



Worthing Allotments and Gardens Association

Constitution

Last approved at the AGM on 19th October 2022

1. NAME

The name of the Association shall be Worthing Allotments and Gardens Association. The group was previously known as Worthing and District Allotments and Gardens Association has been in existence since 1948.

WAGA and has been a private company limited by guarantee without share since 20th February 2016. This was to protect committee members against possible legal action. The current Directors are; Jack Powis (Chair), John Martin (Secretary) and Janet Robins (Trading Secretary).

2. OBJECTIVES

The objectives of the Association shall be:

- a) To promote allotmenting and gardening and to instigate action on behalf of and for the benefit of members in that context.
- b) To represent the interests of allotment holders & other members and assist Worthing Borough Council and their managing agents.
- c) To negotiate advantageous rates for members when purchasing horticultural materials, seeds and sundries which shall be sold through the Association stores.
- d) To arrange for instruction in horticulture; also lectures, exhibitions, competitions and social events and to organise the distribution of relevant literature.
- e) To maintain the publishing of Association news through the Newsletter and other formats.

3. MEMBERSHIP

The Association shall consist of allotment holders and gardeners and a few honorary members. The Association is committed to the inclusion and recognition of all members regardless of race, age, culture, ability, ethnicity or nationality, gender identity and expression, sexual orientation, marital status, religious affiliation, and socioeconomic status.

4. SUBSCRIPTIONS

To join the Association an initial joining fee plus the annual subscription is to be paid. Thereafter every member shall pay the annual subscription as may be determined at the Annual General Meeting or at an Extraordinary General Meeting.

Subscriptions shall be paid in advance by the 30th of April each year. Anyone joining the Association after January will be entitled to membership until April the following year. A Membership Card will be issued.

Membership of the Association is by household so long as the individuals in that household are over 18, but only the member listed on the card has a vote at the AGM and only one copy of Plotholder will be delivered to that household.

5. NEWSLETTER

The newsletter will be issued to all members in electronic form by email. A paper copy will only be issued when specifically requested by the member and will be limited to one per household.

6. ARREARS

Any member who has not paid their Subscription by 30th April will be deemed to have ceased to be a member of the Association. For anyone renewing after this date a re-joining fee will be charged.

7. OFFICERS

The Officers of the Association shall be Chairman, Secretary and Treasurer. Whenever possible, either Chair or Secretary should not be a WAM/HACA committee member.

8. COMMITTEE

The affairs of the Association shall be conducted by a Committee of Management of not less than 8 members. The Committee and other Officers shall retire at the Annual General Meeting but shall be eligible for re-election.

Unless otherwise determined a quorum at Committee Meetings shall not be less than 5 members. Casual vacancies shall be filled by the Committee and members so appointed shall hold office until the next Annual General Meeting following.

The Committee may also appoint a distinguished individual to the Honorary position of President. This position will be for 3 years initially. If appropriate this could be extended in increments of 3 years. The committee can also co-opt additional members for short periods to help with specific projects or tasks.

9. GENERAL MEETINGS

At the Annual General Meeting, to be held in November, the Audited Accounts and the Secretary's Report shall be presented and the Officers and Committee Members for the ensuing year elected. Appointment of an auditor who is not a member of the Committee, shall be made.

Other committee members will submit written reports to be given to those attending and to be added to the meeting records.

Special General Meetings can be called on the requisition in writing of at least 10 members.

All members must be given 14 days notice and told what change is proposed.

- (1) **Changing the Constitution** - The constitution may be changed by a two thirds majority of members present and voting at a Special General Meeting.
- (2) **Emergency Special General Meetings** – to allow the members to decide on important issues.

Notice of such meetings will be posted on the notice boards at each site as a minimum.

In the case of equal voting the Chairman shall have a casting vote.

10. DISCUSSION AT MEETINGS

No party-political or sectarian discussions shall be raised, or resolutions proposed, either at any Committee or General Meetings of the Association.

11. FUNDS

The Committee shall open a Banking Account(s) in the name of the Association with such bank as the Committee may select and all monies from any source shall be paid into such account(s) by the appropriate committee member on behalf of the Association.

The Treasurer shall be responsible for all the Association Funds, for keeping accounting records thereof and presenting the Accounts for the Audit at the end of the Financial Year. Cheques drawn on the Account of the Association will be signed by any two of three nominated Officers.

12. OFFENCES

The Committee may terminate the membership of a member whose conduct is proved to their satisfaction to be detrimental to other members. Any charge against such a member must be communicated in writing with proof of delivery. An appeal against a decision of the Committee may be made.

13. DISSOLUTION, etc.

Winding up – the group may be wound up by a two thirds majority of members present and voting at a Special General Meeting. Any money or property remaining after payment of debts must be given to a group with similar (charitable) purposes.

14. MATTERS NOT PROVIDED FOR

Any matters not provided for in these rules shall be dealt with by the Committee at their discretion.