



London Borough of Hounslow

Allotment Rules (1st October 2010)

All tenants of Hounslow Council's Allotments are bound by the allotment rules in relation to their tenancy agreement. Regular allotment visits and inspections are undertaken by the dedicated allotment officer.

Any tenant found to be in breach of the allotment rules will be formally written to, and as a general rule a period of 28 days is allowed to comply with the notice issued. Failure to comply with a notice issued by the council or their managing agent will result in an eviction notice being served.

1 Cultivation

(In the case of allotments, cultivation is defined as not less than 80% of the total area having had the soil prepared and subsequently planted with crops, namely fruit and vegetables. The plot shall be maintained predominantly free of weeds and shall not impinge against neighbouring plots).

- 1.1 Allotments must be kept in a good state of cultivation and in good condition. Non cultivation will result in termination of tenancy. (Non-cultivation is when more than 20% of the total plot area is not in use (allowing for land to lay fallow)).
- 1.2 In the case of non-cultivation due to ill health or bereavement, a maximum 3 month period of grace may be allowed subject to medical evidence being made available in the case of illness. Each case will be reviewed on its merits.
- 1.3 Trees or shrubs growing on or near the site boundary must not be cut or pruned without permission from the Council. Soil, gravel, sand or clay must not be removed from the allotment site.
- 1.4 Only fruit trees on a dwarf stock can be planted subject to permission from the Council. If the permission is granted they must be planted away from the paths, must not be allowed to grow over 2.5m tall. They shall not be allowed to overshadow other plots and must be removed when the tenant leaves.
- 1.5 Ornamental trees and shrubs are not permitted.
- 1.6 Fruit bushes must be kept under control and not allowed to encroach over paths.
- 1.7 Boundary hedges forming part of an allotment or across an adjacent path must be properly cut and trimmed in accordance with good horticultural practices.
- 1.8 Wild flowers and areas formally cultivated for wildlife must not exceed 10% of the plot.
- 1.9 The plot should not be laid to turf and children's play equipment is not permitted.
- 1.10 Notifiable Pests and plant Disease's (See appendix A), Injurious Weeds (See Appendix B) and Invasive plants such as bamboo, Japanese Knotweed, Himalayan Balsam and Giant Hogweed must not be planted and if seen, reported to the Allotment Officer immediately.
- 1.11 Soil, ash and any other material likely to be contaminated must not be brought onto the allotments.

2 Water Supply & Hoses

- 2.1 No connections or alterations can be made to the water supply (including pipes, taps, and tanks) on the allotment site. Any tenant found to be making any modification to the existing supply will be served with a notice of non-compliance and may be served with a termination notice without further warning.
- 2.2 Mains water supply; toilet facilities; fences, hedges and gates; paths and hauling ways, where they exist are privileges and misuse by plot holders may result in termination of their use.
- 2.3 Hosepipes are prohibited. All watering of plots must be undertaken using a watering can filled from the existing water provision.

3 Bonfires & Barbeques

- 3.1 Bonfires on allotment grounds are not permitted. (Hounslow's smoke control orders apply)
- 3.2 Barbeques on allotment grounds are not permitted.

4 Composting, Litter and General Waste

- 4.1 Carpets/underlay are prohibited to mulch plots.
- 4.2 Compost must be store in properly constructed, covered containers or well maintained heaps which are regularly turned. Compost heaps must be wholly contained within the tenants own plot.
- 4.3 Rubbish (including tyres, industrial or building waste and household articles) must not be brought onto the allotment site. Any tenant found to be using their plot to store household waste and refuse will be required to remove it. Failure to comply will result in a termination notice being served. ***If the Council or its agent has to clear rubbish from a plot, the tenant responsible will be re-charged for the cost of removal.***

5 Dogs, animals and bees

- 5.1 Dogs must not be brought onto the allotment site unless kept on a lead at all times and under proper control. Owners are responsible for clearing their animal's fouling.
- 5.2 Animals or livestock must not be kept on site, with the exception of hens or rabbits and then, only with the permission of the Council or its managing agent.
- 5.3 The space for keeping poultry must not exceed 25% of the plot.
- 5.4 Bee keeping can only be permitted with the authorization from the Council or its managing agent.

