



Donnington & Muxton Parish Council
Turreff Hall, Turreff Avenue, Donnington, TF2 8HG
Email: deputyclerk@donningtonmuxtonpc.org
Website: www.donningtonmuxtonpc.org
Telephone: 01952 608001

Allotment Application Form - Donnington & Muxton Parish

APPLICANT INFORMATION

Full Name: _____

Address: _____

Postcode: _____

Email Address: _____

Telephone Number: _____

Mobile Number: _____

PARISH RESIDENCY INFORMATION

Are you a resident of Donnington & Muxton Parish? ☐ Yes ☐ No

If No, please provide your current parish/area of residence:

IMPORTANT NOTE: These allotments are primarily designed for the use of residents of Donnington & Muxton Parish. While residents outside the parish boundary may apply, they will only be considered for allocation if there are no parish residents on the waiting list at the time of allocation.

DATA PROTECTION NOTICE

Lawful Basis for Processing Personal Data

Donnington & Muxton Parish Council collects and processes your personal information under Article 6(1)(e) of the General Data Protection Regulation (GDPR) - processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

How We Use Your Information

The personal information you provide on this form will be used solely for:

- Processing your allotment application
- Maintaining the allotment waiting list
- Communicating with you regarding your application status
- Managing allotment allocations and tenancy agreements
- Contacting you about allotment-related matters

Data Retention

Your personal data will be retained for as long as necessary to fulfill the purposes outlined above. If your application is unsuccessful, your data will be retained on our waiting list until you request removal or for a maximum period of 3 years.

Your Rights

Under GDPR, you have the right to:

- Access your personal data
- Rectify inaccurate personal data
- Erase your personal data in certain circumstances
- Restrict processing of your personal data
- Object to processing your personal data
- Data portability

To exercise any of these rights, please contact the Parish Clerk.

Data Sharing

Your personal information will not be shared with third parties except where required by law or with your explicit consent.

DECLARATION AND CONSENT

I declare that the information provided on this application form is true and accurate to the best of my knowledge. I understand that:

1. This application does not guarantee the allocation of an allotment plot
2. I will be placed on a waiting list and contacted when a suitable plot becomes available
3. Priority is given to residents of Donnington & Muxton Parish
4. I must comply with all allotment rules and regulations if allocated a plot
5. The Parish Council reserves the right to refuse any application

I consent to Donnington & Muxton Parish Council processing my personal data as outlined in the Data Protection Notice above for the purposes of managing allotment applications and allocations.

Applicant Signature: _____

Date: _____

FOR OFFICE USE ONLY

Application Received: _____

Added to Waiting List: _____

Position on List: _____

Parish Resident: ☐ Yes ☐ No

Plot Allocated: _____

Date of Allocation: _____

Processed by: _____

Contact Information:

Donnington & Muxton Parish Council

Deputy Clerk: deputyclerk@donningtonmuxton-pc.gov.uk

Email: deputyclerk@donningtonmuxton-pc.gov.uk

Please return completed form to:

Council Offices

Turreff Hall

Donnington

Telford TF2 8HG

Or email to: deputyclerk@donningtonmuxton-pc.gov.uk

This form is available in alternative formats upon request. Please contact the Parish Clerk for assistance.



EMPLOYER RECOGNITION SCHEME

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