

# General Information for Plot Holders

As a plot holder you will know that with hard work and enthusiasm your plot will produce plenty of fruit and vegetables during the whole year.

You will also be aware that the management of your plot directly affects your neighbours; therefore, the Committee requires the following:

In the event of illness or any other reason why your plot cannot be maintained please inform the Site Supervisor without delay.

Contact details of relevant Committee Members are on the Distribution Hut noticeboard.



## Plot Size

Plots are measured in rods, which is a traditional measurement and is the total square yardage divided by 30.25. The size of the plot includes half the width of the surrounding path, the upkeep of which is your responsibility.

All our plots are different sizes and subsequently different rental rates.



## Cultivation

If a new tenant we ask that you cultivate a minimum of a quarter of the plot in the first 3 months; half by 6 months, and all in the first year. Thereafter, the whole plot should be cultivated each year. Please note that:

Plot monitoring takes place throughout the growing season by members of the committee. This is to ensure that plots are kept up to a reasonable standard as required by our Land lords; Seaford Town Council.

If your plot is overgrown and looks uncultivated the Site Supervisor will write to you giving you time to bring the plot up to an acceptable standard. If this is not done within the time frame you could be evicted. Of course; difficult circumstances, temporary illness or incapacity will be taken into account. Please let the Site Supervisor know if this is the case.



## Paths

All plot holders must keep the grass cut, and the edges straight, on the half of the paths next to their plot.

You must also ensure the paths which surround your plot are a minimum of 60cm, 24", wide, free from all obstructions and that your crops don't flop across the paths. Please do not restrict path width by the erection of fencing along narrow paths making passage by wheel barrow difficult.



### Time

We estimate that you will need to spend at least 4/6 hours a week on your plot to keep it cultivated and under control. **Much more** time in the peak of the sowing and growing season as watering and harvesting can be very time consuming. In the summer, you may need to visit the plot daily.



### Keys

There is a £20 deposit for a Site/Gate key and this will be refunded when you hand it back after giving up your plot.

NB: the key cannot be retracted when the padlock is open.

You may have an additional key at an extra £20 deposit, contact the Treasurer. Please advise a member of the Committee if you have someone looking after your plot temporarily during holidays or illness.



### Structures

Structures such as sheds & greenhouses should be no bigger than 2.5m x 2m x 2.5m high (8ft x 6ft x 8ft high). No solid bases such as concrete are permitted. Polytunnels must not exceed 3m x 2m (9ft x 6ft) and no more than one of each per plot. This is set under the agreement with Seaford Town Council. They should be placed about 1m from the boundary to enable people, wheel barrows and mowers to pass by. Please help to conserve water by installing water butts to your structures.



### Water

There are water tanks on the Site fed from the mains: see the site Plan. Use watering cans to obtain water, no hoses, anyone found to be connecting or syphoning water with a hosepipe could be evicted. **WE ARE METERED AND HAVE TO PAY FOR THE WATER USED** so we encourage plot holders to have water butts fitted to their sheds and greenhouses. The use of mulching also helps to reduce the need for watering.



### Rubbish and Green waste

You must dispose of your own rubbish by taking it to the household waste facility. Please do not leave it around the Site. We recommend that you set up compost bins.



### Bonfires

Due to the Covid Pandemic all bonfires are banned. Please refer to the Bonfire guidelines.



### The Shop'

The Distribution Hut where you can buy a selection of popular seeds and a wide range of gardening sundries is situated by the main entrance in Sutton Drove. The opening hours vary according to the growing season and the availability of volunteers; details can be found on Notice Board outside the Hut.

We have an arrangement with Kings Seeds, to buy seeds at reduced prices. The Allotment catalogue is available during August with orders submitted to the Allotment by October. Orders are collected from the Distribution Hut in the autumn. Potato tubers and onion set orders arrive later on in the winter.

Second hand tools, water butts and compost bins are often available for a donation.



### Toilet Facilities

There is a compost toilet behind the distribution Hut for plot holders to use. It is not locked and is regularly cleaned by our noble volunteers. As a Compost Loo is such a different system you will need to be given instruction about usage, but also, please read the instructions before use and leave it clean and tidy for the next user.

A handwash station and fresh water point is available at the back of the Distribution Hut, please leave the area clean and tidy.



### Power Tools

Our peaceful site is surrounded by residents who wish to enjoy their gardens as much as we do at weekends? So, please do not use petrol lawnmowers, strimmer's or other noisy equipment until after 9am on Sundays.

We recommend that no expensive tools are stored on the Allotment.



