



Welcome to Churchfields Allotments

Dear new Churchfields Tenant

A very big warm welcome to Churchfields ...

The Plot you have taken on has been an allotment for more than 110 years. In that time, it has had many tenants. You, along with the other 220 plot tenants now on the site, have accepted the challenge of continuing this history. You are also making a financial contribution to the Weybridge Land Charity to help others in our community. Thank you!

The 9¼ acres of Churchfields Allotments are owned on behalf of the Weybridge Community by the Weybridge Land Charity, a local Charity with local resident Trustees that was established in 1910 for the specific purpose of distributing the surplus income from allotment rents after expenses to those in need or distress in the Parish of Weybridge. Today that objective remains the same.

The unique value of the allotments to the physical, mental and social well-being of our town is well understood and appreciated by the Charity Trustees who are in turn committed to preserve the allotments as allotments. By becoming a tenant and maintaining your plot well you are adding your efforts to maintaining the allotments as the special place they have become.

While maintaining the Churchfields site overall is the responsibility of the Charity as landowner, we seek to make essential maintenance more cost effective with the help of plot holders. We welcome all offers of voluntary participation in maintaining the fabric of the site. With your contribution we can then collectively achieve three goals. First to make the allotments a nice place to be. Second, we can keep annual plot rental increases low. Third, and by no means least, we can provide more funds to enable the Trustees to help those less fortunate and in need in our community.

Many new plot holders underestimate the amount of time required to maintain a plot. **It is a significant commitment.** You are expected to maintain your plot in good condition throughout the year, and there are regular "Plot Condition Surveys" by the Trustees and volunteers to monitor this. Being a plot holder requires some physical work, frequent visits to your plot and enjoyment of the seasonal challenges presented by nature. The enjoyment of your own fresh strawberries, beans and other produce makes all that very worthwhile.

Please enjoy your allotment and we hope that you make the most of your plot for many years.

Allotments Gate, Curzon Road, Weybridge, Surrey KT13 8UN
allotments@weybridgecharity.org.uk : www.weybridgecharity.org.uk

Below are the expectations we have of tenants. These are the foundation of a successful plot tenancy. After, there is some specific information that will help you feel at home on the allotments.

The **tenant responsibilities** set out here are effectively rules to be observed by all and are fundamental to the effective management and the long-term sustainability of Churchfields. We trust that these will all feel reasonable to tenants.

Your plot

You are expected to maintain your plot in a good state of **cultivation** or **preparation for cultivation** throughout the year. You will be contacted and asked to agree a course of action with WLC to bring the plot back to good condition, if this is needed. If the situation is not rectified your tenancy may be terminated. To help us, we request that you notify us of any ill health or other circumstances that are getting in the way of you managing your plot well.

You must provide a valid **plot number** post clearly identifying the plot at the front of your plot. The boundaries of the plot should be known and accepted by the tenants of neighbouring plots.

You are expected to manage **trees** on your plot effectively, ensuring that no tree grows above three metres and that fruit trees are properly pruned. If planting a new tree you may only plant varieties designed to not grow above three metres. Please be vigilant and remove any **self-seeded or suckering trees** – sycamore and elm in particular – within the season of it taking root.

It is your responsibility together with your neighbours to keep the **paths** alongside your allotment mown and in good condition, including trimming back trees, blackberries and other plants overgrowing onto paths.

Sheds, greenhouses and polytunnels

If you wish to erect a shed, greenhouse or polytunnel you **must seek permission**. Permission will not be given for new structures over a metre in height on quarter plots. **Dilapidated sheds** must be removed from the site by the plot holder.

Disposing of rubbish and weeds produced on your plot

You are **responsible for the proper disposal** of all non-biodegradable rubbish and all green waste produced on your plot.

Green waste can either be **composted** properly and responsibly or must be **removed** from Churchfields promptly. As small compost heaps may not reach the temperatures required to kill weed seeds, it is better to dispose of weeds off-site if you do not have and properly use a compost bin.

All **non-biodegradable** rubbish from your plot must be **removed** from the site and disposed of properly.

Please do **not dump or pile up** turfs and / or spent weeds on your plot (or on any other plot)

unless treating them properly for composting. **No grass/weed pile** should remain unworked from one year to the next.

Please make your best efforts to remove bindweed from your plot, the side paths and the rear of your plot where the plot borders the town paths as it risks growing underground and infecting other plots.

Peace and safety of fellow plot holders

You must ensure that your children are under the supervision of a responsible adult at all times so that they do not cause nuisance to others, wander on to other plots or damage any plants or property.

Dog owners must keep any dog brought on site under control and on a short lead at all times and ensure no fouling.

