



## STAPLEFORD TOWN COUNCIL

Date.....

Dear.....

### **RE: Warning of Notice to Quit, Plot Number....**

We inspected your plot on ..... and found no improvement/very little change/insufficient improvement/that you have not carried out the improvements you promised ....., and your plot is full of weeds/remains uncultivated. This is undermining the efforts of other plot holders because of the spread of weeds/ pests and diseases/ the poor visual appearance of your plot. The Council has asked me to write to you in the strongest possible terms.

You should be aware that we have a long waiting list for plots and that it is the responsibility of The Council to ensure that plots not suitably managed are re-let, in order to maintain a well managed allotment site.

I must remind you that your tenancy agreement requires you to both cultivate your plot and keep it free of weeds. As you are experiencing difficulties, I advise you to give up your plot immediately and return your gate key to a member of staff at the Town Hall. If you choose not to, I expect to see substantial improvements within .... weeks. I expect the whole plot to be free of weeds and at least partially cultivated with obvious plans for the rest of the plot.

A final inspection will take place in .... Weeks. If progress remains unsatisfactory, I will regrettably have to serve you with a Notice to Quit. I must remind you that if this happens, The Council may require you to pay someone to clear your plot or we may arrange the same and charge you for the cost of the work.

May I remind you that if you are served with a Notice to Quit, you will not be able to rent another allotment plot in Stapleford.

If you have any queries regarding this Notice to Quit warning, please contact me at:

Stapleford Town Council  
Carnegie Civic & Community Centre  
Warren Avenue  
Stapleford  
Nottingham  
NG9 8EY  
Email: [town.clerk@stapleford-tc.gov.uk](mailto:town.clerk@stapleford-tc.gov.uk)  
Tel: 0115 9391818

Yours sincerely

Sabrina Doherty  
Town Clerk