6 Sheds, greenhouses, structures, paths and plot markers

- 6.1 No buildings or structures can be erected by the tenant on the plot other than sheds, greenhouses, and fruit cages. All structures must be removed when the tenant leaves. Costs for removal to be borne by the tenant.
- 6.2 Sheds, greenhouses and polytunnels can only be erected after permission has been given by the Council or its managing agent. If permission is granted, they must be kept within the area dimension specified by the council at the time. (Currently 1.8m x 1.2m x 2m/6 x 4 x 6.5ft for sheds and 1.8m x 2.4m x 2m/6 x 8 x 6.5ft for greenhouses/polytunnels). **Only one shed per allotment is permitted.**
- 6.3 All cold frames and grass/green houses must be made from fit-from-purpose materials.
- 6.4 All paths, including main paths, must be kept clear of obstructions at all times and not be encroached upon. Paths must not be reduced by plot extensions.
- 6.5 Paths between allotments must be at least 60cm/2ft wide and the adjacent tenants are responsible for keeping the nearest half to their plot in good order.
- 6.6 Enclosing of plots with fences is not permitted and the use of barbed wire is forbidden anywhere on the site.
- 6.7 Tenants are responsible for ensuring that the number of their plot remains clearly displayed.

7 Security and safety

- 7.1 Tenants are responsible for locking the site gate upon entry and exit.
- 7.2 Site keys must be returned on termination of the tenancy.
- 7.3 Access to the site must only be gained by an authorised entrance, and tenants must not make any other means of entrance or exit.
- 7.4 All visitors are the responsibility of the plot holder and the plot holder needs to explain the allotment rules, show visitor's where your plot's boundaries are and explain that other people's plots are strictly off-limits.
- 7.5 Tenants are responsible for ensuring that no potentially dangerous articles are left on the allotment. All broken glass must be removed from the site.
- 7.6 Tenants must comply with legal restrictions and follow the manufacturers' instructions when applying herbicides/insecticides/fungicides.
- 7.7 Tenants must not use or store any poisonous materials/substances on the allotment for rodent control. The Council must be notified of rodent or other pest infestation to arrange suitable methods of control.
- 7.8 Wasp nests on an individual plot are the responsibility of the plot holder to remove where required. Advice can be sought from the council's pest control department on 020 8583 2000.

8 Pesticides and Fertilizers

- 8.1 Plot holders have a duty of care to store, use and dispose of pesticides and fertilizers properly. Any plot holder found not meeting their duty of care may have their lease terminated without notice.
- 8.2 All pesticides and fertilizers (including but not limited to) weed killers, rat poison, fungicides and soil sterilants must be stored properly.
- 8.3 Pesticides should never be decanted into any other container.
- 8.4 Pesticides should never be brought into the UK from other countries.
- 8.5 They should always be stored well out of reach of children and locked away.
- 8.6 Disposal of pesticides and fertilizers is the responsibility of the plot holder.
- 8.7 Spray fertilizers must never be attached to the mains.

9 Further restrictions

- 9.1 Tenants must use allotments for their own personal purpose and must not carry out any business or sell produce from their allotments.
- 9.2 No advertisements or display can be erected on or near the allotment site for commercial gain.
- 9.3 Tenants, or any person accompanied by the tenant, are not permitted to reside on the allotment overnight.
- 9.4 Only the tenant or the person authorised or accompanied by the tenant is allowed on the site.
- 9.5 Sub-letting is not permitted. The Council, where appropriate, must authorise temporary cover in case of illness. Any tenant found to be sub-letting their plot will have their tenancy terminated.
- 9.6 Sharing a plot will be permitted with permission of the Council or the managing agent. The lettings register will be modified to reflect this change. ***Please note that sharers do not have an automatic right to take over the plot in the event that the formal tenant relinquishes their tenancy.***
- 9.7 Theft of produce, plants or other items from a plot without permission of the tenant of the plot concerned will automatically have their tenancy agreement terminated.
- 9.8 Tenants must not cause any undue annoyance or disturbance to other tenants or residents of properties adjoining the site. Anyone committing acts of anti-social behaviour will have their tenancy terminated.
- 9.9 Disputes between tenants should be resolved locally where possible. As a last resort disputes should be referred to the Council or its managing agent. The decision of the Council will be binding on all the tenants involved.

