

Worcester Allotments Forum

Constitution Rev-2 10th January 2018

1. Purpose

The purpose of the Worcester Allotment Forum is to provide a basis for the improvement of the quality & efficiency of the provision of the Allotment Services in the City of Worcester, through closer liaison between the Plotolders and the City, to the benefit of the City's Plotolders, and the City itself.

Qualification: This Constitution has been established to provide general guidance to the Forum in the conduct of its affairs. Whilst its Clauses & Terms are normally expected to be adhered to, it is not intended that it should be totally prescriptive, and followed slavishly.

From time to time, and in order to be pragmatic, the Forum may use its discretion to apply a wider interpretation to the following clauses, without the requirement to revise this Constitution – though that should be debated when any 'changes' are likely to become standard practice.

2. Definitions & Interpretation

Acting Site Rep. – A Deputy Site Rep serving as the site's Site Rep, in an 'acting' capacity.

Assistant Site Rep [Applicable to all Sites including those with less than 50 plotolders] may be chosen & nominated by the Site Rep to assist the Site Rep with his work load in respect of day-to-day activities on the site.

Club – An 'On-site Club / Society / Association / etc.' formed by a number of the Plotolders on the site to help the Site Rep improve the site, and overall Allotmenting experience for all Plotolders on the site.

Club Rep – A representative of a Club established on a site.

Club Site – Being a WCC (Worcester City Council) Managed Site, which has established a Club on the site.

Co-opted Committee Members – Refers to those members of a Committee who have been co-opted by that Committee to assist it in its work.

Deputy Site Rep [Applicable to Sites with more than 50 Plotolders] – may be chosen & nominated by the Site Rep to share his work load, and deputise for him representing the Site at Forum Meetings.

Executive – Shall mean the Executive Committee

Executive Offices – The essential Key offices of the Executive, together with such additional Offices as may be required at any time.

Key Executive Officers – The Chairman, Secretary, and Treasurer.

Forum – Shall mean The Worcester Allotments Forum.

Forum Committee – Refers to the General Committee including the Executive.

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General Committee – Refers to those Site, and Plotholder Reps elected to represent the interests of the Plotholders of allotment plots on WCC Sites. This may include any additional Co-opted Members as may be required from time to time.

His / hers – Any terms in the male or female gender shall, within the context, be understood to refer to the female or male respectively as well, unless otherwise specifically stated.

Plotholder – A Tenant of the WCC, and having paid his Rent in the current year, and of ‘good standing’ – i.e. is complying with the Terms of the Tenancy Agreement currently in force.

Plotholder Rep – Being a Representative of the WCC Allotment Plotholders, and not being a Site Rep., Deputy or Assistant Site Rep.

Singular / Plural – Any terms in the singular or plural shall within the context be understood to refer to the plural or singular respectively as well, unless otherwise specifically stated.

Site Assistant – Being the Deputy or Assistant Site Rep.

Site Rep – Being the person elected to represent his Site, through the WCC’s Forum Site Rep electoral process, by a WCC Allotment Site to represent the Site on the Forum’s General Committee.

Site Rep’s Concession – The WCC Annual Rent Concession, or any alternative as may be in force from time-to-time, applied to a Site Rep and/or Deputy Site Rep as set out in the Concession Policy agreed between the Forum and the WCC.

Sub-Committee – A working party established by a Forum Committee to undertake a specific task or project.

WCC – Worcester City Council.

WCC Allotment Site / WCC Site – An allotment site managed by the WCC, and where it has Tenancy Agreements directly with the Site’s Tenants.

3. Forum Objectives

The primary objective of the Forum is to act as an intermediary body between the Plotholders and the WCC with the key results sought as being:

- a. Ensuring that the Plotholders interests are fully recognised and addressed by being brought clearly to the attention of the WCC, and
- b. Assisting the WCC deliver a full, satisfactory and cost-effective Allotments Service to its Plotholders

3.1 Plotholders Interests

To make representations to, and liaise with the WCC on all matters affecting the supply and running of WCC allotment sites, on the Plotholders’ behalf, including:

- a. Provision & Maintenance of Site facilities:
 - i. Including all boundaries, hedges, trees & fences, common ground’ roadways etc.

