



# Harwich Town Council Allotments



## Clearance Re-charges

Has the allotment been left in a condition deemed unsatisfactory by HTC?

No

Begin new tenancy (1)

Yes

Is the prospective tenant willing to take the plot on its current state?

Yes

Begin new tenancy, but award one year's rent FREE to new tenant and charge vacating tenant £25 per rod for entire plot (2)

No

Does clearance require a contractor?

Yes

Charge the vacating tenant the cost of clearance following invoice of the contractor (3)

No

Arrange for HTC Estate Supervisor to clear, e.g. excessive weeds, minimal rubbish, and charge £25 per rod for entire plot that is being cleared (4)

### Options

- 1 - No further action
- 2 - £25 per rod charged to vacating tenant
- 3 - Contractor cost recharged to vacating tenant
- 4 - £25 per rod charged to vacating tenant