

Dear HBC Allotment holder

As you may know Terry Drinkwater, Parks & Open Spaces Manager has now taken on responsibility for all of our allotment sites. On taking up this responsibility, Terry wanted to first review all existing custom and practice associated with allotments and visit all of our sites.

At the Site Secretaries online Teams meeting in May 2021, Terry informed those present (virtually) that he intended to carry out this review and share the outcome with all tenants.

Terry has now completed this review and would like to share with you below his recommendations and suggestions for improvements. We welcome your comments on these changes, please send to tdrinkwater@hastings.gov.uk

Allotments Action Plan 29th September 2021

1. Site Secretaries meetings to be twice yearly, Jan/Feb and Aug/Sept. The next Site Secretaries meeting to take place (virtually) in Jan/Feb 2022, proposed dates to be circulated.
2. Cultivation Inspections; HBC to carry out 1 fixed time inspection of plots in Oct/Nov with notification to Site Secretaries where appropriate.
3. In addition to the Oct/Nov inspections, HBC to carry out random cultivation plot inspections throughout the rest of the year, these will be ad-hoc and without notice.
4. HBC to coordinate clearance of rubbish/waste from plots and wider site in priority order (worst first), using voluntary labour with HBC to provide skips, PPE, waste bags etc.
5. All allotment sites to be inspected by HBC Parks Team for Grounds Maintenance (GM) review. GM specification for each site to be checked and, where necessary, to bring in to contract improvements to problem areas and boundaries. Site representatives or tenants can input in to this GM review by sending your comments to Parks@hastings.gov.uk
6. Clive Read, HBC Officer, will check on the performance of our contractors' GM works on each allotment site as part of his regular site visits.

7. All sites will have a condition survey of outbuildings on HBC common land to include their Health & Safety condition and to take appropriate action where necessary to make safe or remove.
8. HBC to work with site representatives and tenants to create an environmental plan, providing guidance for tenants on the use of chemicals on our sites and plots and to deter the use of non-environmentally friendly products and practices.
9. HBC to update and promote regularly the council's website information for all allotment tenants. Notes of the Site Secretaries meetings, waiting list update and progress on works and budget spend plan will be included – click on link.
https://www.hastings.gov.uk/parks_gardens_allotments/allotments/
10. HBC to carry out pre tree works inspection as per the 5 year programmed tree works. The agreed sites for 2021-2022 are Collier Road, Choice & Tivoli.
11. HBC to carry out a review of its administrative plot/tenancy allocation process.