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- ii. Site Security, including CCTV where provided.
 - iii. Water supply
- b. Negotiating the Annual Rent through five yearly reviews with the WCC.
- c. To promote the interests of the Plotters with regard to proper cultivation, good management practice and enjoyment of allotment gardening.
- d. To support the WCC, and encourage WCC to:
 - i. Maintain and improve site facilities, which will help members to gain full benefit from their allotment site.
 - ii. Initiate, develop, promote and encourage competitions, exhibitions, shows and promotional self-publicity.
- e. Initiate, develop and promote continuing educational programs for the benefit of all Plotters.

3.2 WCC Interests

To give support to the WCC on all matters that improve the service to Plotters on WCC allotment sites.

- a. Endeavour to ensure that the occupation rate of the WCC allotments is as high as can be achieved.
 - i. Seeking and finding new people willing to take a Tenancy on a plot.
- b. To support the WCC, and encourage WCC to:
 - i. Take measures to protect the site against damage, trespass, theft, vandals, dog fouling and other anti-social activities.
- c. To support and work with the WCC to help ensure the quality and cost-effectiveness of its allotment service.

3.3 General Interests

- a. To develop, promote and encourage the use of allotments to all sections of the city community, irrespective of age, sex, race or financial status.
- b. Promote Allotmenting in general
- c. To develop liaison and co-operation with other like-minded organisations in matters of mutual interest.
- d. Provide recreational Allotment facilities, and advance the relevant education and social welfare to persons, including those suffering from any physical or learning disability, with the objective of improving their quality of life.
- e. Develop and promote the principles of:-
 - i. recycling
 - ii. composting
 - iii. wildlife conservation
 - iv. sound allotment practice
 - v. efficient use of water

4. Membership

The Forum will consist of a body of Site Representatives and Plotter Representatives from WCC Sites, together with a number of volunteer Plotters drawn from these sites, who will together comprise the General Committee, from which will be formed the Executive.

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- a. Membership of a Forum Committee may be extended through co-opting additional Plotolders to its number as may be agreed by the General Committee from time-to-time.
- b. Nominees from the General Committee will be elected to the Executive offices.
- c. Tenure of any post on a Forum Committee, whether permanent or temporary shall be voluntary, unpaid, and only open to Plotolders of 'good standing'.
- d. At the discretion of the Chairman a representative or representatives of WCC, or other organisations, may be invited to attend a Forum Committee, or Sub-committee meetings.

5. The General Committee

The General Committee will comprise Site, and Plotholder Representatives drawn from each of the WCC Sites, and such others as are set out below.

5.1 Site Reps – Deputies & Assistants.

- a. A Site Rep shall be nominated from amongst the Plotolders on the site concerned, and elected through the agreed ballot process supported by the WCC.
- b. Only one Site Representative shall represent each site.
- c. Deputy Site Rep: Where there are 50 plots or more on the Site, a Deputy Site Rep, may be Nominated by the elected Site Rep., The Deputy will be expected to:-
 - Attend Forum Meetings in his stead, when he is unavailable.
 - Will share the work regarding the Site, including in
 - Vacancy / Waiting List matters etc.,
 - And having access to Plotolders personal contact information.
 - A Deputy Site Rep may act as the Site Rep in an 'acting' capacity following the resignation or loss of the Site Rep pending a Site Rep Election – or his confirmation by the Forum into the substantive role.
 - Alternatively on these larger sites the Site Rep may choose to simply nominate an Assistant Site Rep to help him along with day-to-day matters on the Site.
- d. Assistant Site Rep: Where there are less than 50 plots a Site Rep may choose to nominate an Assistant to support him in site matters, but excluding attending Forum Meetings.
- e. Note - only the Site Rep, and any Deputy will be entitled to the Site Rep's Concession (Subject to the current Concession Policy).
- f. All Site Reps and Deputies will adhere to the agreed Site Rep Role definition.
- g. Site Reps may be removed from their post as specified under Section 10.2 below.
- h. All issues arising with Site Reps will be considered by the Executive which will make a decision on corrective action, which may result in removal or "forced re-election" of the Site Rep under consideration.
- i. Where no Plotholder can be found who is willing to take on the Site Rep's role, then the Site Rep of a neighbouring site, or the Roving Site Rep (If any) may be appointed by the Executive to take over that role for that site pending an eligible Plotholder being forthcoming.

