

Dunblane Allotment Group 2005

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CONSTITUTION OF THE DUNBLANE ALLOTMENT GROUP (6th June 2013)

DESIGNATION:

1. The Group shall be known as the DUNBLANE ALLOTMENT GROUP (DAG).

MEMBERSHIP:

2. Membership is available to any resident of Dunblane, Ashfield, or Kinbuck who has paid the annual fee to the DAG and agrees to abide by its Constitution and Rules.

AIMS AND OBJECTIVES:

3. The promotion of environmentally friendly vegetable, fruit and flower growing as described in the rules.
4. The promotion of sustainability.
5. To encourage participation by groups of all ages, gender, ethnicity and learning needs, and to facilitate learning through horticulture.
6. To provide Dunblane with a community asset.

AFFILIATIONS:

7. The DAG shall be affiliated to such bodies as may be considered necessary by the committee.

MANAGEMENT:

8. The management of the DAG shall be vested in a committee consisting of: Chairperson, Secretary, Treasurer, and up to eight committee members.
9. Five shall form a quorum.
10. The Committee shall retire annually, but shall be eligible for re-election.
11. The Committee shall be able to co-opt up to four non-voting members.

VACANCIES:

12. The Committee shall have the power to fill any vacancies. Any person(s) so chosen shall retain office so long as the vacating member would have done, if no vacancy had occurred.

OFFICERS:

13. The Officers of the DAG shall consist of: Chairperson, Secretary and Treasurer. They shall be elected at the Annual General Meeting (AGM).

MEETINGS:

14. The Committee shall meet for the dispatch of ordinary business as necessary.
15. The AGM shall be held not later than 30th April each year.
16. Extra-Ordinary General Meetings (EGM) may be called on three weeks notice in writing to the Committee by five members.
17. The EGM shall deal only with the dispatch of business for which it is called.
18. Nine members shall form a quorum for AGM's and eleven members shall form a quorum for EGM's .
19. Failing this number being attained the meeting shall be adjourned for three weeks. If a quorum is not obtained for an adjourned EGM then the business at issue will be abandoned.

VOTING.

20. Members have voting rights at Open Meetings, AGM's and EGM's.
21. Committee members only will have voting rights at Ordinary Meetings.
22. At all meetings the Chairperson (or, in his or her absence, a chairperson appointed from amongst the elected Committee) shall preside and shall have a deliberative as well as a casting vote.

SECRETARY:

23. The Secretary shall keep a record of members' names and addresses. He or she shall carry out the directions of the Committee and keep minutes of all meetings. He or she shall conduct the correspondence of the DAG.

TREASURER:

24. The Treasurer shall keep a record book containing a detailed and correct account of all financial transactions of the DAG, and pay all DAG credits into the bank.
25. The Treasurer shall submit a full report to the AGM of the financial transactions of the year, satisfactorily audited.
26. The Audit of the DAG books shall be conducted by an Auditor elected at the AGM. For the purpose of the Audit, he or she shall have (at least two weeks before the end of the financial year) access to all books, documents, etc, which concern the finances of the Group.
27. The Auditor shall retire annually, but shall be eligible for re-election.

PLOT RULES:

28. Supplementary to the Constitution, and to guide members' conduct, a set of Plot Rules shall be available to members.

CONDITION OF LET:

29. All members must observe the conditions of let set by the DAG.

SITE INSPECTIONS AND WARNING NOTICES:

30. Site inspections shall be carried out periodically by two appointed Committee members to assess the cultivated status of allotments.

31. A site inspection report shall be made available to all members.

32. Any member not attending to his or her allotment or not maintaining it to an acceptable standard as described in the Rules shall receive a warning letter.

33. Any member receiving a warning letter shall have 28 days to bring the allotment up to the required standard.

34. Failure to comply after 28 days will result in a final warning letter.

35. Any member receiving a final warning letter shall have 14 days to rectify the matter or quit.

36. Failure to comply or quit will result in removal.

REMOVAL:

37. The Committee shall have the power to strike off the roll of the DAG any member whose conduct in their opinion is inconsistent with the objects of the DAG.

38. Before exercising such power, the Committee shall notify the member concerned of the specific reason.

39. Any member so notified shall have an opportunity of showing cause before a scheduled meeting of the Committee why he or she should not be struck off the roll.

40. Any member struck off the roll shall have his or her tenancy terminated after one month's written notice under the Allotments (Scotland) Acts 1922 and 1950.

41. Any member failing to comply under Para. 35 above shall have his or her tenancy terminated after 14 days written notice without further appeal.

42. Notification of such action will be given to Stirling District Council.

43. Any Officer or any member of the Committee may be removed by a majority of the ordinary members present at an EGM called for that purpose.

DISSOLUTION OF DAG:

44. In the event of dissolution of the Dunblane Allotment Group (DAG), and after payment of all debts and liabilities, all remaining assets will be

donated to another not for profit organisation agreed by the DAG committee.

45. None of the remaining assets will be distributed within the DAG membership.

ALTERATION:

46. The foregoing Constitution can be altered only at the AGM or an EGM called especially for that purpose.

PLOT PAYMENT RATES:

47. Plot payment rates shall be an amount fixed at the AGM.