**JAN 2024 NOTICE OF CONCERN**

PHOTO/S

**Plot inspection Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Plot No\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
|  | / X | **Comments & Targets for improvement** |
| **Active Cultivation**: how much is actively being used for growing approx. %  (75% expected) |  |
| **Weed free**?  Areas needing work in comment. Affecting other plots? |  |  |
| **Path** mown and clear of obstructions, branches etc & free of trip hazards? |  |  |
| **Safe** – free of rubbish, plastic, glass? Are structures safe?  Any fire hazards? H&S issues? |  |
| Is it **free of** collections of unused “stuff” e.g. pallets, piles of unused wood, metal, plastics etc. Non gardening materials? |  |
| **Other** |  |  |

As per the Halls Farm Site Rules and Conditions of Tenancy

The plot is in good order and looks fine. No further targets have been set for this plot.

**Yellow Notice of Slight concern.** The plot needs to be worked on please see the

targets to meet - they are highlighted in the comments. Plot will be reinspected in 4 weeks.

**Amber** **Notice of Serious Concern.** The issues highlighted above need to be worked on

Urgently before the next inspection in 4 weeks. Significant improvements need to be made and

the targets met. Let us know if there’s a problem the Committee do not know or may be

able to help with. We want you to be successful and enjoying the plot. We will need to meet with

**RED** **Notice of Urgent Concern.** You need to be aware that if you do not improve your plot as shown in the written targets within 4 weeks, you will receive a final notice to quit, your tenancy will be cancelled, and you must leave the site. Please contact the Committee to discuss targets if you haven’t already sent in a plan or organised a meeting. We want you to be successful in meeting the standards needed so you can remain on site.

**Reinspection date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Secretary on behalf of HF Committee**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email/post to plot holder