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5.2 Plotolders Rep.

Up to four Plotholder Reps may be elected to the General Committee, to undertake a specified role for the Forum, and must come from amongst the Plotholders on the WCC sites in the City.

- a. Each Plotholder Rep must adhere to the role he has undertaken for the Forum.
- b. Plotholder Reps may be nominated to represent the rank-and-file of the Plotholders from amongst the Plotholders across all the WCC Sites.
- c. They will be elected at the AGM to the General Committee by a majority vote, being a show-of-hands of those present.
- d. Plotholder Reps may be removed from their post as specified under Section 10.3 below.
- e. All issues arising with Plotholder Reps will be considered by the Executive which will make a decision on corrective action, which may result in removal of the Plotholder Rep under consideration.

5.3 Club Rep

Where there is a Club Site:

- a. It may at the sole discretion of the Site Rep, be represented at meetings of the General Committee by a Club Rep., having been appointed to that role by their Club according to the rules & regulations of that Club as embodied in its Constitution.
- b. Club Reps may only be removed from their position by their Club.

5.4 Co-opted Members

- a. The Executive shall be able to invite individuals or representatives of organisations, or those with specific skills, to become regular members of a Forum Committee, on a co-opted basis with:
 - a. Full participation rights as if he was a regular Plotholder appointed to that role, under the terms set out above.
 - b. Full Voting rights, at the discretion of a unanimous decision of the Executive.
- b. The co-opted position shall be held until the next AGM, when it may be renewed.
- c. Cooptees may serve in any required capacity; for example as: On Sub-Committees / Events Organiser / Public Relations Officer / Legal advisor / Financial Adviser / etc.

6. Executive Committee

The affairs of the Forum shall be conducted by the Executive, working with, and under the guidance of the General Committee.

- a. The Executive shall comprise a:-
 - i. Chairman
 - ii. Vice-Chairman (Optional, if required by the Chairman, and approved by and / or elected by the General Committee)

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- iii. Secretary, and
 - iv. Treasurer.
 - v. Plus such other Executive Offices as may be required from time-to-time
 - vi. The maximum number on the Executive shall be 9.
- b. Executive members shall be elected for the ensuing year by a majority vote at the AGM.
- i. Executive members shall be eligible for re-election each year.
 - ii. In the event of a Vacancy on the Executive arising during the year, the Executive shall have the power to co-opt a replacement from amongst the Plotolders.
 - iii. All such persons Co-opted to the Executive shall have all the rights, benefits, powers and privileges of the other Executive members, as if they had been elected to the Executive at the AGM.
- c. Executive meetings must be attended by:
- i. A minimum of all the Executive Key Officers (Chairman / Secretary & Treasurer), plus, optionally
 - ii. All other Executive Officers, and
 - iii. Members of the General Committee as may wish to attend, and/or have matters they wish to raise & discuss.

7. Forum Meetings

All Forum Committee meetings shall be held with no less than 7 days' notice being given to all potential attendees.