### Child Safety

Well behaved children are welcome to help you on your plot, but they are your responsibility and must remain with you at all times. Please make sure they don't wander on to other people's plots. The Site is not a playground and also there may be hazards that are not immediately obvious.



### Dogs

Please keep dogs on a short lead at all times, attached to someone or something! please do not let them stray onto other plots. Hop mulch is used around the site which is hazardous to dogs if ingested. Please clear up any fouling by your dog.



### Parking Facilities

There is parking to the front of the Sutton Drive entrance. Please park "end on" and economically so as many people as possible can fit in. Please do not obstruct the entrances to the properties.

You are welcome to bring your car on to the Site but only to pick up or drop off heavy items. Please drive carefully and observe the 5mph speed limit, do not park on the main drive or in the turning points and please clearly display your plot number on your dashboard



### Health & Safety

A copy of our Health & Safety Risk Assessment Statement for the site can be found on the Website and in the Distribution Hut. While it is largely "common sense", we encourage you to read it to minimise the risks inherent in working on the allotment.

We advise the wearing of suitable footwear, boots or wellingtons and to have access to a mobile phone in case of accident.

We have a lovely site which is generally well kept. However, there are some pathways which are uneven, especially on the sloping side of the site. It is the responsibility of plot holders to keep the paths adjoining their plot in good condition.

Please make sure you have no broken glass or other hazardous materials projecting onto the path which could cause an injury.

All sheds and other structures must be secured against high winds which can affect the Site at any time of the year. Keep any chemicals securely locked away.



### Site Security

Although incidences of vandalism or theft are rare across the Site, we ask that you be vigilant and do not allow anyone to enter the Site who does not have a gate key. Please report anyone acting suspiciously to the Site Security Officer or a Committee member.

We suggest that you do not leave valuable items on the Site.

If you spot anything untoward or experience theft or vandalism you should contact the Site Security Officer details are on the notice boards and complete an Incident Form which can be found on the Website.



### Notice Boards

There are 3 notice boards, by the entrance gates at Hindover Tritten, Short Brow, and a large one on the Distribution Hut which displays the site plan and any garden related items for sale. Information is posted on the Notice Boards, Gates and

Website, or sent by email or post for important things such as AGM notification.  
Contact details for Committee members is available on the Distribution Hut board.



### Slugs & Snails

Slugs snails, flea beetle, black fly etc. are inevitable on the allotments. We don't have a policy against using non-organic pesticides and herbicides, but there are many plot holders who don't use chemicals on their plots. So if you do spray or treat your crops chemically please consider your neighbours and choose a calm day to avoid contamination of other plots.



### Slow Worms

We are privileged to have slow worms on our site. These pink and black striped legless lizards are protected by law and love places like compost bins. They eat copious amounts of slugs and other pests, so give them a warm welcome if you have them on your plot.



### Seagulls and Birds

Please do not store pallets etc on shed rooves, the Seagulls will use them as a nesting site and removal of eggs or chicks is prohibited. We have numerous varieties of birds around the site. Pigeons and Jackdaws are prone to eating crops, the use of netting is advised to avoid disappointment.



### Compost & Manure

You are welcome to have manure, mushroom compost or wood chippings delivered, but if it is left by the entrance gate or near the main path, you must move it quickly so that it doesn't cause a nuisance to other plot holders.

It is worth checking with your supplier that the manure is free from the hormone weed killer Aminopyralid, or test it by growing a patch of quick growing green manure such as mustard seed on a sample of the manure. If the leaves do not turn yellow or become distorted then it should be safe to use.

Deliveries of 'wood chippings' are made by the Hut and turning circle. These are free and can be used for paths on your plot, please help yourself. Hop mulch is delivered it is for mulching and is not suitable for paths.



### Membership Card

On the back of your Allotment membership card is a loyalty card for use at Paradise Park. With each £ 10 spend on qualifying items you will receive a £ 1 plant voucher and reduced admission rate to their attractions. (The Terms are set by the Company).



### Allotment Committee

Committee members are all volunteers. The Committee roles are Chairman, Secretary, Treasurer, Site Supervisor, Site Security Officer, Distribution Hut Manager and 3 other volunteer members elected at the AGM.

Together the Committee manages the site on a day-to-day basis under the terms of the self-management agreement with Seaford Town Council. To stand for the Committee, you need to be nominated by another plot holder.

Forms for this are sent out prior to the March AGM. Contact details for members of the Committee are on the Notice board.



### Giving up your plot ?

If you no longer wish to continue renting your plot, kindly advise the Site Supervisor or Treasurer as soon as possible so that arrangements can be made to terminate the Tenancy Agreement.

Please also return your Site key(s) and membership card at which time your deposit will be returned.