



# Andover Town Council

To **approve** a recommendation from the Allotments Committee to amend a clause in the Rules & Regulations.

Item No.  
**20**

**Produced for:** Full Council

**By:** Town Clerk

**Date of Report:** 18 Apr 2024

**Proposer:** Cllr K Hughes

**Seconder:** Cllr E Reynolds

## Proposal:

To **approve** an amendment to the rules and regulations as per below: (minute no. AC 260/04/24)

3.1. **Annual Rent and Tenancy Agreement** 3.1.1. To pay the Annual Rent for an Allotment Plot in full in one annual payment, within 28 days of receipt of an invoice from the Council in accordance with the Tenancy Agreement.

3.1.2. Refunds of Annual Rent (or pro-rated portions thereof) will only be offered in the following circumstances:

3.1.2.1 A Tenant has died, and all the following are also true:

3.1.2.1.1 The tenancy was either solely held by the tenant, or jointly held with a spouse who wishes to surrender the plot immediately following the death.

3.1.2.1.2 The plot, buildings and other items have been left in an acceptable condition as required by other parts of these rules and regulations at the date that the Council are notified of the death and the wish to surrender the tenancy.

3.1.2.1.3 Any pro-rated rent calculation for the remainder of the tenancy year is greater than £10.00.

3.1.3. The Council reserves the right to amend the amount of rent payable.

3.1.4. Notice of any change to the rent or Tenancy Agreement will be given before the 6th April or after 29th September.

3.1.5. Occupancy of the Allotment Plot will only be permitted once payment has been received and Tenancy Agreement signed.

## Considerations:

All other parts of the Rules and Regulations must be complied with in order to benefit from a pro-rata refund.