

Information for Prospective Tenants.

To apply for a plot you may submit your contact details on this web site and they will be forwarded to trustees for allocation.

It is also possible to contact Mr Alan Dowell, who is on the site most weekends and he will allocate a plot. You are likely to find him on Plot 106.

However, it is advisable to contact him by email to: alandowell64@gmail.com or by telephone on **07711 207350** to arrange a suitable time to meet.

A list of available plots is held in the Association Store and a number of plots have 'VACANT' notices on them. Half plots are generally designated M, C or B. **M** being those next to "**Middle Walk**" the central pathway. **C** being those adjoining **Corporation Street** and **B** being the **Back** plots on the Smallman Street and Prospect Road side of the site.

The site is arranged in three blocks. Coming from Prospect Road, **Block A** covers the gardens on the right of the main walkway and **Block B** covers the gardens on the left. **Block C** is the group of gardens at the top of the site, accessed from the top gate. A site map is available in the Store.

Plots vary in size and quality, so it is important that prospective tenants select ones that are appropriate to their needs and abilities to work them. We do not advise new tenants to take on more than a half plot. These are larger than the full plots on most allotment gardens.

Half, quarter and starter plots are available and current prices are given elsewhere on this web site. Rents run from 1st October for 12 months, but tenants starting after 1st July will pay half price for that year.

Plot condition varies from 'well worked and recently vacated' to 'fully overgrown'. It is possible to request that the plot is mowed, rotavated, or cleared before undertaking the gardening. Should you require this service please contact Mr John Morley on the site for a quote.

Some plots have sheds available and these too vary in condition. The trustees cannot afford to replace sheds, but tenants are permitted to supply their own, subject to size restrictions and approval from the trustees. Any greenhouses or polytunnels must not contain any glass.

All tenants are required to complete a Tenancy Agreement, giving their contact details and authorisations. They are also required to accept the conditions of the By-laws that govern the site. A specimen Tenancy Agreement is shown below.

Site access is from Prospect Road and Cambridge Street via pedestrian gates, or vehicle gates secured by combination locks. The pedestrian gates are open all during the day, but anyone bringing a vehicle on to the site must secure the gate after entry or exit.

We hope you found this information useful and look forward to you joining the Coton Fields Community.

Trustees of the Stafford Freeman's Allotments

Tenancy Agreement *Revised September 2019*

Plot No & section		
Surname		
Title		
First name		
Address (line 1)		
Address (line 2)		
Address (line 3)		
Town		
Post Code		
Email Address		
Home Phone No.		
Mobile Phone No.		
Plot Shared with:- Name(s)		
Notes		

<i>Please tick as appropriate</i>	YES	NO
I am a sworn Burgess of the Borough of Stafford.		
I have received a copy of the current By-Laws and accept them as a condition of my tenancy.		
I agree that the charity "Stafford Freeman's Allotments Trust" may claim Gift Aid from my rent. I am a UK taxpayer.		
I permit "Stafford Freeman's Allotments Trust" to submit my details to the 'National Society for Allotment and Leisure Gardeners', (NSALG), in connection with services and insurance provided.		

Signed: _____

Date: ___ / ___ / 2019

To be completed by person allocating plot.

Rent of £_____ has been paid until 1st September 2020 for the above plot(s).

Receipt No. _____

Signed on behalf of the Trust: _____ Date: ___ / ___ / 2019