Wolston and Brandon Allotment and Gardens Association



MEMBERS HANDBOOK 2021

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The Allotment Association is a member of the National Allotment Society and the Royal Horticultural Society. See page 3.





WELCOME

The Wolston and Brandon Allotment and Gardens Association (the "Association") extends a warm welcome to all new members and also hopes you will enjoy your allotment plot and the wonderful produce you will be growing.

Taking on an allotment plot is a commitment with many benefits. Fresh air and plenty of exercise culminating at harvest time with produce that tastes really good. There is nothing quite like picking fresh produce, taking it home and preparing a meal with 'home grown food'.

The allotment site is approximately 12 acres and there are about 90 allotment plots. Plots are full size, half size, and quarter or garden plot size.

The Association is the tenant of the allotment land and our landlord is the Wolston Parish Council who in turn lease the land from the C.R.E.W. Wilcox Trust. The Associations' documentation, in the form of the Constitution, the Tenancy Agreement and this Handbook, describe and identify the way in which the Association meets the requirements of its landlord and the lease agreement. These documents also include information about the Association along with the Associations' Rules, which apply to all members of the Association.

THE ASSOCIATIONS' NATIONAL MEMBERSHIPS

The Association maintains annual membership of The National Society of Allotment and Leisure Gardeners (NSALG) and The Royal Horticultural Society (RHS). Membership of these organisations allow members to obtain various seasonal discounts, access codes will be provided as and when they become available. These discounts along with a host of other information can be found in the members section of the respective web sites.

MEMBERSHIP

The Association has two categories of membership, Full Members and Affiliate Members. This Members Handbook has been produced primarily for Full Members of the Association (plot holders), to provide general knowledge about the Association along with identifying the rules, responsibilities and duties of each member. These rules, responsibilities and duties are an inherent part of the Tenancy Agreement, which will have been agreed and signed by each Full Member.

New members and existing members should ensure they are fully aware of all the requirements of their Tenancy Agreement and of the requirements documented in this Members Handbook.

It may be necessary from time to time for the Management Committee to issue amendments or additions to these rules and requirements. If necessary, these will be communicated to all members via email or other suitable means.

An approved Constitution is maintained by the Association, which details the objectives of the Association and identifies the way in which these objectives are met. A copy of this Constitution will be given to you when sign your tenancy agreement.

The Association is also developing a web site which will contain current information about the Allotment Association, along with specific forms and a host of other useful information.

The Association also has a dedicated email address enabling the Management Committee (the "Committee") to expediently circulate information to the membership and for the membership to contact the Committee on Association matters.

Email: admin@wbaga.co.uk

ASSOCIATION OFFICERS and MANAGEMENT COMMITTEE

The Officers of the Association are the President, Chair, Vice Chair, Secretary and Treasurer. The President is a lifelong honorary position, with the Chair, Vice Chair, Secretary and Treasurer being members of the Management Committee.

The Management Committee (the "Committee") is elected every year at the Annual General Meeting, held at the beginning of each year. The Committee members are proposed and elected by the general membership at the Annual General Meeting (AGM), any member can stand for election to the Committee.

The Committee has the powers bestowed on it to make rules and decisions for the efficient and effective administration of the Association and it will include committee members who have specific roles. These roles may include Plot Allocation, Site Maintenance, Show Organiser, Web Site and Marketing.

Roles and Responsibilities of Management Committee Members

Chairman

- To provide direction and leadership to the Committee and Association as a whole
- To co-ordinate the work of the Management Committee and Chair the meetings of the Committee
- To have the casting vote on committee matters where the decision of the members is tied
- To represent the Association in external matters affecting the work of the Association

• To liaise with the Executive group (Secretary, Treasurer, Vice- Chairman) in dealing with urgent matters requiring a decision.

Vice-Chairman

- To deputise for the Chairman in his or her absence
- To carry out the Chairman's duties, as listed above, whilst deputising for the Chairman
- To act as a member of the Executive group.

Secretary

- To act as a member of the Executive group
- To keep records of meetings and produce minutes of the Management Committee meetings
- To deal with correspondence on behalf of the Association
- To take the lead in all matters relating to the efficient administration of the Association
- To maintain the file of "working documents" keeping them up to date and operational.

