice to quit appendix A attached	
6.3	Rubbish from allotments being deposited at the end of drive	
7.	Community garden:	
7.1	To receive report from Cllr Frampton	
8.	Events:	

8.1	Commonwealth Queen's baton relay Tuesday 26th July 9am, Babbs Mill Park	
8.2	Community garden, open day Tuesday 26th July 12pm. To receive report from Cllr Frampton	
9.	Public Participation: To adjourn to allow public participation for 15 minutes. Plot holders are requested to give their views and question to the allotment committee on items on this agenda or raise issues for future consideration.	
10.	Date of the next meeting: Thursday 13 th October 2022 at 6.00pm. Venue to be confirmed	

Date 13th October 22 6pm	Allotment/Garden	Cllr Frampton, Cllr Saultana, Cllr Daily, Cllr Brain, Member J. Edwards
Date 8th December 22 6pm	Allotment/ Garden	Cllr Frampton, Cllr Saultana, Cllr Daily, Cllr Brain, Member J. Edwards
Date 9th February 23 6pm	Allotment/ Garden	Cllr Frampton, Cllr Saultana, Cllr Daily, Cllr Brain, Member J. Edwards
Date 13th April 23 6pm	Allotment/ Garden	Cllr Frampton, Cllr Saultana, Cllr Daily, Cllr Brain, Member J. Edwards

Allotment committee 15th August 22

*This **sample notice** is just the very basic “bare bones”. We need to explicitly state the reason that the notice has been given (e.g. for breach of terms of the tenancy agreement, listing the applicable ones) and this should be added into the body of the notice.*

We should ensure that the reason given is clear and explicit and relates specifically and directly to the allotment committee. We should mention the warning letter that has previously been issued and how the notice to quit fits in with the procedures in place for removal of tenants.

Kingshurst Allotment tenancy agreement.

Item 2.

2.a, All tenants keep plots clean and free from weeds and in a good state of cultivation and fertility and in good condition.

2.b, Tenants in breach of 2a above will be issued with a written notification to comply with the terms of 2a above within four weeks of the notification. Failure to do so will result in the termination of the tenancy agreement.

*The new terms and conditions document (“**Guidelines**”) states on page 9*

3.1 Cultivation of plots allotment plots must be in a good state of cultivation (growing of herbs, flowers, fruits and vegetable crops) a minimum of 30% of the plot including the winter months in the first year of tenancy or 75% thereafter

*3.2 The new terms and conditions document (“**Guidelines**”) Non cultivation of plots page 9*

*The new terms and conditions document (“**Guidelines**”) states how the tenant can appeal*

It would also be helpful to have the names of two Cllrs at the start of the Notice and two signatures at the end.

Notice to Quit

PLOT.....

.....(name of site) ALLOTMENT SITE

To: (Plot Holder)

.....
.....
.....
.....

I,, (position) acting on behalf of the
..... Allotment Association, hereby give you notice that
your tenancy for the said allotment numbered Plot No
..... (name of site) Allotment Site, (in the Register
of Allotment Gardens kept by the Parish Council) will be terminated on the
.... day of* and you will be required on or before the day
of* to quit and give up possession of the said allotment garden.

This notice is served in pursuance of the Allotment Act 1908 – 1950.

Signed:

Print name:

Dated this day of Two Thousand and

(Kingshurst Parish Council return correspondence)

Kingshurstparishcouncil@gmail.com.....
.....
.....
.....
.....
.....

This should be the same date, either a 12 month notice to be served to expire on or before 6th April or on or after 30th September in any year, or one month notice if the tenant is in breach of the terms of the tenancy.

Where the notice is for breach of terms, the tenant must previously have received a written warning giving a reasonable opportunity to rectify the breach. in *The new plot holders terms and condition document* ("**Guidelines**").

Background information

The Allotments Act 1922 provided allotment holders with some security of tenure by setting out specific periods of notice for ending a tenancy. Landlords could only end an allotment garden tenancy by giving the allotment holder a minimum of six months' notice. This was increased to 12 months by the Allotments Act 1950. The landlord may end the tenancy by giving one month's notice where the allotment holder has breached any of the conditions of the tenancy agreement.