

## **The Constitution of Nairn Allotment Society - 2021**

### **Nairn Allotment Society**

#### **Objectives**

**To promote the interests of all members in their activities on any allotment site within Nairnshire.**

**To ensure these allotments continue to be worked by the members for the long term benefit of the community.**

**To conduct negotiations with local authorities and private landlords over the use of land for gardening purposes as need dictates.**

**To take action to protect members and their plots against damage, trespass and theft.**

**To provide a greater social and community spirit amongst the local gardening fraternity. To manage the allotments for the benefit of all members and the local community and be involved in other self management negotiations as necessary.**

**The Society as managers of the Nairn Allotment sites will produce a set of rules and regulations to uphold these objectives. Membership of the Society requires acceptance and adherence of these rules.**

**To develop horticultural training and environmental awareness. Encouraging plot holders to grow and eat seasonally produced food thereby reducing food miles and packaging waste.**

#### **Membership**

**Membership of the association is open to all persons over 18 years old living in Nairnshire (defined by postcode) who rent plot/s from the Society.**

#### **Fees**

**Every member shall pay an annual subscription, set and reviewed at the AGM, renewable on 1st January each year. Fees cover rental, insurance, subscriptions to professional organisations, administration, management costs of the sites and water rates. Any member in arrears on the last day of February shall be held to have ceased to be a member and ineligible to hold an allotment in Nairnshire. Plot holders can enter into individual agreements with the committee to pay their fees by installments.**

#### **Termination**

Should any member not renew a subscription or breach their tenancy rules, thus giving the committee good reason to exclude them, they will be unable to attend society meetings and will forfeit their site/s as per those rules. The committee shall have the power to take possession of their plot/s after 14 days post the date of their exclusion..

## **The Committee**

The general affairs of the Society shall be conducted by a committee responsible to the general meeting of the members. The committee shall consist of at least four individual members elected by and at the AGM. The committee shall reserve the right to co-opt additional members as need dictates.

A quorum shall be four members.

The committee will try and meet on a regular basis but due to Covid 19 this might be by video conferencing such as Zoom

We recognise that some committee members might not be able to meet in this way and therefore the committee will contact those members by email or letter in order to vote on any matters that arise

The committee exists to uphold the Society's regulations, policies and obligations, both to plot holders and to Highland Council, from whom we rent the land. Any problems, queries etc should be referred by email to: [info@nasplots.com](mailto:info@nasplots.com). Any committee member receiving such queries personally should not attempt to deal with it, but refer it to the whole committee, either at the next meeting or by email if it is a simple matter or one which requires immediate attention.

Queries/ problems should be referred to the committee only if they are relevant to the Society's policies, regulations and objectives. Committee members have no authority to mediate matters out with their remit.

In matters of personal disagreement between plot holders, it is expected that the people concerned will sort out their differences amicably. Plot holders are reminded of part 3 of the Equal Opportunities policy. Any plot holder causing others to feel uncomfortable or otherwise disrupting the peace and harmony of the site, which is one of the Society's stated objectives, risks forfeiting his / her plot.

The committee is composed of volunteers from among the plot holders. They will stand down at each AGM and a new committee will be elected by the membership.

## **Annual General Meetings**

The AGM will be held for members in the month of September as convened by the committee for the purpose of receiving the annual report of the committee and the audited accounts.

Existing committee members will step down and a new committee elected. Any constitutional or other business for which due notice has been given, will also be discussed.

At least 14 days notice of the AGM will be given and members must put all motions for discussion in writing to be received 7 days before AGM.

### **Bank Account**

**A bank account in the name of the Society will be operated and all monies received from any source pertaining to Society business will be paid into that account. Two signatures, those of any two committee members from the authorised signatories, will be required on all cheques. At the time of writing we are exploring the possibility of internet banking and would suggest that at least two members of the committee would have access to this. This again is through Covid and also our local branch in Nairn has closed**

### **Auditors**

**An auditor shall be appointed to independently audit and report on the annual accounts for the AGM.**

**This constitution was adopted at the extra-ordinary general meeting held at Mill Road allotments on the 5th September 2021**