

NAME - Levenshulme and District Allotment Holders Society.

In order to accommodate the above it is proposed that the Society be known as Levenshulme and District Allotment Society be retained as the title under the new City Council Agreement and that the name Allotments at Levenshulme of the charitable strand of the allotments.

OBJECTIVES

To promote, encourage and protect the interests of its membership in the pursuit of allotment gardening and horticulture.

MEMBERSHIP

Membership is open to all who cultivate plots or are interested in horticulture within the Levenshulme area.

2008 amendments/additions

All plot holders will pay the relevant fee and become a member of the Levenshulme and District Allotment Holders' Society, at the time of them successfully registering to become a plot holder.

All new plot holders and society members will receive a copy of the current rules and constitution when they join.

Agendas and minutes from all meetings held by Levenshulme and District Allotment Holders' Society Committee shall be issued to plot holders and society members.
Amended: Minutes will be posted on the notice board outside the shop.

2014 amendments/additions

New applications for plots must be in writing (on the proforma we use) with a £5 membership fee refundable at the discretion of the Committee.

We have a maximum of 4 honorary members appointed based on length of time on site, involvement with the society prior to becoming an honorary member and continued involvement once awarded. **NB(As of 2016 only one remains Syd Widdows)**

2013 Added to meet Equal Opportunities policy as requested by the Council

Equal Opportunities

Levenshulme and District Allotment Garden Society operates an equal opportunities policy for all existing members, and for those wishing to become members and will avoid any discrimination on the grounds of Age, Disability, Gender reassignment, Marriage and civil partnership, Pregnancy and maternity, Race, Religion and belief, Sex and Sexual orientation in accordance with the Equality Act of 2010.

SUBSCRIPTION

Every member shall pay an annual subscription fee due in the month of November (or when tenancy of a plot begins) paid with the rent and to be agreed at the AGM.

2009 amendments/additions

The society to increase the membership fee to £2 to be paid in November when rents are paid, to cover increasing costs including extra skips.

2013 amendments/additions

An increase in annual membership subscription from £3.00 to £5.00 per annum. The current rate does not cover the cost of insurance which is rising year on year.

COMMITTEE

The affairs of the society shall be conducted by an elected management committee consisting of Chairperson, Vice Chairperson, Secretary, Treasurer and their committee members to form a quorum of five.

2011 amendments/additions

Propose that the position of almoner be created as an office within the committee.

A sub-committee be set up to manage the environmental plans and development works on site including the community plots.

2014 amendments/additions

The trustees for both Levenshulme and District Allotment Society and Allotments at Levenshulme will be the incumbent officers of Levenshulme and District Allotment Society. (They would remain as trustees until resignation, 5years or election of new trustees whichever is the sooner.) Should a trustee leave their post the remaining trustees may at their discretion co-opt to fill the post until the next AGM.

ANNUAL GENERAL MEETING

The Annual General Meeting shall be held **on the third Sundayⁱ** in February. Motions and Nominations to be included in the agenda should be given in writing to the secretary four weeks prior to the AGM.

EXTRAORDINARY GENERAL MEETING.

An Extraordinary General Meeting may be called by the committee or demanded by 25% of the members in writing and shall be convened within 28 days.

MONTHLY COMMITTEE MEETINGS

The committee will meet monthly to discuss matters affecting the society. The meetings are open to all members who will only be able to attend as observers and will not have the right to vote.

2008 amendments/additions

Plot holders and society members can attend all meetings held by Levenshulme and District Allotment Holders' Society Committee without invitation or having to give notice.

2014 amendments/additions

In order to ensure the smooth running of the Committee each member will, on election to the role, commit to attending 50% of Sundays openings in the shop and cafe and 75% of committee meetings.

FUNDS

The treasurer of the committee shall maintain a bank account in the name of the society and all cheques must be signed by two out of three selected signatories. All spending shall be approved by the committee and be used to achieve the objectives of the society.

2008 amendments/additions

The committee will make at least 1 funding application per annum to try and obtain a minimum of £5,000 to improve and maintain the site.

