
THE CONSTITUTION OF BRIGHTON GROVE ALLOTMENT ASSOCIATION

Amended at the Annual General Meeting April 24, 2016

1. NAME:

The name of the association shall be “ Brighton Grove Allotment Association”

2. AIMS & OBJECTIVES:

- a) To defend and promote all members’ legitimate interests and activities in the field of allotment gardening.
- b) To work with the City Council to manage the allotments effectively and fairly, and to maintain and improve site facilities.
- c) To provide a facility for all members to purchase horticultural supplies at minimum cost.
- d) To provide support, mentoring and advice (if requested) particularly for new members.
- e) To encourage biodiversity and gardening methods which do not harm the environment generally, and actively promote healthy and safe surroundings for members and their families
- f) To develop links with groups and organisations with common interests locally and nationally.

3. MEMBERSHIP:

- a) Membership of the Association is open to all individuals and organisations sharing the above Aims and Objectives, subject to the approval of the Committee.
- b) Only members who are also plot-holders at Brighton Grove, and have agreed to abide by the Association’s “Rules and Guiding Principles” (see addendum), are entitled to vote. However, a member may nominate a proxy (who may be the member’s partner) to vote for him.
- c) Membership subscriptions shall be determined by an AGM and become due on 1 November each year. Membership shall cease if the annual subscription is more than 40 days overdue, or on the death, resignation, or expulsion of an individual member.
- d) An up-to-date “Register of Members” shall be kept by the Secretary, containing current addresses and telephone numbers, which members must provide.
- e) The membership and rent year shall run from November 1st to October 31st.
- f) The committee shall have the power to recommend life membership for services to the society and honorariums for the services of the committee members. These will be awarded at the AGM at the discretion of the membership.

4. MEETINGS:

a) Annual General Meeting (AGM): To be held between 1 April and 31 May each year, after at least 28 days notice to all members, to receive audited accounts, and reports by Officers and Committee, to elect new Officers and Committee, and to consider any other matters relevant to an annual meeting.

b) Extra-ordinary General Meeting (EGM): May be held within 28 days of a request in writing from at least 5 voting members, to the Committee, who may also call such a meeting with 28 days notice to members if they deem it necessary.

c) The quorum for all General meetings shall be 20% of members entitled to vote. Other members may attend the meetings and speak. The Chairman shall have a casting vote.

5. OFFICERS & COMMITTEE:

a) The voting members present at the AGM shall elect a Chairman, Secretary, and Treasurer as officers of the Association, plus five other members, to form a Management Committee, and shall also appoint an auditor, who must not be a Committee member.

b) All officers and committee members shall relinquish office each year, but be eligible for re-election.

c) The Committee shall have the power to co-opt further members, in the event of vacancies arising or special circumstances, to assign roles (e.g. Show Secretary, Shop Manager) as it sees fit, and to appoint sub-committees and two Site Officers.

d) After election the officers shall carry out the business of the Association, subject to the approval of the Committee, which shall meet to discuss business at least five times a year, with a quorum of five.

e) Minutes of all meetings shall be kept, and be available for scrutiny by any member.

6. FINANCE:

a) The Association shall have an appropriate bank account, payments from which must be authorised by two out of four signatories (the three officers plus one other member).

b) Payments to the Association should only be taken by the Secretary, Treasurer or Site Officers, and a record shall be kept of all monies so received.

c) The Treasurer shall prepare a brief summary of the Association's finances for each Committee meeting, and a detailed, audited, annual Statement of Accounts for the AGM.

d) Any substantial or accumulated surplus of income over expenses shall be used for the benefit of the Association.

7. AFFILIATIONS:

The Association may affiliate to any organisation sharing its Aims and Objectives; such affiliations to be decided by the Committee, and ratified by the Annual General Meeting.

8. Complaints and Appeals:

Any member wishing to challenge a decision made by Officers of the Association or the Committee must use the Complaints and Appeals Procedure as set out by the Manchester City Council. See Complaints Procedure.

9. AMENDMENTS:

This constitution may only be revised or amended by a two-thirds majority of those members entitled to vote (i.e. plot-holders) present at a General Meeting of the Association, all members having been notified of the proposed change at least twenty-eight days before the meeting.

10. EQUAL OPPORTUNITIES:

The Association 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.'

11. DISSOLUTION:

The Association shall only be dissolved by a motion passed by, and attested to by the signatures of at least three-quarters of the voting members. Any assets or surplus funds on dissolution shall be distributed equally among the voting members, or handed over to another group or organisation with similar aims, as might be recommended by the Association of Manchester Allotment Societies, as agreed by a majority of members present.