- 9.10 All plot holders are expected to be good neighbours and be aware that simple things, such as radios and social gatherings may impact negatively upon your neighbour's enjoyment of their plot. Problems should be resolved, in the first instance, amongst plot holders. Plot holders who cause a nuisance may have their lease terminated without notice.
- 9.11 Ponds are not allowed.
- 9.12 Children must be accompanied at all times by an adult and not allowed to go onto adjacent plots.

10 General

- 10.1 Any officer of the Council or any person appointed by the Council must be permitted to enter the allotment site for inspection purposes.
- 10.2 The Council are not liable for any loss (including fire, accident, theft, flooding or damage of any tools or contents) of sheds and greenhouses.
- 10.3 Any special condition that the Council consider necessary to preserve the allotment garden from deterioration must be observed and carried out.
- 10.4 The Council reserve the right to revise, delete or add to the conditions at any time.
- 10.5 In the event of any breach of the Allotment Rules, any decision made by the council or its managing agent is final and there is no right to appeal.

The Allotment Rules for the London Borough of Hounslow apply in conjunction with the Allotment Act 1922 and subsequent revisions.

Appendix A - Notifiable Plant Pests and Diseases

Pests	Diseases
<u>Acacia Sucker (2007)</u>	<u>Brown rot of potato (2005)</u>
<u>Bay Rust Mite (2007)</u>	<u>Fireblight (2005)</u>
<u><i>Bemisia tabaci</i> - Tobacco whitefly (2006)</u>	<u>Karnal bunt (2005)</u>
<u>Box Tree Caterpillar (2009)</u>	<u><i>Phytophthora kernoviae</i> (2010)</u>
<u>Citrus Longhorn Beetle (2010)</u>	<u><i>Phytophthora kernoviae</i> bilingual factsheet (Welsh/English)(2010)</u>
<u><i>Diabrotica</i> species (2006)</u>	<u><i>Phytophthora ramorum</i> (2010)</u>
<u>Colorado beetle (2006)</u>	<u><i>Phytophthora ramorum</i> bilingual factsheet (Welsh/English) (2010)</u>
<u>Eggplant Borer (2010)</u>	<u><i>P. ramorum</i> - A Practical Guide for the Nursery and Garden Centre Industry</u>
<u>Fuchsia Gall Mite (2009)</u>	<u><i>P. ramorum</i> - A Practical Guide for Established Parks & Gardens, Amentity Landscape and Woodland Areas</u>
<u>Goji Gall Mite (2009)</u>	<u>Understanding <i>Phytophthora ramorum</i> - Key findings from UK research (Revised 2007)</u>
<u>Gypsy moth (2006)</u>	<u>Plum pox (2006)</u>
<u><i>Liriomyza</i> leaf miners (2007)</u>	<u>Potato wart disease (2006)</u>
<u>Palm Borer (2009)</u>	<u>Ring rot of potato (2004)</u>
<u>Platanus Lace Bug (2006)</u>	<u>Strawberry black spot (2006)</u>
<u>Potato Cyst Nematodes (2009)</u>	<u>Emerging viroid threats to UK Tomato production (2010)</u>
<u>Potato Flea Beetle (2010)</u>	
<u>Red Palm Weevil (2009)</u>	
<u>South American Tomato Moth (2009)</u>	
<u><i>Spodoptera</i> species (2006)</u>	
<u>Stem nematode on Narcissus and Tulip (2006)</u>	
<u><i>Thrips palmi</i> (2006)</u>	
<u>Swamp Cypress Rust Mite (2006)</u>	
<u>Western corn rootworm (2006)</u>	
<u>Wheat Bug (2010)</u>	
<u>White Peach Scale (2009)</u>	
<u>Tomato Pinworm (2010)</u>	

