|  | Mrs L Brownjohn (Hon Secretary)  51 Beehive Hill  KENILWORTH  CV8 1BY  Tel: 01926 855291  Mob: 07768 525007  Email: lilybrownjohn@btopenworld.com |
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Dear

Welcome to Kenilworth Allotment Tenants’ Association (KATA) - we are a friendly organisation, comprising of three allotment sites spread out over Kenilworth, the Odibourne site, which celebrated its 100th birthday in 2019, Spring Lane and Beehive Hill sites.

We play a big part in the Kenilworth community supporting town events including the Lions Show in the Abbey Fields. An annual Open Day takes place in August showcasing the Odibourne site and raising awareness of allotment growing and we make a donation to the Mayor’s charities (which vary every year), as well as adding to our own funds. The Beehive Hill site participates in the Kenilworth Open Gardens each year in support of the National Gardens Scheme charity fundraising. As well as many events and competitions throughout the year we hold a Presentation and Social evening with a buffet in November and invite the Town Mayor to present the cups and trophies. A yearly calendar is circulated by email and details are also posted on the noticeboards at the start of the year.

The rent you pay goes towards the day to day running costs of the Association, ie rent to the Town Council, water bills (we are metered), insurance and general maintenance of the sites, etc. All tenants become members of the National Allotment Society which has a very good website at [www.nsalg.org.uk](http://www.nsalg.org.uk) with helpful gardening information, a quarterly magazine and e-newsletter. To access the ‘members area’ please use our password and log in details: nsalg12 and b3888. Any additional revenue we raise helps us to improve our sites and purchase equipment which may be hired from our Odibourne shop.

We are also on Facebook and have our own excellent and easy to navigate website at [www.kenilworthallotments.org](http://www.kenilworthallotments.org) which also has details of the goods available to purchase from our shop.

Our rent period runs from September to September and at September 2023 rent is £32pa for Odibourne plots, £42pa for the larger Spring Lane plots and £27pa for the smaller plots at our Beehive Hill site; rent is reviewed annually and increases in running costs must be passed on. Ample notice is given via the newsletter and notice boards on all sites regarding payment of rent. A £5 surcharge is automatically imposed if the deadline of 29th September is not met. When rents are paid, catalogues from ‘Kings Seeds’ are available enabling us all, as members of the National Allotment Society, to purchase Kings Seeds at virtually half the retail price, we also benefit by a percentage refund on the total of our order, which helps the Association funds.

The management of all three sites is carried out by a voluntary committee from amongst our tenants who meet regularly to discuss any business, maintenance, finances, coming events, or any problems that may arise. **It is essential that you familiarise yourself with the Tenancy Agreement and Allotment Rules with which you have been provided and which are also available on the website.**

Please note that from the start date of your Tenancy Agreement you have a three-month period in which enforcement for non-cultivation is not applicable. After this time, you may receive a letter giving one month’s notice to remedy if satisfactory progress towards at least 75% cultivation of your plot, by the end of your initial 12 months, is not observed. With demand for allotment plots being so high it is important that those fortunate to have one make full use of the plot, therefore regular inspections take place.

There are opportunities for you to get involved with the allotment community by volunteering at the Odibourne shop or taking part in some of the working parties which are needed for tree pollarding and site maintenance. Trees bordering the sites and Finham Brook are under the jurisdiction of Warwick District Council and must not be pruned unless permission is granted, if in doubt ask me or any committee member.

If you have any queries which may not have been covered, please do not hesitate to give me a call on any of the above numbers. On behalf of the KATA Committee, I wish you a successful and enjoyable Allotment experience.

Yours sincerely

LILY BROWNJOHN (ALLOTMENT SECRETARY FOR KATA)