



Introduction

Tenants wishing to keep honey bees on their allotment must obtain approval from Abbots Langley Parish Council (ALPC). Approval is subject to the conditions detailed below. It should be noted that not every plot or allotment site will be in a suitable location for beekeeping and able to provide for adequate screening and distance from fellow plot holders. For this reason, the Parish Council (PC) recommends tenants considering beekeeping start by preparing a site plan in accordance with the conditions detailed below.

Pilot Program

An initial pilot program will be considered at a single allotment site upon receipt of the first beekeeping application. The pilot program will be used to determine the long term viability of allowing bees to be kept on ALPC allotments. *The pilot program will run for 12 (twelve) months from the approval of the application and can be revoked by the Parish Council at any time.*

Roll out of the program to other ALPC allotment sites would be conditional on the successful outcome of the pilot program. Prior to roll out to other sites, the council would designate one ALPC allotment site to remain hive free to accommodate new allotment applicants allergic to honey bee stings. If the pilot program is revoked, a notice for the removal of hives during the next winter season would be issued.

PROCEDURE

Allotment Bee Keeping Application Process

Step 1: Potential beekeepers must consult the local beekeeping association and prepare a site plan for their plot detailing the planned location for the hive(s) in line with the *Siting of Hives* conditions detailed below.

Step 2: Beekeepers submit an application to the Parish Council (see *Appendix 1* below for details) for consideration and inform fellow plot-holders of the application (see *Consultation* section below for details).

Step 3: The Parish Council will review the application and supporting documents. Following the consultation period, the Parish Council will decide at the next Leisure Committee meeting whether the plot-holder will be granted permission to keep bees. The Committee's decision is final.

Step 4: Once permission has been granted and hives are ready to be installed, Parish Council officers will complete a risk assessment and advise the Parish Council's insurers.



CONDITIONS

Siting of Hives

- Hives will only be allowed on individual plots that are sited at a *suitable distance from any public road or path*, or jointly used road or path within the allotment site. The suitability of the plot will be based on published BBKA (British Beekeepers Association) guidance and determined via inspection and approval by a registered BBKA beekeeper.
- The plot where the hives are to be situated must have *simple screening*, such as is used for windbreaks of fine mesh netting, dust screening, willow, hazel or maintained hedges of a *minimum 2.0 metres* height to encourage the bees to fly high over neighbouring plots.
- A *“bee safe” small water source* should be available (or installed) on the allotment and kept filled as appropriate.
- A *maximum number of 3 (three) hives* will be allowed on one plot and site. The Parish Council should be informed if the beekeeper increases the number of hives on their plot either in advance or as soon as is practical.
- If the number of hives increases due to splitting in order to control swarming, and this exceeds the permitted maximum, this should be a temporary arrangement with the number of hives reduced to the permitted maximum by the end of summer at the latest. No more than 5 (five) hives are permitted on one plot and site under these circumstances.

Consultation

- All tenants on the allotment site should be informed of the request to keep honey bees on a plot within the allotment site via a prominently displayed notice on the requestor’s plot and at the main entrance to the allotment. Such notices should be displayed for a minimum period of *28 days between April and September* or *56 days between November and March*, indicating that an application to keep bees has been submitted to Abbots Langley Parish Council.
- If during the consultation period, a tenant on a neighbouring plot reports being allergic to honey bee stings then they will be asked to provide medical evidence to this effect and the application will not progress. If viable, an alternative plot on the same or an alternative site may be offered to the potential beekeeper.

