



The Patch Allotment Association

Patch Allotments
Newport Road
Woughton on the Green
MK6 3BS
Email: allotments@oldwoughton.org.uk

PATCH ALLOTMENT DISCIPLINARY PROCEDURES

Most of the procedures are base around/upon the terms and conditions of tenancy.

First stage is normally a verbal communication by & or with a serving committee member.

Second stage will be a written warning. Tenants may move to this stage as a result of a plot inspection where it is deemed a letter should be sent regarding the condition of the tenants plot.

Third stage Final formal written warning. This will be issued to any tenant who in the view of the management team has committed a serious breach of the T's & C's.

Fourth stage Termination of tenancy. This will be the final action if breaches of T's & C's continue, or a very serious offence has taken place.

At each stage the serving management team will investigate the allegations and decide on the suitable action. The tenant or complainant will be offered the opportunity to present their view of the issue.

At any time depending on the severity of the complaint/breach of T's & C's the management team reserve the right to skip lower levels of this process.



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The final Fourth Stage (Termination) shall be taken by the whole sitting committee after hearing the case presented by the management team. The termination notice will be issued in writing to the "Tenant" and be immediately enforceable. No compensation will be payable and any tools and or equipment owned by the "Tenant" shall be removed from site A.S.A.P.

Or the committee will remove any such items to safe storage for a short time until said tenant can collect and remove them from site.