- a. A quorum at any Forum Committee meeting shall consist of the presence of one-third of those eligible to be present.
- b. When a Forum Committee member is unable to attend a scheduled meeting the Deputy (if any) may be sent in his place.
- c. The Secretary of every meeting shall be responsible for taking, and keeping the official Minutes of all proceedings and resolutions.
 - i. The Chairman of all Forum Committees, and Sub-Committees shall, on approval of the Minutes by a majority of those present at the next meeting, sign them as a true and accurate record of that meeting.
- d. Ballots taken at all meetings shall be decided by a majority vote of the General Committee's Members present and entitled to vote.
 - i. No General Committee Member shall exercise more than one vote.
 - ii. In the case of an equality of votes the Chairman shall have the casting vote.
 - iii. Only one Vote may be cast per Site.

7.1 Annual General Meeting

The AGM is to be held as soon as practical after the end of each Allotment year at 30th September.

- a. All WCC Plotolders will be invited to attend.
- b. Nominations to the positions of Plotholder Rep. shall be received by the Secretary no less than 14 days before the AGM.

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- c. Nominations for the Executive Committee Offices shall be received by the Secretary no less than 14 days before the AGM.
- d. The Agenda will comprise:
 - i. Welcome / Apologies for absence / Minutes of the previous meeting / Chairman's Report / Treasurer's report / Election of Plotholder Reps / Election of Executive Officers / AOB / Presentations / Close.

7.2 Forum Executive Meetings

Executive Meetings shall be held as and when required to consider exceptional matters arising, or at the discretion of the Chairman for a general review of all or any Allotments matters.

- a. Executive Meetings' Agenda will include:
 - i. Welcome / Apologies for absence / Minutes of any previous Executive Meeting, and such Site / Forum and/or WCC Matters for which the meeting has been convened, and as are relevant / AOB / Notice of Next Meeting (If any)

7.3 General Committee Meetings

General Committee meetings will be held each month as from, and including the AGM - with the exceptions of August and December:

- a. The Agenda will be:-Welcome / Apologies for absence / Minutes of any previous Meeting / Site Matters / Forum Matters / WCC Matters & Reports as are relevant / AOB / Notice of Next Meeting.
- b. Any Site Representative may submit motions or amendments for inclusion in the Agenda of the next Meeting, giving the Secretary no less than 7 days' notice, and,
- c. He will be expected to attend the meeting, to discuss the matter he has raised.
- d. Club Reps may be invited to attend these meetings, at the sole discretion of the relevant Site Rep and with the approval of the Chairman; or at the invitation of the Chairman alone should there be no Site Rep for the site in question.

7.4 Sub-Committee Meetings

Additional meetings of any Sub-committees appointed to deal with any allotment business, or Events, Shows, Competitions, or suchlike related matters, may be held from time-to-time as required.

- a. Sub-Committee attendees may with the approval of the Executive, at their own discretion invite such other like-minded organisations with similar objectives to participate in the discussions, and matters for which it was set up.

7.5 Special General Meetings

A Special General Meeting shall be held upon a requisition in writing, clearly stating the purpose of the meeting, being received by the Secretary of the Forum, and signed by at least 8 Plotholders.

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- a. The Secretary shall convene the meeting when so requested within 21 days of the date of the requisition
- b. Should the Secretary fail to do this then those requesting it may convene it by giving notice as described below:
- c. The meeting will be held at such time and place as the Executive shall determine.
- d. Discussions at this meeting shall be limited to those subjects appearing on the Agenda of which notice has been given.

8. Other Offices

The Executive shall have the power to:

- a. Establish such other Executive Offices as it may require from time-to-time to fulfil its objectives
- b. Discharge such Executive Offices, it no longer requires.
- c. All Offices of the Executive shall carry equal voting powers irrespective of how the office holder came to fill that office.

9. Other Matters:

WCC Concessions to Forum Committee Members

- a. All Site Reps and Deputies on the General Committee shall be entitled to an annual concession as specified in the prevailing Concession Agreement with the WCC.
- b. Executive Committee members shall be entitled to any additional annual concession as specified in the prevailing Concession Agreement with the WCC.
- c. The Concession will be applied to the Forum Committee member's plot rent in the year next following the year in which he held office.
- d. Under no circumstances will a cash equivalent be paid.
- e. Refunds will only be made at the absolute discretion of the WCC.

