

Grove Allotments Audit Tool

Plot Holders Name		Date of Audit	
Name/s of Auditors		Plot Number	

	No Issues	Some Issues	Significant Issues
Site is clear of rubbish and/or debris?			
Sheds and/or outbuildings are in good state of repair?			
Ponds or open water are covered?			
Paths around plot are well maintained?			
Whole plot is cultivated, free from weeds and well maintained?			
Plot markers are visible and readable?			
Any (agreed) fencing around plot is well maintained (as tenancy agreement)?			
Any (agreed) hedges around plots are maintained (as tenancy agreement)?			
Plot is used for edible vegetables, fruit and flowers and is not used as a garden or for any other use. No trees have been planted?			

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Sheds, tool houses or greenhouses etc do not exceed the size agreed (as lease)			
Chemicals, flammables, pesticides, poisons or toxics are not stored on site?			
Any manure/green waste/ composting sites are well maintained?			
	No Issues	Some Issues	Significant Issues
No livestock, bees or poultry on site without separate agreement?			
Good livestock husbandry evident; clean water, food, well maintained, no evidence of injury or disease as guidelines?			
Greenhouses are intact and in a good state of repair with no broken glass?			
Tenancy agreement is signed, returned and all monies paid?			
Any concerns around behaviour or complaints about plot holder? Plot holder is a 'good neighbour'?			
Any other issue not covered above?			

Any Action/s Required: Reference Tenancy Agreement

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Follow Up Audit Required:	Yes	No	Recommend One Month Termination Letter?	Yes	No
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Confirm Audit Discussed and Shared with Plot Holder:	By Who?	Date?
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