If you discover any of the Plant Pest or Diseases listed above, please contact your local Fera Plant Health and Seeds Inspector or PHSI Headquarters, Sand Hutton, York. Please see individual factsheets for further information.

Appendix B – Injurious Weeds

IDENTIFICATION OF INJURIOUS WEEDS

This leaflet has been produced to assist in the identification of Injurious Weeds as prescribed in the Weeds Act 1959



COMMON RAGWORT – *Senecio jacobaea*



Mature plant



Young plant

Magg Mear



Senecio jacobaea

Common Ragwort

A, plant; B, a lower leaf; C, flowering branch; D, disc flower; E, corolla of disc flower, partly cut away to show the stamens, and the style; F, mature achene from disc flower – some of the pappus cut off. Not to scale.

Young plant

Young plants of common ragwort are evident from the autumn to early June as low rosettes in pasture and on bare ground. The leaves of these young plants are extremely variable, either undivided or simply divided into terminal oval and smaller lateral lobes. These are usually a deep bottle-green, tinged purple, and slightly glossy on the upper surface.

Adult plant

In their second or subsequent years the rosettes mature and produce flowering stems from late June onwards. These are between 30-100cm tall, carrying dense flat topped clusters of bright yellow daisy-like flower heads each 1.5-2.5cm across. The leaves on mature plants are strongly divided into narrow lobes with the bases clasping the non-woody main stem. The flowering stems die back after producing seeds.

Other ragwort species not prescribed in the Weeds Act 1959:

Marsh ragwort – *Senecio aquaticus*: Mature plants have elliptical or oval basal leaves. Upper leaves are less divided than those of common ragwort with larger terminal lobes. The flower heads are also generally larger at 2.5-3cm diameter.

Oxford ragwort – *Senecio squalidus*: Mature plants, which may have woody lower stems, rarely exceed 50cm in height, and have more widely spaced lobes on the leaves than common ragwort.

Hoary ragwort – *Senecio erucifolius*: Much more hairy than common ragwort, particularly on the leaf undersurface which is greyish in appearance.

ROAD-LEAVED DOCK – *Rumex obtusifolius*

Rumex obtusifolius Broad-leaved Dock

A, upper part of stem with a leaf and a lateral branch, and a leaf from the middle part of the stem; B, fruiting-perianth enclosing the fruit and transverse section of same showing seeds; C, plant.
Not to scale.

Young plant:

Seedlings emerge from September through to summer with an opposite pair of narrow diamond-shaped or strap-like cotyledon leaves. The true leaves then emerge one at a time unrolling to form a roughly oval or elongated heart-shaped structure that is green but tinged with purple. Plantlets regenerated from root fragments more closely resemble the adult plant. Broad-leaved docks usually remain vegetative for their first year.

Adult plant:

This dock which has a perennial rootstock produces a basal rosette of large, broad, oval to oblong leaves up to 25cm long with a strong central vein and rounded, backward pointing lobes at the base. Flowering is from late June onwards with the stems typically up to 100cm tall but sometimes reaching 150cm. The flowering stem is loosely branched with numerous clusters of small reddish-brown flowers which have more the appearance of seeds. The flowering stems die back after producing seeds.

Broad-leaved dock is distinguished from curled dock by the broader leaves. The fruit is roughly triangular with one or two swollen seeds. The thin wing or membrane surrounding the seeds has an irregularly toothed edge.

The long tap root of this plant is more prone to be branched than that of curled dock. Both species are widespread and

can hybridise so that intermediate plants occur