FORMAL AGREEMENT

Beekeeper Consent

The beekeeper owes a duty of care to the public in the vicinity of the hives and other allotment gardeners working nearby. As part of this duty of care, the beekeeper shall undertake or provide the following:



- The hives must be maintained and managed by a plot holder, who has completed the British Association of Bee Keepers (BBKA) "basic assessment" standard. A copy of this certificate must be provided with the application.
- The beekeeper must become / maintain membership of the *British Beekeepers Association* (BBKA) during the period when the hives are located on the allotment, so as the beekeeper benefits from the association's advice, training, and public liability insurance. Proof of current membership must be provided with the application and will be required each year at renewal of the allotment tenancy.
- The beekeeper is required to hold a *current insurance policy* which provides specifically for beekeeping risks and includes Public Liability Insurance cover for a minimum of five million pounds (£5,000,000). BBKA membership may include such insurance cover. Proof of adequate current insurance cover or evidence of current BBKA membership including required level of insurance cover must be provided with the application. On an on-going basis, proof of valid insurance must be provided to the council each year at the time of renewal of allotment tenancy.
- The beekeeper is required to *register all hives* with the National Bee Unit's 'Beebase' (part of Defra). Guidance is available at <https://www.bbka.org.uk/beebase-the-national-bee-units-registration-scheme> and <http://www.nationalbeeunit.com/>
- The beekeeper must *display a sign (to ALPC design and layout)* on the plot boundary stating honey bees are located there. The sign must also provide advice for plot holders when/if bees swarm along with contact details for the beekeeper or adequate stand-by arrangements.
- The beekeeper must provide the Parish Council with details (name, address, telephone number and mobile telephone number) of adequate *stand-by arrangements* to deal with emergencies such as swarming during any absence or unavailability of the beekeeper. These details should also be clearly displayed on the plot boundary.
- Hives should be *inspected annually* by an experienced and BBKA registered beekeeper. Hives should be *inspected weekly* by the beekeeper to check for signs of swarming preparations during the swarming season, which is roughly April to July in the UK.
- The *sale of honey* is not permitted.

Notification

The Parish Council shall undertake the following:

- *Share a copy of this agreement* with all registered ALPC allotment tenants in advance of its review and agreement by the Parish Council. Once the agreement has been adopted, a copy will be accessible via the ALPC website.
- Inform members of the public registering for or joining an allotment with hives *at the earliest opportunity*. If viable, new tenants that do not wish to have an allotment plot neighbouring a site where bees are kept should be offered an alternative plot on the same or an alternative site.
- Install *signage at the allotment site entrance*, on the site notice board advising that bees are kept on the site. The signage shall also provide advice for plot holders when/if bees swarm along with contact details for the beekeeper and adequate



stand-by arrangements to deal with emergencies during any absence or unavailability of the beekeeper.

- Provide a *briefing note for Parish Council staff* should it not be possible to contact the beekeeper or adequate stand-by arrangements in the case of an emergency.
- Provide a *suitable storage shed/area* on site for the storing of beekeeping equipment.

Complaints

Abbots Langley Parish Council will investigate any *complaints* made to the Parish Council offices in writing, and in particular those with health elements and in consequence may subsequently withdraw the permission to keep bees on an allotment plot. This would be done via issue of a *notice for the removal of hives* during the next winter season.

Withdrawal of Consent

Abbots Langley Parish Council may withdraw the permission to keep bees at any time by issuing a *notice for the removal of hives* if:

- The beekeeper / allotment tenant contravenes any of the above conditions.
- The beekeeper / allotment tenant contravenes any conditions within the Allotment Tenancy Agreement.
- Substantiated information is received that requires a review of the arrangements.
- A new allotment tenant takes a neighbouring plot and subsequently provides medical evidence of an allergy to honey bee stings. *However, we would expect any new tenant to be made aware of the hives before they accept the tenancy of a plot and if necessary, an alternative plot offered on an alternative site that does not have beekeeping.*
- Any costs resulting from withdrawal of consent shall be borne by the beekeeper / allotment tenant.
- If an allotment tenant no longer keeps tenancy of an allotment plot, then he or she will no longer be permitted to keep bees anywhere on the allotment site and will be required to remove the hives before the tenancy of the plot terminates.

