

Constitution of Meopham Allotment Association

Adopted by members' vote at the Annual General Meeting, October 2007, and subsequently amended by agreement.

The Meopham and District Allotment Association was set up to manage and maintain the allotment site at Southdown Shaw, Meopham, Kent.

The objects and aims of the Association are:

- (a) To help all members to enjoy the recreation of gardening at an economic cost.
- (b) To continue to cultivate the allotments in our tenancy as traditional allotments and in accordance with good environmental practice and the conditions of our lease from Meopham Parish Council.
- (c) To foster good relations with our landlord and neighbours.
- (d) In addition, if demand increases for allotments to consult with Meopham Parish Council for provision of additional land.
- (e) Committee members, elected at the Annual General Meeting will monitor the activities of Association members to ensure the objects and aims of the Association are accomplished.

Membership

The Association shall consist of such persons whose applications for membership are approved by the committee. Persons applying for membership shall apply to the membership secretary. Application must include the applicant's place of residence. There shall be no discrimination based on ethnic background, religion, age, sex or sexual orientation. Should disabled persons apply for membership, help will be given within the limitations of the site but will not include preparation of a plot prior to renting. Any person who is denied membership of the Association will have a right of appeal. The appeal will be heard by the next Committee meeting following the decision not to allow membership.

Subscription

Every member shall pay on entry into the Association an annual subscription, renewable on the 1st February each year. If the Association dissolves, members will be reimbursed the outstanding proportion of their annual subscription. All other Association funds will be donated to Meopham Parish Council.

Arrears

Any member who is 40 days in arrears with their subscription shall be held to have ceased to be a member, unless explanation is given in writing to the Committee of extenuating circumstances.

Officers

The Officers of the association shall be a Chairman, Secretary and Treasurer. They shall be elected at each Annual General Meeting. Retiring Officers shall be eligible for re-election. They shall be ex-officio members of the Committee. Nominations for new Committee members shall abide by the following rules:

- (a) The nominee must be a fully paid-up member of the Association.
- (b) The nominee shall be supported by a seconder, who is also a fully paid-up member of the Association.

Committee

The affairs of the Association shall be conducted by a Committee of not less than 7 members. The Committee shall retire at the Annual General Meeting but shall be eligible for re-election. Four out of seven Committee Members shall form a quorum with the Chairman having only a casting vote.

General Meetings

The Annual General Meeting shall be held at such times as the Committee or a General Meeting shall decide. Ten members shall form a quorum. At the meeting the audited accounts and Secretary's Report shall be submitted and the Officers and Committee for the following year elected. Special General Meetings shall be called upon the requisition in writing to the Secretary of at least ten members. No party—political or sectarian discussions shall be raised or resolutions proposed at either a Committee or a General Meeting.

Bank Account

The Committee shall open a banking account in the name of the Association and all monies received from any source on behalf of the Association shall be paid into such account. Two out of three signatures shall sign cheques.

Auditing of Account

Independent examiners shall be appointed, who are not members of the Committee, to audit the accounts and report thereon to the Annual General Meeting.