

Biddulph Town Council



ALLOTMENT STRUCTURES FORM

July 2022

INTRODUCTION

- i. You will need to complete an application for every structure you wish to erect on your plot. Try to provide as much detail as possible to help your application. Your application will be considered by the Council to see if the proposed structure meets all the requirements. If there are any issues you will be contacted.
- ii. Ensure you read and fully understand this document. You must wait for written permission before erecting any structure.
- iii. No new shed/greenhouse may be constructed until arrangements have been agreed in writing with the Council for the subsequent removal of any existing sheds/greenhouses on the same allotment garden.
- iv. Structures are normally built from new. However, it may be possible to build your structure from recycled / alternative materials. The details of the materials used should be included in your application.
 - The base or foundation onto which the structure is to be placed should not be of permanent construction (e.g. poured concrete).
 - Sheds should be of a robust wooden construction, treated with wood preservative. Metal (factory produced) sheds are permitted.
 - All sheds should be painted in a colour sympathetic to the surroundings.
 - The shed roof shall be of felt or metal sheeting.



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- v. At all times your structure should:
- be water tight;
 - be of sound construction;
 - be neat and tidy;
 - have all corners/edges rounded to prevent injury (where appropriate);
 - be to the agreed size and shape; and
 - be adequately secured to prevent being toppled in winds.
- vi. Sheds and greenhouses may include provision for rain water collection from the roof.
- vii. Regular inspections take place, and we reserve the right to remove any unsafe structure.
- viii. From time to time sheds, greenhouses and poly tunnels attract unwanted visitors.

We recommend that you do the following:

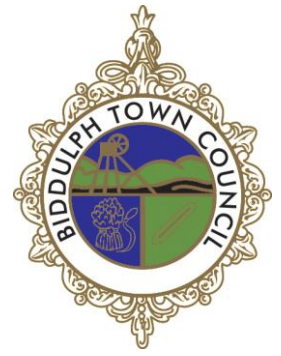
- Ensure your structure is robust.
 - Never leave anything of value on site.
 - Mark your tools and property by etching them or use a marking liquid or UV pen.
- ix. The Council shall not be liable for any loss or damage to structures or property on your plot.
- x. The base area of the structure should not exceed the dimensions of 6 feet by 4 feet as specified in the Lease. No structure may be constructed that exceeds 7 feet in height at any point without the prior written consent of the Council.
- xi. The structure should be set back at least two feet from the edge of any path marking the boundary with adjacent allotment gardens, and at least two feet from the boundary of the site. No shed/greenhouse may be constructed adjacent to the boundary of the



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site, except where the view from the adjacent property is already obstructed by a fence or hedge, without the prior written consent of the Council. Glass adjacent to paths should be safety glass or protected by some form of barrier to avoid accidents.



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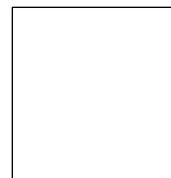
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APPLICATION

I wish to apply for permission to erect the following structure on plot



At site



and agree to maintain it in good repair.

On the termination of my tenancy I will remove the structure or transfer the ownership and responsibility to the next tenant.

DESCRIPTION

Please circle the relevant information: Greenhouse / Shed

Age of Structure: New/ _____ years old

What materials is it made from:

Walls: _____

Roof: _____

Floor: _____



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Sketch of Proposed Structure:

Dimensions:

Length

Doors

Width

Windows

Overall height



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Position of Proposed Structure:

Please show the proposed position of the structure within your plot, and in relation to the adjacent plots:

Plot _____

My Plot

Plot _____

Signature of Applicant _____

Date: _____

Please wait for a reply granting permission for the structure to be erected before commencing work.



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