

Sale Horticultural & Allotment Society

EVICTION PROCEDURE FOR NEGLECTED PLOTS

At the beginning of each year, all plot holders sign a Tenancy Agreement in which they agree to 'keep the plot in a tidy, well cultivated state and to ensure that it is used only for the purpose for which it has been let, namely the growing of vegetables, fruit and flowers'.

Throughout the course of the year, plots are subjected to regular inspections by at least two committee members to ensure that they are being well tended. If, during an inspection any plot is found to be neglected or used inappropriately, the following procedure will be instigated:

1. The Allotment Secretary will send a 'neglected plot' letter to the plot-holder:
 - a. Asking the plot holder to state in writing within 7 days if there are any extenuating circumstances to explain the neglected state of the plot, and if so when the plot will be put into good order.
 - b. Stating that if no acceptable explanation is given for the neglected state of the plot, the plot-holder is required to make a significant improvement to the plot within 30 days of the date of the letter and:
 - c. Warning the plot-holder that failure to give an explanation or to make a significant improvement within the allotted time will result in a letter of eviction.
2. If an acceptable explanation is received within 7 days of the date of the 'neglected plot' letter, or a significant improvement is made to the plot within 30 days, then the procedure will be suspended. The Allotment Secretary will write to the plot-holder advising that the eviction process has been suspended, but also making the plot-holder aware of the provisions of Clause 6 below.
3. If no acceptable explanation for the neglected state of the plot is received within 7 days of the date of the 'neglected plot' letter, or if no significant improvement is made to the plot within 30 days, then a decision as to whether to send an eviction letter will be taken by at least three members of the committee.
4. If these committee members agree unanimously, then a standard 'eviction' letter will be sent to the plot-holder giving 14 days notice to vacate the plot, removing any personal items, plants or harvestable produce the plot-holder wishes to keep.
5. The plot-holder has the right to appeal in writing within 7 days of the date of the 'eviction' letter and any appeal will be discussed by at least three members of the committee and their decision will be final. The plot-holder will be informed of the decision of the committee in writing.
6. If within any rolling three year period, the committee has cause to send to the plot-holder a fourth 'neglected plot' letter regarding the state of the plot, then this fourth letter will be an 'eviction' letter requiring the plot holder to vacate the plot as required in clause 4 above.
7. The Allotment Secretary will keep a record of the procedure together with copies of all correspondence.