10. Removal / Resignation of / from the Forum Committee

10.1 Removal from the Executive

of any member of the Executive may be made by a majority resolution of the Site Reps present at:

- i. Any General Meeting with proper notice being given, that is to say with a Motion to this effect having been tabled not less than 3 weeks prior to the meeting at which the Motion is to be considered.
- ii. A Special General Meeting called specifically for such a purpose.

10.2 Removal of Site Rep.

May be made when:-

- i. A Site Rep is determined by the Executive to have:-

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- a. Regularly failed to comply with the agreed Site Rep role definition, or
- b. He, or his Deputy fails to attend, without acceptable explanation, three consecutive Forum meetings, which he is expected to attend, or
- c. He fails to maintain his own plot to defined WCC cultivation standards, or
- d. Conducts himself in an inappropriate manner, showing lack of respect, including being rude or abusive in any way, to other Forum Members.

Or:-

- ii. A petition for his removal is made to the Executive consisting of more than 10% of plot holders on the site.

then the General Committee shall discuss this with the Site Rep., and failing to reach a mutually agreeable resolution it may by a majority decision apply such of the following sanctions as it determines are appropriate.

- a. May require him to stand down forthwith from his position:
- b. Advise that any Rental Concession, or equivalent, which would have been attributable to the Site Rep should be void and not paid:
- c. Determine s/he will no longer be entitled to serve on the General Committee:
- d. Cease to attend any Forum meetings.
- e. Require that another volunteer for the post be sought and
 - i. If successful - a Site Rep Election will be held.
 - ii. Site Rep Elections will be conducted by the WCC in accordance with the Site Rep Election process agreed with them by the Forum.

10.3 Removal of Plotholder Rep

Plotholder Reps may be removed from post if:

- a. He fails to attend, without acceptable explanation, three consecutive Forum meetings, which he is expected to attend.
- b. He fails to maintain his own plot to defined WCC cultivation standards.
- c. Plotholder Reps must stand down should they fail, or cease, to fulfil the role that they have undertaken.
- d. Plotholder Reps may be asked to stand down if a petition is made to the Executive consisting of more than 12 Plotholders in the City

then the General Committee shall discuss this with the Plotholder Rep., and failing to reach a mutually agreeable resolution it may by a majority decision apply such of the sanctions set out Above under Clause 10.2 as it determines are appropriate.

10.4 Resignation

Of any of the Executive Committee member shall be permitted at any time providing:

- a. He has made his best endeavours to the Executive Committee's approval, to find a suitable replacement, prior to his leaving office.
- b. His recommended replacement (if any) has the majority approval of the Executive Committee.
- c. His resignation shall not unreasonably be refused.

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- d. His replacement will be a Plotholder, and may, for purposes of clarification, be a Co-optee or Nominee, and who may or may not be a Site Rep. or hold any position within the Forum.
 - i. He will have full powers equal to the other Executive Officers, which for clarification will include Voting powers, and as required be a Signatory of the Forum's Bank Account, as if elected at the AGM.

11. Secretary

Is responsible for:

- a. Maintaining a Register of full names, addresses, email addresses, phone numbers, allotment site and plot number, and other relevant contact details for all:-
 - i. General Committee members.
 - ii. WCC 'Allotments Services' contacts.
- b. Setting and agreeing with the Chairman the Agenda for forthcoming meetings, and distributing them to all entitled to attend.
- c. Recording the Minutes of all Forum Meetings and distributing them to those entitled to attend, and to all additional attendees agreed to receive copies of the Minutes.
 - i. Ensuring the Minutes of the previous meeting are approved by the meeting and signed by the Chairman thereof.
 - ii. Maintaining a file of the Agenda and Signed Minutes for all past Meetings.
- d. Maintaining, and keeping safe all legal and other pertinent records of the Forum.
 - i. Ensuring that all the Forum's legal documents are properly signed, witnessed, dated, and registered as required.
 - ii. Maintaining a detailed contact register of those of the Executive who are empowered to sign legal documents on behalf of the Forum, where any two may sign on behalf of all.
- e. Supporting the Chairman in the day-to-day activities of the Forum.

