



BUILDINGS AND STRUCTURES POLICY

Introduction

This policy has been designed to inform plot holders of the buildings and constructions that are permitted/not permitted on the allotments operated by Hart Allotments¹ This policy is linked with the sustainability policy.

Definitions & Scope

Buildings and constructions in the context of this policy refers to all structures (temporary or otherwise). No structures may be erected by plot holders on the site without the permission of Hart Allotments except as identified below. No structure that requires planning permission from the Council will be permitted on site.

The sizes given below for sheds, greenhouses and polytunnels are given in imperial measurements. Small variations due to conversions from imperial to metric are permitted.

Sheds

If plot holders wish to have their own shed, these are permitted on condition that **written permission** is sought and given from Hart Allotments management committee before its erection. The application form which must be sent to the Secretary of Hart Allotments Limited is in the appendix. Please complete and submit the form for consideration.

Please note that the shed policies of Hart Allotments ensure tenants do not inadvertently breach the planning permission rules of Hart District and other local councils.

The rules regarding sheds on tenant's plots are:

1. The shed can be **no bigger than a 6' x 4' 'footprint'** (e.g. viewed from above) with height being proportional to these dimensions e.g. approx 6' high. **No part of the shed roof** may overhang outside of the tenants plot, e.g. not over a walkway, another plot, etc.
2. Extended roofs on sheds or 'Log-store' type sheds with an extended overhanging roof making the total 'footprint' bigger than 6' x 4' are **not permitted**, due to a requirement for planning permission.
3. Sheds must be situated in such a way that minimal shade falls on an adjoining person's allotment. (For the Pilcot site the preferable location is in the **middle** of the **south edge** of the plot {i.e. furthest away from the main entrance gate). If the plot in question is on the outer edge of the allotment site or adjacent to the central path then other placement may be allowable.
4. Please note adjoining neighbours (who may be affected by shade) may arrange local agreements between themselves. Applicants **must provide details of the provisional agreement** you have made with your adjoining neighbours. The name of the plot holder(s) and plot numbers concerned must be provided in the application form.
5. Adjoining sheds between agreeing neighbours are permitted (e.g. back to back/side to side etc) **as long as this arrangement does not impact on other neighbours** as noted above. The name of the plot holder(s) and plot numbers concerned must be provided in the application form.
6. When taking up a plot, **new tenants have the right to negotiate a new local shed placement agreement** and should discuss any shed placement issues with their neighbours. However, if a new tenant does not want to be part of a previous local agreement they have the right to ask for the shed to be moved
7. Glass substitutes (such as Plastic/Polycarbonate/Perspex) must be used for any window panes (if applicable). Glass window panes are not allowed on site.
8. Plot holders are restricted to one shed per plot.

¹ **Hart Allotments Ltd** is an Industrial & Provident Society Reg No 32194R



Housing of rabbits or hens

Although Hart Allotments discourages the keeping of rabbits or hens (see Livestock policy), buildings may be erected for the purposes of housing these animals. For the maximum size and positioning please see 'Sheds' above. Buildings constructed to house hens must be approved by the committee. Details of the construction to be used (such as layout/siting) will be required during the application process for approving tenants to keep livestock..

Small temporary structures

Small temporary structures such as cold frames, fruit cages are permitted without authorization, however, consideration needs to be given to their location so as they do not to impact upon neighbouring allotments. Small, low level polytunnels up to 1 metre high are permitted without obtaining written permission.

Greenhouses (with walls and a roof)

Glass greenhouses are not permitted on individual allotments.

Glass substitute (such as Plastic/Polycarbonate/Perspex) paned greenhouses are permitted on condition that they are no bigger than 6' x 4' and they are situated in such a way that shade does not encroach on an adjoining person's allotment at any time.

Polytunnels (Walk in style)

Walk in type polytunnels are permitted on condition that **written permission** is sought and given from Hart Allotments management committee before its erection. The application form which must be sent to the Secretary of Hart Allotments Limited is in the appendix. Please complete and submit the form for consideration.

