



## CRANLEIGH PARISH COUNCIL

### **Allotment Sheds Policy** **September 2019**

#### **Policy**

Waverley Borough Council has confirmed that planning permission is not required for temporary allotment sheds that meet the following requirements;

- Shed size 6' x 4'.
- Mounted on non-permanent base, e.g. railway sleepers
- Is easily removable.

#### **Conditions**

- The precise location of the shed on the plot will be at the discretion of the Grounds Manager taking into account ground conditions, and locations of other sheds on plots to avoid overshadowing plots.
- The plotholder will be responsible for shed security.
- Maintenance responsibility lies with the plotholder.
- Sheds will remain on site as long as they are adequately maintained.
- Unsafe or poorly maintained sheds will be removed if the plotholder fails to make repairs after notice.
- The Council accepts no liability for loss, damage or theft from allotment sheds.
- Permission in writing must be sought from the Parish Council prior to installation of the shed using the form in Annexe 1.

September 2019

**Policy Review Date: April 2022**

**Annex 1**  
**Allotment Shed Permission Form**

Please complete, print and return to: Cranleigh Parish Council, Council Office, Village Way, Cranleigh, Surrey GU6 8AF

**Section A**  
**Your Contact Details**

Name .....

Address .....

Telephone .....

E-mail .....

**Section B**  
**Your Allotment Plot**

Allotment Site          Beryl Harvey/Elmbridge          (Please circle)

Your plot number.....

**Section C**  
**Requested Location**

Please specify your preferred location for the shed below:

I would like my shed to be installed on my plot in the following location:

.....  
.....

Please include a map or photograph of the preferred location.

I hereby wish to apply for permission for the installation of an allotment shed on the plot specified in section B at the location specified in section C and agree to abide by the Parish Council's Allotment Sheds Policy. Failure to abide by this policy may result in the termination of permission and removal of the shed by the Parish Council.

Signed: \_\_\_\_\_  
PLOTHOLDER

Date: \_\_\_\_\_

Cranleigh Parish Council cares to ensure the security of personal data. This is done through appropriate technical measures and relevant policies. Data is kept for the purpose it was collected for and only for as long as is necessary. (See our Privacy Notice & Retention Policy online at: [www.cranleigh-pc.gov.uk](http://www.cranleigh-pc.gov.uk) for further information)