



WESTERN WARDS ALLOTMENT ASSOCIATION

RULES (Feb 2014)

Introduction. These RULES are an abridged version of the Constitution which may be viewed on our web site www.wvaa.org.uk or a printed copy supplied on request.

1. **NAME-** The name of the Association shall be **WESTERN WARDS ALLOTMENT ASSOCIATION**
2. **OBJECTS-** The objects of the Association shall be:-
 - a) To promote the interests of the allotment holders and to take joint action for the benefit of members.
 - b) To co-operate with any committee set up by the Government, Local Authority and other bodies, to further the interest of allotment holders.
 - c) To co-operate with any Committee set up by Central Government, Local Authority, national or district body having as their objective the legislation in the use of fertilisers, seeds and weed and pest control chemicals, keeping Association members informed of relevant items of interest.
 - d) To ascertain the requirements and to arrange the distribution of seeds, fertilisers, potatoes, etc., and to collect and bank any monies due in connection therewith.
 - e) To conduct negotiations in respect of land.
 - f) To take such steps as may be required by the Local Authority for the good cultivation and management of allotments
 - g) To take all reasonable steps to protect members from damage, trespass and theft as wherever practical.
3. **MEMBERS-** The Association shall consist of all Tenants, together with non-allotment holders who pay in advance an annual subscription as determined at the AGM.
4. **RENTS-** Every member shall pay an Annual Rent as may be determined by a Fareham Borough Council or other responsible body. Subscriptions shall be payable in advance **by 1st October** each year except Posbrook Tenants who pay in advance by **25th March** each year.
5. **ALL ARREARS-** Any member who is forty(40) days in arrears with their Rent and Member Subscription shall be held to have ceased to be a member, unless there are extenuating circumstances.
6. **OFFICERS-** The Officers shall be Chairman, Treasurer, Secretary, Trading Secretary and Auditor, who shall (with the exception of the Auditor) be members of the Committee by virtue of their Office.

7. **COMMITTEE**- The affairs of the Association shall be conducted by a Committee of Management of not less than 8 Members. The Committee and other Officers shall retire at the Annual General Meeting but shall be eligible for re-election. Unless otherwise determined a quorum at Committee meetings shall be not less than 50% of members plus one. Casual vacancies can be filled by the Committee, and the members so appointed shall hold office until the next Annual General Meeting.
8. **GENERAL MEETINGS**- At an Annual General Meeting the audited accounts and the Secretary's report shall be submitted and officers for the ensuing year shall be elected. Other General Meetings shall be held at such times as the Committee or a General Meeting shall determine. Special General Meetings shall be called on the requisition in writing of at least 10 Members. At all General Meetings ten members shall form a quorum, and in the case of equal voting the Chairman shall have a casting vote.
9. **DISCUSSIONS AT MEETINGS**- No party or sectarian discussions shall be raised or resolutions proposed, either at any Committee or General Meeting of the Association.
10. **FUNDS**- The Committee shall open a banking account in the name of the Association with such bank as the Committee may decide, and all monies received from any source by the Trading Secretary or Treasurer on behalf of the Association shall be paid into such account. Cheques shall be signed by any two of the Treasurer, Chairman and Trading Secretary. To cover small cash payments petty cash cheques not exceeding £15 shall be drawn.
11. **AUDIT**- There shall be appointed one Auditor, who is not a member of the Committee, to audit the accounts and submit his report to the Annual General Meeting.
12. **OFFENCES**- The Committee may terminate the membership of a member whose conduct is proved to their satisfaction to be detrimental to the interests of his fellow members. Any charge against a member must be communicated in writing. An appeal from a decision by the Committee may be made to a Special General meeting on the requisition in writing of 10 Members.
13. **CONVERSION, DISSOLUTION, ETC.**- The Association may be converted into a registered society, or may be dissolved, or these rules may be amended by a two-third majority at a Special General Meeting, of which fourteen days notice shall be given. The objects for which the meeting is called shall be stated in the notice convening the meeting.
14. **HONORARIUMS**- The Annual General Meeting shall consider Honorariums to the Chairman, Secretary, Treasurer, Trading Secretary, Site Managers and Equipment Officers for the previous years service.
15. **MATTERS NOT PROVIDED FOR**- Any matters not provided for in these rules shall be dealt with by the Committee at their discretion.