



OFFLEY ALLOTMENT ASSOCIATION (OAA)

MISSION STATEMENT

'To plant a garden, is to believe in tomorrow'

Our wish is to create a pleasant working environment for members and visitors to enjoy growing produce and to enhance the surroundings of the OAA's country setting, for the benefit of all.

RULES and REGULATIONS

1. **CORONAVIRUS:** Respect the Governments directions and instructions in keeping all members and visitors to the Allotments safe.
2. **RESPECT:** The Rules and regulations created by the members and set by the committee, for the benefit of all plot holders and visitors.
3. **MEMBERS:** respect all members and their individual plots and space.
4. **MEMBERS TENANCY AGREEMENTS:** These help to clarify and set out the guidelines to maintain the rights of individual members. Should questions or queries arise, then these should be the first point of reference.
5. **MANAGEMENT COMMITTEE:** The Committee is an elected body set up to manage the allotment site with the express intention to enhance the future and continued success of the allotments and the OAA, for the benefit of its members and local residents. Decisions will be taken by vote with every member eligible to participate, the Committee serves to enact these decisions. The Committee will make themselves available and accessible to support members with any queries, requests or concerns via email, telephone, or WhatsApp (see contact adjoined sheet for details).
6. **MEETINGS:** The Committee will meet at least four times per year. Members will be invited to attend a meeting (by Zoom, on the site, or potentially the Village Hall or the Green Man) on a regular basis as matters arise.
7. **INTERNET and CONTACT :** Committee members will be available on the group email address: OAA.Committee@gmail.com or via their personal contact details and preferred means of communication as set out in the Association's contact list. This list will be kept up-to-date by the Committee Secretary.
8. **GRIEVANCES :** Members can raise a grievance by contacting the Committee Chair. All issues will be managed with discretion and actions agreed with the complainant. If the complaint involves the Chair, members can raise an issue with any other Committee member.
9. **EQUALITY, DIVERSITY, INCLUSIVITY:** all allotment applicants and Association members will be treated equally and without discrimination based on any protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation). Any reports of discriminatory or offensive behaviour will be taken very seriously and acted upon – please read our Equality and Diversity Policy for more details.
10. **INSURANCE : Indemnities.**



'A thing of beauty, is a joy forever'

RULES : A set of instructions which tells us the way in which things are to be done.

REGULATIONS : These are the rules which are authorised by the legislation (the Committee, and agreed by the Members.)

FLEXIBILITY : The above should not be regarded as rigid, but flexible, dependent upon the circumstances.

Though this document appears to be set out in a formal manner, it is the attention of all the Committee members and the allotment members to regard each other as 'allotment family' and treat each other as such.