

Highgate Allotment Association Guidance Note

Re: Allotment Lettings

One allotment garden - Clause 3 of the revised lease with Haringey (Introduced in 2012) limits the number of plots per tenant or pair of joint tenants to one 'allotment garden'.

Immediate Family - Clause 6 of the lease with the council allows a spouse, partner or child of an existing tenant to take over a plot as long as they have been cultivating it adequately for a reasonable period of time with that relative. In such circumstances the committee must be informed in writing by the plot holder or family member of such a change and will make a recommendation to the council. Requests should be addressed to the Committee Secretary at highgateallotments@outlook.com and will require the completion of a new tenancy application form.

Helpers and Friends - are permitted to assist the plot holder. Names of helpers and friends may be added to tenancy details managed by the council, in the capacity of 'co-workers'. There is no entitlement for 'co-workers' to take over a plot from the official tenant. To register a co-worker send request to the HAA Committee at highgateallotments@outlook.com.

Waiting List - Application forms may be obtained from the web site www.highgateallotments.org – the list is managed by the Waiting List Officer who is appointed annually by the HAA Committee. New applicants are added in date and time order and the waiting list can be viewed on the web site homepage..

Lettings - Lettings are managed by the Lettings Officer who is appointed annually by the HAA Committee.

Probationary Tenants - After a probationary period of three months the committee may or may not recommend to Haringey the acceptance of a probationer/new tenancy subject to adequate cultivation and maintenance of the plot. In exceptional circumstances the probationary period may be extended in agreement with the council for a further three months.

Probationer Support Officer - Probationer tenants are supported during their three month probationary period by probationer support officers who are appointed annually by the HAA Committee.

Plot Swap - The HAA Committee will consider a request by existing plot holders, with good records of cultivation, having been a tenants for at least two years to swap plots of the same size if both are in agreement. Or, to move to a vacant plot of similar size. Requests should be made to the HAA Committee at highgateallotments@outlook.com.

Committee Meetings - the committee reviews the waiting list, status of lettings, probationary tenant progress and terminations at committee meetings which are held about every two months.

If you have any questions on this or any other matter, committee members will be pleased to discuss or assist or email highgateallotments@outlook.com