12. Treasurer & Finances

The Forum shall be a non-profit making organisation.

12.1 Bank Accounts

The Executive shall maintain a banking account with a recognized banking institution in the name of the Forum. The Treasurer will open such accounts with a UK registered High Street bank as are required to conduct and carry out the normal business of the Forum.

- a. Authority to sign cheques and any other financial documentation shall be vested in the Chairman, Vice-Chairman (if any), Secretary and Treasurer.
- b. All cheques and financial documentation shall be signed by any two of the authorised signatories.
- c. The Treasurer shall be responsible for the legality of all financial dealings of the Forum bank account.

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- d. All monies received on behalf of the Forum shall be deposited in this account.
- e. All monies raised by or on behalf of the Forum shall be applied to further the objects of the organisation and for no other purpose.
- f. The expenses of Forum Committee members attending meetings shall be met by the individual member.
- g. Honoraria and approved out of pocket expenses may be paid with the agreement of the Executive, and details published with the Annual Accounts.

12.2 Treasurer

- a. The Treasurer shall be a Plotholder elected at the AGM to hold this position on the Executive.
- b. He will be a Signatory to the Forum's bank accounts, and
- c. Be responsible for ensuring that the other Key Executive members, including the Vice-Chairman if required, are duly registered with the Bank as Signatories to the Forum accounts.
- d. He will maintain all necessary and required financial records of the Forum.
- e. He will keep the Forum advised of the financial position of the Forum at the regular Executive meetings
- f. He will submit an annual report to all Plotholders at the AGM.

12.3 Site Rep Concessions

A Plot Rental Concession, or substitute will be applied to each Site Rep. or Deputy Site Rep according to the Terms & Conditions for the Concession as agreed from time-to-time with the WCC:-

- a. In return for helping manage the Site on behalf of the WCC, by complying with the Site Rep's Role.
- b. This includes the key elements of:
 - i. Keeping the number of Vacant Plots to the minimum possible
 - ii. Ensuring that those on the Waiting List are provided with a plot as soon as possible.
 - iii. Monitoring the Waiting List to ensure that all on it are current, and actively awaiting a Plot.
- c. Attending Forum Meetings on behalf of the Site.
 - i. Either in person, or ensuring the nominated Deputy Site Rep does so on his behalf.
- d. Only one Concession may be applicable per site.
 - i. With the exception where there is both a Site Rep, and a Deputy Site Rep on the larger sites with 50 or more plots, when both of them may be in receipt of the Concession.

12.4 Audit

The Forum's accounts shall be audited or independently examined at least once a year by auditors or independent examiners appointed by the Executive Committee.

- a. None of the following persons shall be appointed as an auditor of the Forum:-
 - i. Any member of the General Committee.

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- ii. Any person who is a partner of or in the employment of or who employs any member of the General Committee.
- b. Every appointment of an auditor shall be made by resolution at the Forum's AGM.
- c. The audited accounts shall be presented by the Treasurer, to the Forum at the AGM, together with:-
 - i. The auditor's report on the accounts examined by them, and
 - ii. On the revenue account or accounts, and
 - iii. The balance sheet of the Forum for the year of account in respect of which they were appointed.

