

Constitution

1. This association shall be named the East Ward (Oxford) Allotment Association.
2. The Trustees of the EWAA shall be 3 in number. They shall be appointed at the AGM. Six months notice of retirement is required.
3. The EWAA shall be governed by a committee consisting of five officers, (President, Vice President, Secretary, Treasurer and Membership Secretary), and eight ordinary members. The committee shall be elected annually at the AGM. In the event of a vacancy occurring it may be filled by co-opting until the next AGM.
4. The officer's duties shall be to manage the EWAA. The secretary shall deal with correspondence and report on the condition of the EWAA at the AGM and periodically to the committee. The

Treasurer shall keep the accounts of the EWAA, present a balance sheet and recommend a rent to the AGM.

5. All rents become due on 31st August each year. Rents shall be paid on rent days, notified on noticeboards, at and only at the committee rooms. Failure to pay by the last rent day will render the member liable for a fine and their plot may be repossessed, re-let and crops forfeited without notice.
6. The Annual General Meeting of the EWAA shall be held on the last Thursday in September each year. Only paid up members may participate in the AGM.
7. An Extraordinary General Meeting may be called at any time provided that the secretary is given at least fourteen days written notice, including a clear description of the items for discussion, and signed by at least twelve members of the EWAA.

Rules

1. All members upon joining or when rules are changed shall sign a declaration to abide by the rules.
2. All members shall pay an annual rent for plot(s) let to him/her. Rent shall be set at the AGM and will become due on 31st August for the following year. Payment to be made at the committee room during normal shop hours in September. Upon failure to pay by the last rent day the plot(s) will automatically revert to the Trustees who shall be at liberty to re-let the plot(s) without notice.
3. Members shall manure and cultivate their plots in a husband-like manner, as defined by the committee. Failure to do so shall render members liable to expulsion by the committee with immediate effect.
4. Sharing of plots by two or more individuals is permitted but subletting is prohibited.
5. Stealing, receiving or maliciously damaging the Association's or another

member's property is punishable by expulsion with immediate effect.

6. Three months notice of termination shall be given by the Trustees/members. Failure to do so shall render the member liable for rent.
7. No member shall hold more than 30 poles (750m²) of the Association's land. Concessions for unemployed and OAPs shall only apply to the first 10 pole (250m²) plot.
8. Members shall not pass on plots to another person without the Membership Secretary's permission.
9. Members must notify the Membership Secretary of any change of address.
10. Members may, subject to national laws, grow any variety of plant except standard trees.
11. Members shall not erect any structure without the written permission of the Committee.

12. Each plot shall have a footpath along one side of 24 inches (60cm) in width for the use of adjacent plotholders. It shall be maintained by members who use it.

13. Committee members may enter upon and inspect member's plots at any time.

14. Members are required to join a work party once per annum upon being asked to do so by the Committee. Work parties will be held on Saturdays and Sundays as decided by the Committee. Members will take instructions from the committee member in charge of the work party.

15. Members shall keep their plots and half the width of the adjoining roadway clear of weeds, garden refuse and rubbish. Plots shall be clearly numbered. Dumping of rubbish on other plots is prohibited.

16. Members shall abide by the Code of Practice for Bonfires issued by the Oxford Federation of Allotment Associations. In short:

No bonfires before 6pm or dusk if earlier.

No bonfires on Sundays or public holidays.

Only dry material to be burnt along with diseased plant material.

The Association encourages composting, and to this end a central composting point has been established.

17. Motor vehicles must not be parked on roadways except for loading or unloading.

18. Members may bring children onto the site provided they are supervised, behave well and do not trespass onto other member's plots.

Dogs are permitted if they are kept on a lead and on the member's own plot.

19. Gates are to be kept closed at all times, except for the main gate during shop opening times.

20. Members shall be courteous to each other and to the public and shall confine sources of nuisance to their own plots at all times. In any dispute the decision of the committee shall be final.

21. Water tanks shall be left full after use and shall not be used for cleaning of produce, boots or tools.

22. Hosepipes shall not be used without written authority and upon payment of an extra charge which shall be set at the AGM. Members shall keep on display such written authority in a prominent position on their plots. Hosepipes shall be hand held at all times.

23. Associate members shall pay an associate membership fee of 10p annually.

24. Where a penalty for the contravention of a rule is not stated, a fine of 1/10 the annual 10-pole rent may be levied at the committee's discretion for each contravention.

25. The use of all powered equipment on member's plots should be restricted to the hours of 9am to 1pm seven days a week.

East Ward (Oxford) Allotment
Association

Constitution and Rules 2007

Headquarters: Cricket Road, Oxford.