Diseases

If a beekeeper suspects their honey bees have Notifiable Brood Diseases, they should report the issue immediately to the National Bee Unit (NBU) to arrange for an inspector to assess the honey bees by contacting the:

National Bee Unit
Sand Hutton, York
YO41 1LZ, UK
nbu@apha.gsi.gov.uk
0300 3030094

If diseased bees are to be disposed, advice should be taken from the NBU on appropriate disposal methods or their local beekeeping association.



APPENDIX 1 – TENANTS APPLICATION/ACCEPTANCE OF TERMS OF TENANCY

All tenants are required to sign and return the following form to apply for permission to keep bees on their allotment site. By signing this agreement, tenants are also agreeing to the Conditional Terms of Tenancy.

Agreement and Conditions for Keeping Honey Bees

I, _____, hereby apply for permission to keep honey bees on an Abbots Langley Parish Council allotment site.

Proposed Allotment Site: _____

Name of tenant beekeeper: (please print) _____

Address: _____

Home Telephone: _____

Mobile: _____

Proposed Plot Number: _____

Proposed Location of Hive: _____

Date consultation signage was displayed on site: _____

Date when consultation period ends: _____

(E.g., either 28 or 56 days)

Name of Insurer _____

Policy No _____ Policy Expiry Date _____

Evidence of Conditions for Keeping Honey Bees

EVIDENCE REQUIRED	EVIDENCE ATTACHED
Site Location Plan showing location of hive(s), access path(s) to hive(s), required minimum 2.0m screening, bee-safe water source, required signage	
Copy of bee keeping public liability insurance certificate	
BBKA Membership number and entry in current yearbook	



Evidence that tenant has attended a BBKA Basic Bee Keeping course (copy of certificate)	
Contact details of stand-by arrangements of an alternative beekeeper who can be contacted in emergency – see below	

Emergency contact details of another beekeeper for stand-by arrangements.

Name _____

Home Tel: _____ Mobile: _____

Name of Insurer _____

Policy No _____

Policy Expiry Date _____

Acceptance of Terms Tenancy

I, _____, hereby accept and agree to abide by the additional Conditions of Tenancy for the keeping of honey bees. I agree to provide all of the above information to the Council and adhere to the terms and conditions throughout the life of the agreement. I agree to undertake a probationary period of 12 months from the date below. I agree to remove the beehives should that be necessary in accordance with the terms specified in this agreement.

Signed: _____

Dated: _____

Please return all completed application forms and evidence to:

- Electronic Copies: info@abbotslangley-pc.gov.uk , or
- Print Copies: Abbots Langley Parish Council, Langley Road, Abbots Langley, Herts WD5 0EJ



References

- The National Allotment Society – Beekeeping on Allotments
<https://www.nsalg.org.uk/allotment-info/hens-bees-and-other-animals-allotment-beekeeping/>
- The British Beekeepers Association
<https://www.bbka.org.uk/allotment-beekeeping>
BBKA Information Leaflet - Allotment Beekeeping (L015)
BBKA Information Leaflet - Bees, Neighbours & Siting an Apiary (L011)
- Animal and Plant Health Agency's (APHA) National Bee Unit
<http://www.nationalbeeunit.com/> (supports Defra, Welsh Government and Scotland's Bee Health Programmes)
- Various Parish/Town/Borough Council allotment bee keeping arrangements (on file).

Document Revision History

Date	Version	Revision
27/08/2021	1.1 Draft	First drafts (TfP & CB/Manor House Allotment Rep. & Beekeeper)
21/09/2021	1.2 Draft	Second draft (MIM)
23/09/2021	1.3 Draft	Third draft (MIM)
12/10/2021	1.4 Draft	Third draft (MIM & CB/Manor House Allotment Rep. & Beekeeper)
12/11/2021	2.0 Draft	Fourth draft (MIM) adopting changes agreed at 20 th October 2021 Leisure Committee (min. 191).
08/12/2021	2.1 Draft	Fifth draft (MIM) adopting changes addressing feedback from various ALPC allotment holders.
23/02/2022	2.2 Final	Review and approval by Leisure Committee 23 February 2022 min 357ii