



Town Clerk: Miss Joy Norris MSc ACIS

The Town Hall, 1 High Street, Cullompton, Devon, EX15 1AB
town.clerk@cullomptontowncouncil.gov.uk
01884 38249

ALLOTMENT APPLICATION FORM

There is a waiting list for allotments and this is maintained by the Council. If you wish to become an allotment tenant, please complete this application form and return it to Cullompton Town Council. On receipt of your application form your name will be added to the list. When you have reached the top of the waiting list you will be contacted by the Council with details of the available allotment.

Allotments are for residents living within the Parish.

The Council runs three allotment sites, two of which it owns and one for which it is the sole Trustee.

- **Tiverton Road (Burrow Field)** This site has water and the option of joining an Allotment Association. Annual rent starts from £20.00.
- **Top Field** This site has water. Annual rent starts from £25.00.
- **Hayman's Close** This site does not have water. Annual rent starts from £20.00.

Please note the Council currently only offer half plots.

Please indicate in the boxes below your order preference on the allotment sites with 1st, 2nd and 3rd.

Tiverton Road (Burrow Field) **Top Field** **Hayman's Close**

TITLE (Mr/Mrs/Miss/Ms/Other): _____

FULL NAME: _____

ADDRESS: _____

_____ **POSTCODE:** _____

HOME TEL NO: _____ **MOBILE NO:** _____

EMAIL ADDRESS: _____

FOR OFFICE USE ONLY:

Plot allocated:		Date:	
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Have you held an allotment before or do you have previous experience? YES NO

Are you an existing Town Council allotment holder applying for an additional plot? YES NO

If Yes: SITE _____ PLOT NO: _____

(First time tenants will have priority over those who already have an allotment)

SIGNED: _____ DATED: _____

You must sign and date this form to confirm that the details you have provided are correct to the best of your knowledge. **Note:** *If you do not respond within the stated time when offered a plot your name will be removed from the waiting list so please let us know, as soon as possible, of any change of your contact details.*

Please return your application form either by email admin@cullomptontowncouncil.gov.uk or post Cullompton Town Council, Town Hall, 1 High Street, Cullompton EX15 1AB.

PRIVACY NOTICE

Cullompton Town Council is the Data Controller under the new data protection law and will use the information you provide to process your application for an allotment plot.

The legal basis for processing this data is the necessity for processing a contract. We will keep your data until you have been allocated an allotment and for six years following the termination of your allotment agreement. Our contact details for any queries is The Town Hall, 1 High Street, Cullompton, Devon EX15 1AB

In addition to enabling the Town Council to manage this contract we will retain your data to contact you if required on matters relating to the management of the allotment site. If you consent to us contacting you, please tick the boxes below.

We will not normally share your information with organisations other than our partner organisations without your consent. However, there may be certain circumstances where we would share without consent such as where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations. Any information which is shared will only be shared on a need to know basis, with appropriate individuals. Only the minimum information for the purpose will be shared.

Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office <https://ico.org.uk/>

Information you provide will only be used for the stated purpose. Further information about the processing of your data can be found on our website at <http://www.cullomptontowncouncil.gov.uk/>

Please confirm your consent below. You can grant consent to any or all of the purposes listed. You can change your consent at any time.

KEEPING IN TOUCH

I would like to receive communications by:

email telephone post

VAT Reg No: 948 7241 86