

# Policy – Allotment Waiting List

---

1. There is only one waiting list. It is possible to state if you only wish to consider one allotment site such that you are only offered plots from that site.
2. As per the terms and conditions
  - a. there is to be only 1 allotment site per household when there is such a large waiting list. This may be amended if the waiting list were to reduce dramatically.
  - b. residents can only go on the waiting list if they live within the parish.
3. If there is a vacant plot it will be offered to the next 3 people on the list. They will be dealt with on a first come first served basis. People are contacted by letter, email and telephone where possible.
4. If there are several vacant plots at any onetime e.g., 2 plots, then 6 people will be contacted at the same time to come and review the sites.
5. Residents will be allowed 2 opportunities to turn down vacant plots, on the third occasion they will be asked to take the plot or will be moved to the bottom of the list.

The aim of this process is to get people on the plots as soon as possible to avoid them becoming overrun with weeds in the growing season. Plots normally become vacant because people are not cultivating them effectively and hence are already in a poor state when the plot holder leaves, quick turnaround of people is essential.