Please do not play music or radio at a level which could cause nuisance to other plot holders. Better to use headphones, especially if neighbours are on their plots.

Trespassing on other plots, removing or adding items to other plots without permission from the relevant plot holder is not allowed and will usually result in termination of your tenancy. Please do not encroach on paths e.g. through plants growing over paths or through using paths for storage.

Gates must be closed and locked at all times and the combination **must be rotated sufficiently**. Please be sure that you close pedestrian gates firmly and check that they are shut.

Please report any accident causing injury (via allotments@weybridgecharity.org.uk)

Please ensure that any guests or helpers know about and abide by these rules.

Caring for the environment of Churchfields

Bonfires

Bonfires of dried untreated wood and woody stems are permitted Monday-Friday from 1st November to 31st March. Please do not burn any other materials. Please abide by Elmbridge Borough Council guidance on bonfires which can be found at <https://www.elmbridge.gov.uk/environment/pollution-issues/bonfire-guidelines>

Water use

You must **not wash** your hands, produce or tools etc in the water tanks or draw water from the tanks using a **hose**. Please take care to ensure your watering cans are free of mud or grass when drawing water. This will help us to keep water tanks in good condition.

Protecting soil, wildlife and plants

Plot holders must **not** remove **soil** in any form from the Churchfields site or bring untreated soil onto the site. Anyone wishing to bring **soil** onto the site must seek **permission** and provide proof of certification.

Weed-suppressing membrane or plastic must **not** be used as a **permanent** measure for suppressing weeds e.g. it must not be used to make paths by putting chippings on top. It is

preferable too if weed-suppressing membrane is not used as a cover for beds with holes cut for plants to grow through. We are keen to avoid any plastic being introduced into the soil from fraying plastic materials. Additionally carpet or tyres are not allowed. Only **organic pesticides** and pest barriers may be used e.g. wool pellets around plants and sugar water traps to protect from slugs. **No herbicides** are to be used.

Plot holders may not introduce a beehive / bee colony on to the allotments (there are already three apiaries). If you are interested in **bees** you can contact the Weybridge Men's Shed Bee Team.

Please tell WLC Allotments Administration about any **blight** on any plants (report to allotments@weybridgecharity.org.uk) and immediately remove any affected leaves. This will allow us to alert other plot holders.

For the safety and peace of other plot holders, please report any breach of these rules which could cause harm or nuisance (email allotments@weybridgecharity.org.uk).

Useful Information

Toilet. There is one toilet on site located between the Curzon Road car park and the Men's Shed. It is an eco-friendly composting toilet. It is maintained by the Men's Shed and is available for use by all tenants. The instructions for its use are found inside the building.

Woodchips and mulch. There are several local arborists and tree surgeons who deliver wood chippings to the allotments. These materials are available free to plot holders on first come first served basis. Help yourself.

Loan of tools. The Charity has a range of tools which are available to plot holders by arrangement. These include a wheel barrow, two electric trimmers, telescopic and other long handled loppers, a folding saw for pruning, a straight saw, a Root Slayer spade for digging out blackberry roots, a long spade for digging post holes. We are happy to hear suggestions for other tools it would be useful to hold on a communal basis. Added to this, the Weybridge Allotment Holders and Gardeners Association also has tools for use by any plot holder at Churchfields. Visit their website to make contact.

Main path maintenance. The Charity arranges for the grass on the main paths to be mown on a regular basis. When it is possible, the Charity operators may be able to mow some side paths. If this happens it must be regarded as a bonus, not a permanent arrangement nor a release of your obligation to maintain the side paths adjacent to your plot.

Water. Water provided in the water tanks located on the site is mains water purchased by the Charity at the prevailing commercial rate. Its use by plot tenants is not monitored or measured. Some parts of the allotments are naturally drier than others. The Charity expects that tenants will use water wisely and minimise waste recognising the needs of the crops grown and the nature of the soil on their plot.

There are two rainwater tanks by the Men's Shed at the Curzon road entrance. These are for use by any plot holder who wishes to use rainwater – which is beneficial for particular plants.

During the winter months the mains water supply is turned off to reduce the risk of waste and leakage.

Please report any leaks promptly to allotments@weybridgecharity.org.uk. In the case of overflowing tanks, please turn off the supply valve on the tank inlet pipe and report the overflow.

We encourage all plot holders with a shed or greenhouse to install gutters and to collect rainwater.

Donations to the Weybridge Land Charity. You are welcome to make a donation to the Charity at any time, and as a UK private taxpayer any donation you choose to make to the Charity would be eligible for the Charity to also claim Gift Aid, increasing the value of your donation by 20%.

The Board of Trustees

Weybridge Land Charity