Treasurer:

- To act as a member of the Executive group
- To keep accurate records of the financial dealings of the Association including the official Rent book of tenants
- To produce "end of year" accounts, ensuring these are reviewed and presented to the Associations' Annual General Meeting.
- To advise the Management Committee on the financial health of the Association and to advise on the financial implications of any Committee decision
- To seek new sources of funding and advise on their suitability for the Association
- To oversee the efficient collection of rents
- To handle all cash and maintain contact with the Association's bank
- To settle the Association's debts
- To ensure that expenditure and commercial decisions are in accordance with financial probity
- To ensure the existence of an annual financial plan and allocate departmental budgets.

Trading Secretary

- To organise and manage the Trading Shed.
- To keep the Trading Shed stocked and respond to Association members' requests for products.

- To maintain contact with the suppliers of products to the Trading shed
- To negotiate "best deals" with our suppliers
- To organise a rota of volunteers for serving in the shed at weekends.
- To organise the purchase and sale of seeds and seed potatoes at the appropriate time of year
- To promote the trading shed as a business and to maximise profits.
- To keep accurate record of purchases and sales.

Site Maintenance Manager

- To organise the repair and maintenance of fixtures and fittings on the site
- To make, or oversee the making of, new fixtures and fittings needed by the Association on its site.
- To organise and manage maintenance work parties drawn from the Association membership.
- To work in association with the Land Manager.

Land Manager

- To organise and manage the clearance of vacant plots
- To organise and manage members' work parties in the development of cultivated areas.
- To work in association with the Site Maintenance Manager
- To organise and manage the employment of external contractors required for site maintenance.

Plot Letting Manager

- To act as front-line liaison between the Association and potential plot holders
- To let plots to aspiring allotment gardeners requesting plots.
- To induct new members into the rules of the Association and to ensure that the tenancy agreements are completed, signed and understood by new plot holders.
- To ensure that relevant details of new plot holders are passed on to the Treasurer (rent book) and Chairman (e-mail register).

Management Committee members

- To join with other members of the Management Committee to decide on matters pertaining to the good governance of the Association.
- To represent the membership and represent their needs and wishes in the Management Committee.
- To offer leadership to the members in bringing forward new ideas and projects which will improve and enhance the Association.

Sub-Committees

Several Sub-Committees have been setup to manage, investigate and develop various areas of management responsibility. These sub-committees report regularly to the Management Committee:

Flower Show Sub Committee

- To organise the Annual Flower show
- To organise and publish the Show Schedule and the rules pertaining to the exhibiting of items in the show.
- To liaise with external judges needed for the independent judging of the exhibits.
- To undertake such planning programmes as to ensure that the show proceeds smoothly and without interruption.
- To organise a raffle, draw to raise money for the Association
- To publicise the Flower show to attract the widest possible audience.

Social Sub Committee

- To organise three social events a year
- The events must increase the social/community aspect of the Association and be a source of significant fund raising.
- To publicise the social events to the widest possible audience and enhance the reputation of the Association as a proactive Community group.

Finance Sub Committee

- To advise the Management Committee on new sources of funding
- To make application for external sources of funding
- To create and implement a 5-year plan as agreed with the Management Committee.
- To advise the Management Committee on better, more cost effective, methods of working.

THE SHED

The Association operates a Trading Shed (the "Shed") which is stocked with a range of goods available for sale to members of the association, whether they are plot holders or affiliate members. There are various types of compost, fertilisers, pest control products, chemicals for soil treatment, netting, canes, tools and at specific times during the year seed potatoes and much more. Many items of which can be purchased either as full bags by weight or as single items.

The trading shed aims to offer goods at a competitive price, although the range of goods on offer isn't as large as the garden centres might offer, the stock will always be of the best quality. We are also able to offer seasonal goods like fertiliser in smaller quantities than the big outlets.

So please come and visit the Shed and make use of the facility and the competitive prices.

A click and collect system, as well as a contactless payment facility, is available at the Shed, price and stock list can be requested emailing by orders4wolstonshed@gmail.com The price list will tell you how to make payment and how and when to collect your order. So that you can buy your gardening supplies from the Shed, we must charge a joining fee of £5.00 a year (this only applies to non-plot holders). The fee will be automatically added to your first order. We must do this to stay within our tenancy agreement.

The Shed is open (except throughout November, December, January and February) Saturday mornings from 10.00am until 12.00 noon and is run by a great team of volunteers from the Association and the general public.

You don't need to be associated with the allotments to volunteer, everyone is welcome to join in with our social events, site maintenance or helping in the shed, learn new gardening skills make new friends, join us for a bit of a laugh with a cup of tea and a cake.

We thank all the volunteers for giving up their time for this valuable facility.

The 'Trading Shed' is also used for rent collection once a year.

