

## **RULES AND MEMBERSHIP AGREEMENT: FAIRFIELD ALLOTMENT HOLDERS ASSOCIATION**

The allotments are primarily for the benefit of residents of the Fairfield district of Lancaster and for traditional cultivation only.

Applications for plots must be made in writing to the Secretary and allocation is at the discretion of the committee.

The named plot or half-plot holder becomes a member of the Fairfield Allotment Holders Association. Membership gives voting rights at the Annual General Meeting held on the second Tuesday of February. Attendance at this meeting is expected.

The following rules form an agreement between the member and the committee of the Fairfield Allotment Holders Association. In the main the rules relate directly to the conditions of the lease of the land from the City Council.

1. At the A.G.M. will be announced the amount due for annual rent, any discounts available and any levies for arrears in rent. The rent is to be paid to the Treasurer at the conclusion of the A.G.M., or by the end of March in the same year.

Failure to pay when given due formal notice will result in membership being terminated.

2. All members must have a key to the gates of the allotments. These can be obtained from the Treasurer for a small charge. When any member relinquishes their plot or ceases to be a member they must return their key to the treasurer.

All members are urged to lock gates when they leave in the late evening or on any occasion when there are few members in evidence on the allotments.

3. Each member is responsible for numbering their plot and insuring that the number is clearly visible.

4. Any member wishing to vacate their plot must inform the Secretary in writing by 31<sup>st</sup> January, failure to do so will forfeit the year's rent.

5. In the event of a half-plot becoming available the member on the other half is given preference to take it on, followed by immediately neighbouring halves. If there is a waiting list no member having a full plot will be entitled to take on further plots until the list is satisfied. Members may join the waiting list for further half-plots or to change plots, but again may not be allocated more than one full plot whilst there is a waiting list.

6. On no account is any member permitted to sub-let the whole or any part of their plot.

7. No children under the age of fifteen years will be allowed in the allotments unless accompanied by an adult. Children brought onto the allotments are there at the parent or guardian's own risk.

8. Keeping of livestock on the allotments is not permitted.

9. Any dog brought onto the allotments must be kept on a lead and not allowed to roam. Whilst on the plot dogs must be tied to a shed etc. or to a stake in the ground. All mess must be immediately cleared by the owner.

10. Only twenty-five percent of any plot may be used for the purpose of growing fruit bushes. This is not to be exceeded in any way.

11. The planting of trees is not permitted. Trees that have self-seeded, or are on the plot when taken on should be removed.
12. The main cart roads are to be kept at eleven feet wide and must not be encroached upon. Members are responsible for keeping the grass cut (if necessary) and keeping clear of rubbish any part of the main cart road abutting their plot.
13. Between each plot there must be a footpath no less than eighteen inches wide. Members are responsible for the maintenance and good order of these footpaths.
14. Sheds erected on plots must not exceed seven feet in height or thirty-six square feet ground area. Greenhouses must not exceed a ground area of one hundred and twenty square feet. Permission to erect a shed or greenhouse must be sought from the secretary in writing quoting the dimensions of the proposed structure. The member will be instructed as to the position on the plot where the structure may be erected and this must be observed.
15. No hoses or pipes may be attached to the water system and all taps must be turned off after use. Members are strongly urged to collect rainwater to minimise the use of metered water.
16. In order to maintain good relations with our neighbours and the local community, members must be responsible when lighting bonfires. Notice should be taken of the wind direction so smoke does not blow onto neighbouring houses etc. Fires should be carefully monitored and extinguished before leaving the site.
17. If plot holders wish to use radios, they should be kept at a volume that does not disturb other members.
18. Each member is responsible for keeping his or her plot and path tidy and in a well-maintained and cultivated condition. If the member fails to do so to the satisfaction of the committee, this will be officially brought to their notice. If within one month there is no significant improvement a final letter of termination of membership will be issued and the years rent forfeited.
19. Any member stealing goods or produce from another plot will have their membership terminated.
20. A record is kept of all members contact details. The Secretary must be informed of any changes to these details.

**Chair: Manjeet Lamba**  
**Treasurer: George Burnett**  
**Secretary: John Lambert** (Address below).

Name (print):.....
Plot Number(s).....
Address:.....
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.....
Telephone number:.....
Email Address.....
Eligibility for rent discount.....
Signed:.....
Date.....

Signed on behalf of Fairfield Allotment Holders Association By <b>John Lambert (Secretary)</b> <b>6 Carr House Lane Lancaster</b> <b>LA1 1SW</b> <b>01524 849371</b> <a href="mailto:secretary@fairfield-allotments.co.uk">secretary@fairfield-allotments.co.uk</a> Signed..... Date.....
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