

Stuart Road Allotment Society Ltd

Founded 1918

Affiliated to the National Society of Allotment and Leisure Gardeners Ltd.

Plot and Site Management Practices (previously known as by-laws) Version 2

These practices supersede previous versions of the bylaws and support the Society's model rules.

1. The society seeks to reflect the vitality of our local community. We aim to value all individuals – each with our own diverse backgrounds, needs, opinions, cultures, lifestyles and circumstances. We will not accept any form of discrimination, harassment, bullying, victimisation or intimidation by/from any of the society's members.
2. Every member on joining the society will be provided with a key to the site grounds for a fee, refundable when membership of the society is terminated and the key is returned. Keys remain the property of the society. Duplicate Keys must not be cut by the members, but may be obtained from the Letting Officer for a fee, and on production of a membership card. If a membership card is lost and a replacement required, a fee will be charged.
3. Access to the site is via the gates on Borland and Elland Road. These gates must be kept locked at all times.
4. Vehicle access is to the forecourt of the hut for disabled access use and delivery purposes only and never on the paths.
5. Any member changing their address must notify the secretary at the earliest opportunity.
6. The letting of plots remains the sole responsibility of the committee. In no circumstances may members pass on their plots to any other persons.
7. No member shall sub-let their plot or any part thereof. However, all members shall have the right to authorise assistance on their plot from a third party. Any such arrangement does not confer any rights or obligations to any third party.
8. Members may apply for transfer from one plot to another providing their former plot has been kept in good condition.
9. The annual rent shall be due by the last Sunday in September by midday and all members in default after that date shall pay a fine. If a member is in arrears of their rent by 40 days their membership will be terminated. The society has the absolute right to repossess a plot when rent remains in default.
10. All members joining the society should ensure that their plot has a plot marker with the number of their plot on it. This plot marker should have a minimum lettering height of 100 mm/4 inches, and must be clearly visible on the plot.
11. There shall be a perimeter path of at least 24" around each plot free from any impediment. There must be no obstruction, dumping of rubbish, overhanging of crops or fruit bushes and paths must present no impediment to free and safe movement of members.
12. No plot shall have a fence that covers, wholly or in part the perimeter of the plot over and above one metre in height. Any such existing fence may be removed.
13. Members shall be personally responsible for maintaining their plot in good condition and in proper cultivation, their paths and those adjoining their plot in good and safe condition, and shall use their best endeavours to protect fences and gates and all property on the Society's grounds. The condition of

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plots will be checked monthly by members of the committee whose report on them is final. If any member should receive written notice three times in any calendar year that they have not conformed to this clause, they may be expelled from the Society and their plot forfeited without further notice.

14. The growing of produce for sale is not permitted.
15. Only trees with edible fruits should be planted. These should be on dwarf stock and maintained below 3m. Other trees for culinary uses such as bay may be grown if their height does not exceed 1.5m.
16. Watering with hoses is prohibited. Watering must be done using a watering can.
17. The erection of sheds and rain shelters are permitted by the society's landlords only in specified areas of the site. Any member wishing to erect such a structure must first obtain permission of the committee in advance and must conform to the following specification:
 - Portable and / or could easily be dismantled.
 - The only foundations permitted would be those laid on the surface of the ground and easily lifted or removed. No permanent base of any description is to be laid.
 - Height maximum 6ft 10ins.
 - Base area 8ftx6ft, or equivalent area.
 - Colour would be subdued to fit in with location
 - No glass
 - Cannot adjoin or be placed in contact with the perimeter fencing.
 - Located so that no nuisance would be caused to other members or local residents.
18. Members may also erect one poly tunnel per plot. The permitted maximum size and type of base is the same as in the sheds/rain shelters clause above.
19. The construction of any new fruit cage on site must conform to the following: That the netting used must be of a type produced for that purpose, and must not have a mesh smaller than 15 mm. That the fruit cage should be so positioned as to sit back from the edge of the shared path by one additional foot. That access to cages is available to Committee members at all times for the purpose of inspections.
20. Strimmers or other powered tools may only be used on site between the hours of 8 a.m. and 8 p.m.
21. Radios are permitted providing the volume is kept low and do not cause annoyance to occupants or neighbours.
22. Children are welcome onto the site, provided that they are accompanied by an adult and under their control.
23. Relative or friends of members are allowed on the grounds if they are authorised or accompanied by the member or in possession of their rent card.
24. Members' dogs may be brought onto the site but must always remain on a lead. The owner is responsible for the collection and removal from site, of any dog waste.
25. Any non-compostable rubbish must be removed from the Society's grounds.
26. The lighting of bonfires is not permitted. Failure to observe this rule may render the member liable to prosecution from Southwark Council in addition to any action taken by the society.
27. Occasionally woodchips and manure are delivered to the site for members to help themselves. These should only be left on the forecourt in front of the shop.

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28. Any member proved guilty of theft from the site shall be immediately evicted, and shall lose all rights or benefits as a member of the society.
29. The society shall not be responsible for loss to members of their property or produce from site due to theft, vandalism or any other cause. The society will not pay compensation to any member or ex-member for produce or fruit trees after termination of their membership.
30. Members must not cause any nuisance or annoyance to the occupants, whether visitors to, or members on other plots, or to the neighbourhood adjacent to the site. Infringement of this rule may result in expulsion from the society.
31. Members must observe and abide by any rules, regulations or covenants set by the landlords with whom the society has an agreement.
32. Alterations and additions to the Site management practices may only be made at an Annual General Meeting (AGM), and notice of any such suggested alteration or addition must be given to the chair and secretary in writing not later than 28 days before such meeting.
33. Any matter not covered in these site management practices may be dealt with by the Committee, as they see fit, until the next AGM when a formal decision may be made.

34. COMPLAINTS:

- Any member who wishes to make a complaint should in the first instance try to resolve the issue informally with a committee member or an officer of the society. All such complaints should be processed by the committee in the shortest time scale that is practical.
- Should the issue remain unresolved the member may then write to the Secretary stating clearly that they are making a formal complaint and what it is. If the issue cannot be resolved immediately the secretary will acknowledge receipt of the complaint in writing and outline what action is intended. The secretary will investigate the complaint and inform the member in writing of their findings.
- If the member is dissatisfied with the secretary's findings then they should write to the chair of the society with details of the complaint. The chair will review the complaint and place their findings before the committee. The chair will convey the committee's decision to the member in writing.
- Should the member remain dissatisfied then they have the right to raise the matter at the AGM. Should the member want the issue placed on the agenda of the AGM then the Chair must receive the request in writing, supported by the signatures of ten members, and all relevant information at least 28 days before the AGM.

March 2023