



# Horley Town Council

## Frequently Asked Questions

<b>Question</b>	<b>Answer</b>																								
<b>What do I have to do to get an allotment?</b>	<p>Visit: The Council Offices, The Albert Rooms, 92 Albert Road, Horley, RH6 7HZ            Telephone: 01293 784765            Email: <a href="mailto:allotments@horleysurrey-tc.gov.uk">allotments@horleysurrey-tc.gov.uk</a></p> <p>Please provide your full details (name, address, postcode, phone no. and contact email) stating which site you are interested in.</p>																								
<b>Where are the sites?</b>	The Council is responsible for 2 allotments sites in the area; Church Road (Sangers Drive) and Langshott (Ladbroke Road).																								
<b>Is there car parking?</b>	Yes. There is car parking at both sites, although this is limited.																								
<b>Is there a waiting list?</b>	<p>Yes, there is currently a waiting list for both sites. When you decide which site suits you best the Council will place you on the waiting list and you will be notified when you reach the top of the list.</p> <p>The Council cannot provide waiting times for an allotment plot.</p>																								
<b>How much will it cost me?</b>	<p>For the year 2023-24 (effective 6<sup>th</sup> April), the charges are as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;"><b>Church Road Allotments</b></th> <th colspan="2" style="text-align: center;"><b>Langshott Allotments</b></th> </tr> <tr> <td colspan="2" style="text-align: center; color: red;"><b>Year runs from 1 Feb to 31 Jan</b></td> <td colspan="2" style="text-align: center; color: red;"><b>Year runs from 1 May to 30 April</b></td> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Full Plot</td> <td style="text-align: center;">£ 61 per annum</td> <td style="text-align: center;">Full Plot</td> <td style="text-align: center;">£ 55 per annum</td> </tr> <tr> <td style="text-align: center;">Half Plot</td> <td style="text-align: center;">£ 36 per annum</td> <td style="text-align: center;">Half Plot</td> <td style="text-align: center;">–</td> </tr> <tr> <td colspan="2" style="text-align: center;">Registration Fee</td> <td colspan="2" style="text-align: center;">Registration Fee</td> </tr> <tr> <td colspan="2" style="text-align: center;">£ 15</td> <td colspan="2" style="text-align: center;">£ 15</td> </tr> </tbody> </table> <p style="text-align: center;"><i>Charges are subject to change at the start of each tenancy year.</i></p>	<b>Church Road Allotments</b>		<b>Langshott Allotments</b>		<b>Year runs from 1 Feb to 31 Jan</b>		<b>Year runs from 1 May to 30 April</b>		Full Plot	£ 61 per annum	Full Plot	£ 55 per annum	Half Plot	£ 36 per annum	Half Plot	–	Registration Fee		Registration Fee		£ 15		£ 15	
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<b>How big is the plot?</b>	<p>A full size plot at Church Road is 125m<sup>2</sup>            A half size plot at Church Road is <i>approximately</i> 62.5m<sup>2</sup>            A full size plot at Langshott is 62.5m<sup>2</sup></p>																								
<b>Do I have to live in Horley to qualify for an allotment plot?</b>	Yes.																								
<b>What sort of facilities does the site have?</b>	All of our sites have water taps, for which there is no extra charge. The site at Langshott has a toilet block. There are no toilet facilities at the Church Road site. The Langshott site now has a communal manure pen, which is available for all tenants to utilise for a small cost.																								

<b><i>Is there any guidance on looking after it?</i></b>	Download our top tips for Allotment holders, for tips and hints on looking after your new plot. You can also refer to the Rent Agreement.
<b><i>Are there rules on things I can and can't do on the allotment?</i></b>	You are expected to maintain your plot in a good condition at all times and there are regular inspections to ensure this is done. The Tenancy Agreement contains a list of things you are expected to do as well as restrictions on certain activities.
<b><i>Can I put a shed on my plot?</i></b>	<u>With the prior approval of the Council</u> , you may erect one of the following: a polytunnel of maximum dimensions 10ft x 15ft, a polycarbonate or plastic greenhouse (no glass) of maximum dimensions 8ft x 6ft or a prefabricated shed of maximum 6ft x 4ft. Small storage containers for tools and "fruit cages" are permitted. Only <b>temporary fixings</b> shall be used for any structure.
<b><i>What happens if I can't look after it as much as I'd hoped?</i></b>	If at any time the regular plot inspections find that your plot is below the expected standard the Town Council will contact you to advise you of this, ask you to put it right and tell you how long you have to do so. If you still find yourself unable to comply at the end of this time then you will be asked to give up the plot.
<b><i>Can I pass it on to a friend to look after for me?</i></b>	No. The plot is allocated to one person within a household and sub-letting is not permitted.
<b><i>If I already have a plot, can I have another one?</i></b>	No. Due to the extensive waiting list, vacant plots will be allocated to the waiting list.