

# THORNBRIDGE ALLOTMENTS SOCIETY

## MEMBERSHIP RULES – REVISED MAY 2013

### 1. TITLE

- 1.1 That the title of the society be called “Thornbridge Allotments Society”

### 2. OBJECTIVES

- 2.1. To promote the interests of allotment plot holders and have their interests at heart at all times.
- 2.2. To co-operate with any Committee or Local Authority to further the interests of all allotment plot holders.
- 2.3. To take such steps as may be required by the Local Authority for the good management and cultivation of the site.
- 2.4. The Society’s Committee will endeavour to take such steps to protect members’ plots from damage, trespass or theft.

### 3. MEMBERSHIP

- 3.1. All allotment plot holders are automatically members of the on-site shop.
- 3.2. Any non-plot holder can become a member of the Society Shop by registering their details with the committee which must be updated annually and at any time that contact details may change.

### 4. OFFICERS

- 4.1 All Committee Members – Chair, Vice Chair, Secretary, Treasurer and any other co-opted committee member must be either a plot holder of Thornbridge Allotments Society or have an active involvement and interest within the Society.

### 5. COMMITTEE

- 5.1. That the number of members on the Thornbridge Allotments Society Committee should total a minimum of eight members. Should it be decided that any additional members would be of benefit to the active running and working of the Committee then their election would be at the discretion of the Committee at the time.
- 5.2. The Committee have the right to co-opt any allotment holder or interested party (as in Rule 4) onto the Committee at any time. The member(s) so appointed shall hold office until the next AGM.

## **6. GENERAL MEETING**

- 6.1. An Annual General Meeting will be held at which reports from the Chair, Secretary and Treasurer will be presented. Reports and presentations from other Committee Members or Officers may also take place at this time.
- 6.2. Voting in any matter affecting the constitution of the Society or any matter affecting the conduct of Thornbridge Allotments Society shall be confined to the plot holders of Thornbridge Allotments Society and any committee member as outlined in Rule 4.

## **7. FINANCES**

- 7.1. The Committee shall open an account(s) in the name of 'Thornbridge Allotments Society' with any bank the Committee shall select. Additional sub-accounts may also be utilised for the management of 'Site Management' and 'Charity' budgets.
- 7.2. All money and cheques received from any source shall be handed to the Treasurer and deposited into the Society account(s). The Secretary shall be responsible for collecting all plot rents and any other association and affiliation fee.
- 7.3. Cheques may only be signed by the nominated signatory.
- 7.4. The Society accounts shall be examined by an external Auditor from which any report or comments will be presented at the Annual General Meeting.
- 7.5. If at any time a plot holder wishes to inspect the Society accounts, this may be done in the presence of a Committee Member present.

## **8. GENERAL**

These Rules are supplementary to the 'General Conditions' under which 'Allotment Gardens are to be Cultivated' issued by 'Birmingham City Council' and to which plot holders have already signed at the commencement of their tenancy.

- 8.1. The speed limit for ALL forms of transport on the site shall not exceed 5mph.
- 8.2. Plot holders wishing to vacate their plots must inform the Secretary as soon as possible. Upon termination of their tenancy, the gate and any other key supplied to the outgoing tenant must be returned. Any deposit paid for the use of keys will be returned at that time. Keys, at all times remain the property of Thornbridge Allotments Society.
- 8.3. Any plot holder caught stealing or causing damage to any plot or the site or causing any form of harassment to any person on site will be reported to Birmingham City Council with a strong recommendation that the offender be given a Notice to Quit. It is the responsibility of the plot holder to report any such matter to the Police.
- 8.4. That the allotment entrance gates are to be closed and locked when arriving at and leaving the site at all times - unless as per 8.5.

- 8.5. The gates will remain open at times when the site facilities allow such as 'Shop Opening Times' and 'Organised Events' to which the Public have access or at the bequest of a committee member for on-site deliveries when members of the committee or helpers will be present.
- 8.6. That plot holders don't allow others to pick produce from their plots without their presence.
- 8.7. That plot holders refrain from parking their vehicles on the main roadway and turning area. Plot holders can provide a parking area on the front of their actual plot, which is for their sole use only or alternatively park their vehicle on the man car park. Parking areas on plot frontages must not include the roadside edge.
- 8.8. Sheds and greenhouses are to be positioned at the rear of the plot. Any compost containers etc must also be positioned at the rear of the plot.
- 8.9. That rubbish is kept to a minimum. The Society's Committee will give a written request to offending plot holders.
- 8.10. That the Society's Committee meets every month. Each meeting will normally be held on the second Saturday of each month.
- 8.11. That the Society's Committee is answerable at all times to the plot holders and ensure that the Meeting Minutes are available for inspection by any plot holder who wishes to do so. Plot holders who are not committee members may attend any committee meeting as an observer.
- 8.12. That items submitted to the Secretary for discussion will be discussed at the next Committee Meeting and that a written reply is issued to the submitter of any such items. Extraordinary or Emergency Committee Meetings will be convened at times for those issues which need urgent attention.
- 8.13. That all plot holders are requested to read the Notice Board or Newsletter on a regular basis to ensure that they are kept informed of any relevant information from either the Society's Committee or from Birmingham City Council.
- 8.14. That the Committee can call an Emergency Meeting whenever it is felt necessary.
- 8.15. The plot holder may only use black polythene sheet or black weed suppressant fabric for the purposes of propagation. No other material is to be used.
- 8.16. That all plot holders adhere to the on-site and Council rulings. Plot holders constantly ignoring Rules and Regulations will be reported to the Council with a view to being given a Notice to Quit.
- 8.17. All Members who feel that they have any grievance should report the matter in the first instance to Secretary of Thornbridge Allotments Committee for discussion at the next or urgently convened Committee Meeting where appropriate.

8.18. All plot holders are affiliated or associated to both the 'Birmingham & District Allotments Council' and 'National Society of Allotment and Leisure Gardeners'. Both organisations work for and on behalf of plot holders and associations offering free independent advice and arbitration services.

**THESE REGULATIONS ARE LAID DOWN IN THE BEST INTEREST OF OUR MEMBERS AND GOOD MANAGEMENT AND SECURITY OF THE SITE.**

Copies of the Thornbridge Allotments Society Rules are available from the Committee on request. They are also available on the Society website which is found at [www.sowandgrow.btck.cu.uk](http://www.sowandgrow.btck.cu.uk)