2011 amendments/additions

The committee are empowered to withhold moneys due to Manchester City Council in the event that the Council does not undertake the repairs and maintenance of the allotments site that it is responsible for.

2012 amendments/additions

The Committee have that unlimited access to the building fund be granted to develop the site, invest in stock, and improve facilities at their discretion.

ACCOUNTS AND AUDITS

The treasurer shall keep an account of the finances and produce monthly financial reports to the committee and a yearly report to all members at the AGM. An auditor appointed at the AGM shall independently assess the accounts, on a yearly basis.

2008

The Treasurer and Secretary shall review the society bank account annually and ensure it is competitive when compared with those available on the market and will make recommendations to move accounts, providers etc when it would financially benefit the society.

2 auditors, not holding the position of a committee member, are elected at the AGM and they will have access to the books of the society at any time by giving seven days notice to Treasurer and Secretary. The committee would look into the most cost effective and efficient way forward for this and report back.

HONORARIA and LIFE MEMBERSHIP

The Committee shall have the power to recommend life membership for services to the society and Honoraria for services of the Committee members. These will be awarded at the AGM and voted for by the membership in a secret ballot.ⁱⁱ

2014 amendments/additions

Honoraria will be paid proportionally based on attendance at 1st November. If attendance is less than requirement the person will not be eligible to stand for Committee at next AGM. No one will be penalised for Illness'

RENT

Rent is due on the first day of the month of November. The secretary will keep a register of rent collection and non-payment will result in notice to quit.

2013 amendments/additions

A fine of £5.00 for late payment of rent ie after the 1st Sunday in December (to cover admin cost) will be charged. The Society Hut will open additionally in the evening on the 1st Thursday in November to enable those who can't attend easily on Sundays to make their payments. The 40 day rule will still apply.

MAINTENANCE

The committee shall manage the maintenance of the allotment site and any plots that are neglected let will be re-let with notice given.

2011 amendments/additions

Propose that the lanes on the site be given names as a precursor to renumbering the allotments in the future for ease of administration

Propose that a number of plots on site are designated Non-Letable Community Development Areas – Specifically

1. Hall Road 44/45 was let but proved to be unworkable due to the amount of glass buried in the ground. Plans to provide shrubs and other low growing plants to create a semi wild area and create a barrier along the fence edge.
2. Hall Road 125/126 reinstate the pond which was filled in by fly tipping, create an orchard and secure bee keeping area and reclaim two small plots – Grant applied for. (POND SITE)
3. Barlow Road 302 currently piled high with rubbish and unlettable – to form part of the on-going reclamation plans on the site.
4. Barlow Road 352 a wet area which was let at one point but proved too wet to continue. To be left as a wild life area with coppicing of willows on the site
5. Barlow Road 311/313 currently laid to wild flowers by the school group, will be developed as a community area in the next 4/5 years plans to be discussed and decided in conjunction with the Council and Simon Read.

INFORMATION

The committee will keep its members informed of activities and other matters of interest.

No publicity can be distributed in the societies name without committee approval.

2012 amendments/additions

It is proposed that members can elect to receive all communication (including statutory notices) via electronic means text, emails, etc. The only other means of communication will be via site notice posted on the main notice board and near

each of the entrances. Contact by other means only if the Committee are notified that you can't get notices by the means (above)."

DISSOLUTION

The society may be dissolved at an Extraordinary General Meeting called for this purpose. In the event of dissolution all net assets shall be distributed in such a manner as may be approved by the members at the meeting.

MATTERS NOT COVERED BY THE RULES

The committee at their discretion shall deal with any matters not provided for in these rules

2011 amendments/additions

Propose that the exact scheduling of the show awards and trophies be made as the discretion of the committee since some awards have gone missing.

Propose that the committee be empowered to set up an independent charitable organisation to handle non City Council allotment affairs and moneys including the reserve. Known as Allotments at Levenshulme.

ⁱPlease note: Agreed changes added at 2016 AGM

ii