SECURITY

Security of the site has been significantly improved in recent years, the major improvement being the installation of new gates at the entrance to the site, in Stretton Road, funded very kindly, by our landlord the Wolston Parish Council.

Whilst the pedestrian gate will be unlocked during the day the main vehicular access gates should be kept closed and locked with authorised access only.

The vehicular access gates have "combination padlocks" fitted. Each member will be notified of the combination for these padlocks and it is the responsibility of every member to ensure that these gates are kept closed and locked at all times. The combination number of these padlocks should not be revealed to any third parties.

Please ensure that your tools and equipment are stored safely and not left visible on your plot when not in use. There have been instances in the past of theft of produce and of belongings, so please be vigilant and report any unusual behaviour or sightings to a member of the Committee and any theft to the Police.

As you are aware the allotment site is large, over 12 acres, and there are 90 plots and as such it is difficult to know every person on the site. Sometimes people will wander onto the allotments for a walk, and sometimes for other purposes. Don't put yourself in any danger by challenging them, but if you feel that their reason for being there isn't healthy, make them aware that you are aware of them, try and remember something about them, just in case. Remember, the allotments are on private land.

PERSONNEL SAFETY AND SAFETY AROUND THE SITE

Everyone has a duty of care to ensure their own safety and to ensure no one else is affected by their actions. Often people are alone when working on an allotment garden, it is therefore sensible to tell someone close to you when you are going to your allotment garden and how long you will be there. It is also advisable to carry some form of identification on your person together with those all-important emergency contact details.

Accidents do happen, and no matter how you might be injured be it a small cut to something more serious, the incident needs to be attended to properly and swiftly. Carry a small 'First Aid' kit with you so that minor cuts can be protected from infection. Anything more serious will probably need medical attention. Contact details and emergency plan details are posted on the notice boards, together with the 'what three words' location reference on the door of the trading shed and will be updated regularly.

highbrow.clerk.stumpy is the allotments' what three words reference.

Consideration and Courtesy to other members

All members are at the Allotment Site for the same reason to enjoy the facility and tend their plot, whether it is growing flowers, vegetables, or fruit. Therefore, please ensure courtesy and consideration is given to other members and their plots whilst enjoying your allotment plot.

Health and Safety and Safeguarding

Health and Safety and Safeguarding are taken seriously by the Association and have an agreed Health and Safety Policy and Safeguarding Statement. Copies of these are included in this handbook at pages 18 and 19 respectively.

A member of the Management Committee is nominated to ensure that the requirements of these policies are implemented satisfactorily and to act as the focal point for any issues arising. A review of the allotment site will be undertaken every 6 months to identify any hazard or risk and report these to the Management Committee for review and remedial action as required.

Management Committee Meetings will ensure both Health and Safety and Safeguarding are considered and discussed as necessary, with the minutes identifying any issues and remedial actions required.

Any member identifying a potential hazard or risk should report this to a Committee Member, who will ensure the issue is raised with the Management Committee.

Members should however be vigilant while working on their plots and not do anything that compromises their or other members safety.

Children on Site

Children are welcome on the allotments but must be carefully always supervised by a responsible adult.

Dogs on Site

As a pet owner, you may bring your dog with you to the site. The dog must always be kept under control and therefore it is required that the dog is always kept on a leash while on the site and that you always clean up after your dog. Repeated failure to follow this rule might affect your tenancy.

Public dog walking is not allowed.

Public Access

There is not a public thoroughfare through the site. However, from time to time we have had dog walkers and parents taking children for a stroll. Parents with children may not be fully aware of the hazards there are on the site, many of which are hidden, and should be encouraged not to use the site to take children for a stroll.

If you bring visitors to the site, please make them aware of the site rules and potential hazards.

COMMUNITY ACTIVITIES

The Association organises several activities in the community throughout the year, including organising the Village Annual Flower and Vegetable Show.

Our Social sub-committee is also very active organising various events throughout the year. These have included a skittles evening, a summer barbeque, and a quiz night, we also take part in the bi-annual Garden Walkabout.

Volunteers are always welcome to help out with these events too. All these events are well published so please give your support to your Allotment Association and Wolston village.

The Village Annual Flower and Vegetable Open Show

Each year in September, the Association organises the **OPEN** Show, which means anyone can enter. A wide range of categories including vegetables, flowers, flower arrangements and home produce such as cakes, jams and chutneys. The children's section is very popular. Personalised certificates are awarded to each category winner. Certificates and trophies as appropriate are presented at the end of the Show.