13. Communications

With all interested parties and stakeholders shall be by, and with:-

13.1 Plotholders

- a. Forum will keep Plotholders informed of its activities through the use of Minutes of Meetings, or Summarized Minutes as appropriate, and such other notices as may be required.
- b. Such Minutes and Notices will be distributed through the Site Reps, who will post them on their Site Notice Board(s), and
- c. Will be posted on the Forum's web site by the Secretary, or authorised Web Site Administrator

13.2 An Annual Report

- a. The Forum shall produce an Annual Report at its AGM, which shall be circulated and advised to all Plotholders, as above.
- b. The content of the Annual Report shall reflect the work of the Allotment Forum over the preceding 12 months and make recommendations for the coming year.

13.3 WCC

- a. The Forum will liaise with the WCC through the medium of inviting its representative(s) to its meetings as appropriate, and at its sole discretion.
- b. In the normal course of events an invitation will be commonly extended, and not unreasonably withheld.

13.4 Web Site

- a. The Forum will maintain and keep up-to-date its web site
- b. The web site is fully funded by the WCC, and is hosted either on its own servers, or outsourced at the WCC's discretion.
- c. The Forum's Web Site Administrator(s) will update the web site pages as follows:
 - i. Individual site information – Provided by the Site Rep.
 - ii. General information & policies – Provided by the Forum's Chairman / Vice-Chairman / Secretary / Web Site Administrator(s), as decided from time-to-time at the Forum's sole discretion.

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14. Environmental Policy

The Forum has an important role to play in promoting sustainable lifestyles.

- a. Nationally, and locally the Allotment Movement is supporting a range of national, and local initiatives aimed at improving the quality of life, and the environment.
- b. The Forum is committed to reducing the impact of its operations, and those of its Members and Plotolders on the environment, and promoting sustainable allotment practice.

15. Religious & Political Discussions

- a. No sectarian or party-political questions shall be introduced at any meeting of the Forum.
- b. No action of the Forum shall be directed towards the propagation of any religious or party-political doctrines of any political party or religious body.

16. Amendments to the Constitution

Proposals to change this Constitution must be submitted in writing to the Secretary, supported by the names and signatures of no less than four General Committee Members.

- a. Such proposals shall be received by the Secretary, and distributed to all General Committee Members not less than 7 days prior to the first General Committee meeting at which it is to be considered.
- b. Notice of each such meeting must have been given to the General Committee members not less than 7 days prior to the meeting.
- c. The Notice must include full details of the Proposal giving the precise wording of the proposed change(s) to the Constitution.
- d. Any Proposal will require the approval of two-thirds of members present at the meeting.
- e. Such Proposals may only be submitted for approval, and approved at a General Committee meeting

17. Dissolution of the Forum

The Forum may be dissolved at any time by a resolution passed by a two-thirds majority of the members present, and voting at a General Members Committee meeting convened for that specific purpose.

- a. If such a resolution shall be confirmed, the Committee shall have the power to dispose of any assets held by or in the name of the Forum, as decided by a simple majority of those present.
- b. Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards charitable purposes to institutions having objects similar to some or all of the objects of the Forum.

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18. Issues, Interpretation, Conflicts etc.

a. Constitution:

In the event of there being any issues, matters or disputes arising from any of the above clauses, including those regarding meaning or interpretation thereof, or

b. WCC

In the event of there being any conflict regarding the application or interpretation of the above clauses between the Forum and the WCC, including those regarding meaning, application or interpretation thereof, then

in either case:

- c. The matter will be referred to the Forum's Executive Committee to hear the arguments, and make the ruling and final decision, and if required:-
- i. In the event that The Executive fails to reach a decision at all, or by a majority, then the Chairman will decide, or cast the deciding vote.

ADOPTION OF CONSTITUTION

THIS CONSTITUTION was adopted as The Constitution of Worcester Allotment Forum at a General Meeting held on the _____ of _____ 2018

Chairman of Meeting – Mr C.W.T. THORP (Forum Chairman)

Signature: _____

Secretary of Meeting – Mr. Martin Hodgson (Forum Secretary)

Signature: _____

For and on behalf of Executive Committee Worcester Allotment Forum

Date: The _____ Day of _____ 2018