

## RULES OF THE SMITHAM ALLOTMENTS SOCIETY

### Title

1. The Society shall be known as "The Smitham Allotments Society".
2. The Headquarters of the Society shall be the address of the Secretary for the time being.

### Objects

3. The objects of the Society are:-
  - i) To encourage the cultivation and letting of allotments on the Smitham site.
  - ii) To protect the interests of all members of the Society. (iii) To obtain security of tenure for the site.

### Conditions of Tenancy

4. All rents to be paid annually in advance by 1st April. Failure to pay rent will mean forfeiture of plot.

The rent will consist of:

- a) Plot rent
  - b) Water rent
  - c) Site maintenance charge (less £2 for OAPs)
5. Sub-letting: No plot, or portion of a plot may be sublet, transferred, assigned or loaned to any other person. Each plot to be worked by the tenant thereof.
  6. No compensation is payable by the Society for loss of crops or property.
  7. Cutting of trees. The tenant shall not cut down any trees, or take or sell or carry away any mineral, gravel, sand, soil, clay or brick earth.
  8. No dumping of rubbish or refuse on the site is allowed. All weeds, stones and vegetable matter to be disposed of on the tenant's own plot.
  9. Sheds. Consent must be received from the Committee before a shed is erected. All sheds to be kept in a good and tidy state of repair.
  10. Gates or fences must not be damaged by ploholders. Ploholders found causing damage to fences, gates or other Society property could be held liable for the cost of repairs. The edges of the main paths shall be kept free of weeds, compost and rubbish. The edge of the paths will not be dug into or damaged in any way. Inter plot paths will be straight and at right angles to the main path, and maintained in a level and safe condition and at least 45 centimetres wide.

11. Plots will be regularly inspected by the Committee. In the case of an untidy or unsatisfactorily kept plot, the tenant will receive 28 days notice to make noticeable improvement. If this request is not complied with or a satisfactory explanation given, at least seven days notice will be given to vacate the plot and to remove tools etc.
12. Each plot will exhibit a plot number.
13. The Secretary should be notified immediately of any changes of email, address or telephone number.
14. The tenant shall observe and perform all conditions contained in the agreement. Any plotholder breaking any of these conditions will be given notice of termination of his tenancy, in which case no compensation will be due for crops and no rent refunded.
15. Every plotholder of the Society shall make annually for the support of the Society a contribution of £1 (or such sum as is agreed at -the Annual General Meeting). The contribution shall become due and payable on the first day of January in the year following and must be paid before the last day of January of the same year.

#### Officers

16. The Society shall have the following Officers, who shall be elected at the AGM:  
Chairman, Secretary and Treasurer

All Officers shall continue in office until the next AGM and at every such meeting the same Officers shall be elected by a majority of the members present.

#### Duties of Officers

17. The Chairman shall conduct all meetings.
18. The Secretary shall deal with all correspondence and take minutes of all meetings.
19. The Treasurer shall receive all moneys and transact all financial business of the Society.

#### Committee

20. In addition to the above Officers the Management Committee shall also comprise of not more than 2 other members who shall also be elected by a majority of members at the AGM, such members to hold office for 1 year. The Management Committee shall be responsible for conducting the business of the Society.

21. The Committee shall convene as appropriate. Three members (2 of which must be Officers of the Society) shall form a quorum and shall have full power to conduct the business of the Society according to the Rules thereof. Any disagreement shall be decided by a majority of votes.

#### Annual General Meeting

22. The Annual General Meeting shall be held not later than the last day of March each year.

#### Finances and Accounts

23. The Accounts of the Society shall be audited annually.
24. The Auditor shall have access to all books, documents and accounts of the Society and shall examine the accounts and annual return of the Society and shall verify them with the books, documents, accounts and vouchers relating thereto, and shall either sign them as found to be correct or shall specially report to the Management Committee in what respect they are found incorrect.
25. The Management Committee shall lay before the AGM the Accounts and Annual return as audited as aforesaid and any report of the Auditor.
26. Cheques drawn on the Society shall be signed by the Treasurer and by either the Chairman or Secretary.

#### Amendment of Rules

27. No new Rule shall be made, nor shall any of the Rules herein contained or hereafter to be made be amended or rescinded unless with the consent of the majority of the members present at the AGM.

Chairman  
2010