Walk in type polytunnels are permitted on condition that they are:

- Made of clear or opaque plastic material and constructed according to the manufacturer's instructions
- Secured effectively to prevent damage to adjacent plots and plastic littering
- Sized so that they only cover **up to 25%** of the total size of the tenant's plot. (For information, the sizes for the different types of plot are: Standard plots - 120 sqm, Small plots – 60 sqm, Mini – 30 sqm)
- Not over a maximum height of 2 mtrs / 6' 7".
- Situated in such a way that minimal shade **and/or rain run-off** falls on an adjoining person's allotment. (For the Pilcot site the preferable location is towards the **middle** of the **south edge** of the plot i.e. furthest away from the main entrance gate). If the plot in question is on the outer edge of the allotment site or adjacent to the central path then other placement may be allowable.
- (Please note adjoining neighbours {who may be affected by shade} may arrange local agreements between themselves. Applicants **must provide details of the provisional agreement** made with the adjoining neighbours. The name of the plot holder(s) and plot numbers concerned must be provided in the application form.
- (Please note adjoining polytunnels between agreeing neighbours are permitted (e.g. back to back/side to side etc) **as long as this arrangement does not impact on other neighbours** as noted above. The name of the plot holder(s) and plot numbers concerned must be provided in the application form)
- When taking up a plot, **new tenants have the right to negotiate a new local polytunnel placement agreement** and should discuss any placement issues with their neighbours. However, if a new tenant does not want to be part of a previous local agreement they have the right to ask for the polytunnel to be moved.

Ponds

Open ponds (without wire mesh) are permitted on individual allotments where there is fence completely bordering the plot. Where plots are unfenced a strong wire mesh must cover the pond to prevent accidental tripping/drowning. On plots where



there is an open pond within the boundary, children must be supervised at all times. The maximum size of the pond must not exceed 1m x 1m.

Materials

For health and safety reasons only glass substitutes (such as polycarbonate, perspex or other alternatives) may be used in any permitted structures.

The Tenant shall not use any barbed or razor wire (or similar) for a fence on the Allotment Site

Water Butts

In line with the sustainability policy, Hart Allotments encourages plot holders to collect water to be used on sites. Individuals may position water butts on their allotment, however, they must be situated so that they do not negatively impact adjoining plot holders e.g. shade, overflowing of butts.

Composting Bins

In line with the sustainability policy, Hart Allotments encourages plot holders to compost green refuse. Individual plot holders may position composting bins on their allotments if desired. However, they must be situated so that they do not negatively impact adjoining plot holders e.g. shade.

Storage restrictions

Due to health and safety reasons, oil, fuel, lubricants or other flammable liquids must not be kept in any shed or temporary structure.

Similarly the storage of toxic substances/pesticides/weed killers must not be kept in any shed or temporary structure.

Condition

The tenant shall keep all sheds, and other structures in good repair and to the satisfaction of Hart Allotments.

Policy Implementation/ Enforcement

HA will appoint a member of the Management Committee to oversee this policy. Plot holders will be required to remove unauthorized buildings and structures from the site.



SHED/POLYTUNNEL APPLICATION FORM

TO BE COMPLETED BY APPLICANT

APPLICANT NAME	
PLOT NUMBER	
DATE OF APPLICATION	
PHONE CONTACT DETAILS	
EMAIL ADDRESS	
SHED OR POLYTUNNEL?	
DETAILS OF ANY LOCAL AGREEMENT WITH ADJOINING PLOT HOLDERS. THIS MUST INCLUDE NAMES AND PLOT NUMBERS AND DETAILS OF AGREEMENT REACHED	
DIMENSIONS OF SHED/POLYTUNNEL	
SHED/POLYTUNNEL CONSTRUCTION/COLOUR MATERIALS	

DIAGRAM BOX TO BE COMPLETED BY APPLICANT

Diagram showing proposed location of shed/polytunnel on plot and importantly an arrow pointing towards main gate end of field. If the local agreement field above has been completed you must include locations of surrounding plots in the diagram with plot numbers.

**Submit this form to the secretary of Hart Allotments Limited by email or post. Email address is Sylv.HAA@gmail.com
Postal Address is 126 Tavistock Road, Fleet, Hants. GU51 4EE**

TO BE COMPLETED BY HART ALLOTMENTS LIMITED COMMITTEE MEMBER(S)

DATE RECEIVED	
DATE REVIEWED	
APPROVED/NOT APPROVED	
DATE TENANT INFORMED	