

STOTFOLD TOWN COUNCIL



Stotfold: Norton Road and Common Road Allotment Sites

ALLOTMENT APPLICATION FORM

To apply for an allotment plot you should be a permanent resident within the parish of Stotfold, and aged 18 or over. Stotfold residents will have priority, although applicants from nearby parishes will be considered.

Waiting list position and waiting times

Unfortunately, we are unable to inform applicants of how long they can expect to remain on a waiting list before they are offered a plot. Allotments usually become available as a result of a tenant relinquishing a plot or if a tenancy has been terminated. As such, it is not possible to accurately predict how many plots may become vacant during any given period. We ask you to be patient whilst waiting for a plot to become available, once you reach the top of the waiting list and a plot becomes available you will be contacted by a representative of Stotfold Town Council.

Please make sure that you notify us of any change of address or other contact details so that we can contact you.

Information for applicants after joining a waiting list

- It is the responsibility of the applicant to keep Stotfold Town Council informed with up-to-date contact details.
- Applicants who cannot be contacted due to incorrect contact details will be removed from the waiting list.
- A reasonable number of attempts will be made to contact an applicant. If an applicant does not respond to invitations to view plots they will be removed from the waiting list.
- If an applicant views and rejects two available plots they will be moved to the bottom of the waiting list.
- If you are sent a tenancy agreement for an allotment plot and you do not return a signed copy of this within two weeks of receipt, you will be deemed to have refused the offer of the plot and your name will be removed from the waiting list.
- Joint applications will be considered on an application basis.

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If you wish to apply for an allotment plot please fill in the application form below. Questions marked with an asterisk (*) must be completed.

Allotment Application Form

Plot Size*: Full ___ Half ___ Quarter ___ (*Norton Road only*)

Allotment site*: Common Road ___ Norton Road ___ No Preference ___

Title*: _____

Name*: _____

Full Postal Address*: _____

Postcode*: _____

Telephone Home*: _____

Mobile*: _____

Email*: _____

Date of birth*: _____

I agree that my details may be held by Stotfold Town Council for use in dealing with the Allotments. I understand my details will be held during the application process and whilst I hold an Allotment. I understand that my details will be deleted by the Stotfold Town Council, should I not pursue my application.

Signature*: _____

Please return your completed application form to: enquiries@stotfoldtowncouncil.gov.uk