

Biddulph Town Council



ALLOTMENT STRUCTURE APPLICATION

January 2025

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. Other Tenants can give advice. Your application will be considered by the Council to see if the proposed structure meets all the requirements. The Council has the overall decision with regard to the acceptability of the proposed structure. 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/polytunnel may be constructed until arrangements have been agreed in writing with the Council for the subsequent removal of any existing sheds/greenhouses/polytunnels on the same allotment plot.
- 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.



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire Moorlands ST8 6AR

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- All sheds should be painted in a colour sympathetic to the surroundings.
 - The shed roof shall be of felt or metal sheeting.
- 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 polytunnels 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 a shed should not exceed the dimensions of 6 feet (1.83 metres) by 4 feet (1.22 metres). The base area of a greenhouse or polytunnel should not exceed the dimensions of 6 feet (1.83 metres) by 8 feet (2.44 metres). No structure may be erected that exceeds 7 feet (2.13 metres) in height.



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- xi. The structure should be set back at least 2 feet (0.61 metres) from the edge of any path marking the boundary with adjacent allotment plots, and at least 2 feet (0.61 metres) from the boundary of the site. No shed/greenhouse/polytunnel may be constructed adjacent to the boundary of the 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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I wish to apply for permission to erect the following structure on plot

(add plot number)

At site

(add Park Lane or Moorlands Road)

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 / Polytunnel

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 _____

Signed Applicant:Date:.....

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

For use by Biddulph Town Council

Approved by: SignatureDate:.....



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