TILEHURST PEOPLE'S LOCAL CHARITY

serving people in need, hardship and distress

in West Reading, Southcote, Holybrook, Calcot, Theale and Tilehurst

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VEHICLE ACCESS RULES — Supplementary Terms & Conditions for vehicle access to the Charity's Allotment Site

The Charity recognises that an authorised Plot-holder or a member of his/her family and household (or a co-Plot-holder in the case of a syndicate) may need to bring a vehicle onto the Allotment Site. This may be due either to his/her disability or restricted mobility (e.g. in the case of the 'KOG' Keep-On-Gardening plots) or, occasionally, in order to transport heavy equipment, materials or produce to/from his/her plot.

Vehicles must not to be brought onto the Allotment Site except as stipulated by the Allotment Garden Contract. The **Terms and Conditions of the Contract** include the following statements:

- Any Plot-holder needing to bring a Car or, exceptionally, a Light Goods Vehicle onto the Site should first apply to the Charity for permission.
- Where the Charity grants permission, this is strictly subject to the Plot-holder and any other driver(s) of the vehicle agreeing to abide by the Vehicle Access Rules. *[see below]*
- Any breach of the Rules will be treated as a breach of the Allotment Garden Contract.
- A fee must be paid (to act as a key deposit). All gate-keys issued by the Charity remain the property of the Charity and must be returned if required by the Charity or at Contract termination.
- The vehicle and its driver must both be 'street-legal'.
- The vehicle must not be left on the Site between sunset and sunrise, nor at any other time when the Plot-holder is not tending his/her Licensed Plot. Vehicles must be parked in a designated parking area whenever practicable and must not cause an obstruction or impediment to other persons or vehicles on the Site.
- After entering or leaving the Site, any pedestrian gate used must be shut and any vehicle gate used must be locked.
- A bicycle may be brought onto the Site but, for safety reasons, should not be ridden.

The **Vehicle Access Rules** given below act as supplementary terms and conditions of the Allotment Garden Contract. The Rules are set at the sole discretion of the Charity's Board of Trustees which reserves the right to revise and re-issue the Rules from time to time.

- Permission must be requested in writing (by email or letter) to the Charity's Allotments Manager. Where permission is granted, a gate-key will be issued on payment of a single fee. The key remains the property of the Charity at all times. The fee is set by the Charity and acts as a returnable key-deposit. The fee must be paid again if the Plot-holder requests replacement of a lost key and also if the Charity deems it necessary to change the lock(s) and all gate-keys for the Site.
- On receipt of the gate-key, the Plot-holder becomes an 'authorised key-holder' until such time as the Licensed Plot ceases to be held, or the key is no longer needed, or the Charity requires the return of the key. The authorised key-holder is to keep the key safe and not pass it to any other person.
- The authorised key-holder must return the key when vehicle access to the Site is no longer required. The key-deposit will be repaid to the Plot-holder if the returned key is in good usable condition.
- Subject to (a) sufficient space being available and (b) all the terms and conditions of the Allotment Garden Contract (including these Rules) being observed, the authorised key-holder is permitted non-exclusive use of the necessary vehicular gateway trackways and parking spaces on the Allotment Site during those daylight hours whilst on-site tending to the Licensed Plot.

Tilehurst People's Local Charity is the working name of Tilehurst Poor's Land Charity, a charitable trust founded in 1811, incorporating Wheat's Charity of 1731. Registered as a charity: Number 204048. Regulated by the Charity Commission for England & Wales. Registered address: P.O. Box 2802, Tilehurst, Reading, RG30 4GE. Website www.tplc.org.uk. Email for allotment matters – allotments@tplc.org.uk.

- The key-holder is permitted to bring only one vehicle onto the Site at any one time. The Charity reserves its rights to record and retain vehicle registration data in line with its Data Privacy Policy, and to take action for the immobilisation and/or removal of vehicle(s) left on its land between sunset and sunrise.
- Vehicular gates are to be kept securely locked by padlock and chain at all times except whilst an authorised key-holder is actively using the gateway. The authorised key-holder is not to allow any other vehicle to enter the site (e.g. by leaving the gate unlocked for longer than necessary) without first establishing that the driver of the other vehicle is also an authorised key-holder.
- Vehicle movement on the Allotment Site is subject to a **speed limit of 5 mph** at all times.
- Vehicles and their contents are brought onto the Allotment Site entirely at the risk of the vehicle's owner and/or driver. The Charity accepts no responsibility for any loss damage or injury involving any vehicle howsoever caused.
- A 'street-legal' vehicle must be registered, taxed, insured, in road-worthy condition and (subject to the vehicle age) have a valid MOT certificate.
- A 'street-legal' driver must have a valid driving licence for the vehicle and be in a fit condition to drive on the roads.

Revised June 2026

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