



Beechen Hall, Wildfell Close
Walderslade, Chatham
Kent ME5 9RU
☎ 01634 861237

✉ clerk@boxleyparishcouncil.org.uk

Dove Hill Allotments Tenancy Application

1. Criteria for Tenancy

- 1.1. Applicants must be resident in Boxley Parish.
- 1.2. Non Boxley Residents living within one mile of the Parish boundary may be considered if there are unallocated plots. The Council reserves the right to ask for proof of residency.
- 1.3. One Tenancy is allowed per household.
- 1.4. A Tenant may apply for up to four (4) ¹allocated plots.
- 1.5. An existing Tenant may apply for additional plots (within this maximum) during their tenancy.

2. Waiting List

- 2.1. The Council maintains a Waiting List.
- 2.2. Each new applicant or an existing Tenant wishing to take on further plot(s) must submit a signed Application Form.
- 2.3. Plots will be allocated in order of date of receipt of a signed Application.

3. Allocation of Plots

- 3.1. If the applicant at the top of the list is not in a position to accept the plot, their place is reserved, and the plot will be offered to the next on the list.
- 3.2. If an applicant at the top of the list rejects two offers, their name will be moved to the bottom of the List.
- 3.3. Offers must be responded to or accepted within 21 days of offer. Failure to do so will be considered a request to be removed from the List.

4. Agreement, Conditions and Rules for Tenancy

- 4.1. Upon acceptance of allocated plot(s), the applicant must sign two copies of the Tenancy Agreement and Rules and Regulations. One copy will be retained by the Council, one by the Tenant.

Note: No priority will be given to people with a disability. Applicants for a Disabled plot will join the waiting list as per all applicants. If a Disabled plot is under cultivation by a non-disabled person when the top of the list is reached, the plot will be vacated to make room within one year. If both Disabled plots are appropriately allocated, a non-disabled plot will be offered.

In line with its policies, the Council will always attempt to accommodate the needs of a disabled person.

¹ The term "allocated plot" means $\frac{1}{4}$ of a statutory plot as defined in the Allotments Acts 1908 & 1922.



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APPLICATION FORM

If you wish to continue with your application, please complete, sign and return this form to the address above.

Name:	
Address:	
Telephone:	
Mobile:	
E-mail address:	
Number of allocated plots required	
Are you applying for a disabled plot?	YES/NO
Interested in additional plots in the future?	YES/NO
I confirm I am a resident in Boxley Parish	YES/NO
I am a non-resident but live within one mile of the parish boundary	YES/NO
Proof of residency if required	YES/NO

Signature:

Date:

On receipt of this application:

If there are vacant plots you will be contacted with an offer together with the rules and regulations etc. If there are no current vacancies, you will receive confirmation of your entry on the waiting list.