Other Social Events

The Association has an extremely active Social Sub-Committee, who have in the past arranged extremely very well supported events that have included a summer barbeque, a skittles evening and a quiz night. Many more events planned for the future. All these events are open to the local community.

We as a group want to welcome, everybody to our fund raisers. There is always a great sense of competition among the plot holders to win prizes for the best fruit and vegetables we are always happy to include something that you have grown at home.

New ideas for fund raisers that draw people in and give everyone pleasure, are very welcome

RULES AND RESPONSIBILITIES

Cultivation and use of Plot(s)

The Tenant shall:

a. Cultivate the allotment plot in such a manner as to preserve its fertility, keep it tidy, free from weeds and rubbish and well mulched and/or manured, and maintain it as

- such to the satisfaction of the Committee. The Management Committee reserves the right to inspect the plot at any time to ensure that the tenant is cultivating in accordance with the terms of the tenancy.
- b. Shall use appropriate composting methods, i.e. a compost bin to recycle any vegetation from their plot, on their plot.
- c. Shall equip any structure on their plot with appropriate water collection receptacles.
- d. Shall allow their plot to be inspected by committee members twice a year, once in spring and once in early autumn. The inspection sheet and the criteria on which a plot is measured will be made available prior to the inspection, on the day that the inspection date is first advertised. A copy of the result will also be available to the plot holder on request.
- e. Recognise that all new plot holders will initially be offered a quarter plot/ garden plot to cultivate in their first year. If plot inspections show that they are struggling to cope with the plot, they may be offered a plot in the next size category at the next rent day. This is done at the discretion of the management committee.
- f. If the plot is left uncultivated this may lead to a termination of the tenancy. As a guide the Association considers that 50% of the plot should be properly cultivated within the first year of the tenancy and that 75% should be cultivated by the end of the second year and thereafter, with the remainder of the plot being well managed and weed free:
 - i. The Association will first write to the tenant giving 28 days' notice to improve it or risk the tenancy being terminated, and inviting the tenant to offer reasons for the condition of the plot
 - ii. The tenant may appeal in writing to the Association Secretary within 14 days of the date of the warning letter. In exceptional circumstances the period allowed for the plot to be brought up to standard may be extended.
 - iii. At the end of the notice period if, in the opinion of the Committee, the plot is not of a reasonable standard the tenancy will be terminated.
- g. Ensure maintenance of any boundary pathway or roadway that is adjacent to the allotment ensuring it is kept free from any obstruction, and to cut the grass and trim back any hedges.
- h. Ensure all pathways between plots are well maintained. This is a joint responsibility of the relevant plot holders.
- i. Not cause any nuisance or annoyance to the occupier of any other allotment or obstruct any path set out for the use of the occupiers of the allotments.
- j. Only park vehicles in areas designated by the Association, other motor vehicles will only be allowed access for the purpose of delivery and collection of goods.
- k. Not take, sell or carry away any mineral sand or clay.
- I. Not cut or prune any timber or trees not forming part of the allotment plot, without the permission of the Committee.
- m. Keep every hedge that forms part of the boundary of the allotment plot properly cut and trimmed, keep all ditches properly cleansed and maintained and keep in repair any other fences and other gates or sheds on his allotment.

- n. Not deposit or allow other persons to deposit on the allotment plot any refuse or decaying matter (except manure or compost in such quantities as may be reasonably required for use in cultivation) or place any matter in the hedges ditches or dykes situated in the allotment field of which the allotment plot forms part or in any adjoining land.
- o. Ensure all reasonable care of trees, hedges and crops on neighbouring plots when using fertilizer and sprays, along with choosing chemicals which will cause least harm to neighbours, the general public, birds and wildlife.
- p. No member that volunteers at a work party will be expected to exert themselves beyond their physical capabilities. Helping in the Shed, whether helping with stock control, or serving customers is included in the maintenance activities.

MEMORY ORCHARD

An area of the allotment site, at the far end of the site, which has in the past been found to be unsuitable for allotment plots, has been allocated as the Associations' Memorial Orchard. We are managing this area as a traditional orchard, planting mainly fruit trees, and enhancing with native wildflowers. All members are invited to purchase and plant trees in this area in memory of past loved ones and get involved in the seasonal volunteer maintenance parties that look after the site. The objective is to fill this area with trees to produce in the fullness of time a well-maintained orchard that can be enjoyed by all and enhance the site for the local wildlife.

BEES

- a. The Association recognizes the value of bee's as pollinators and the benefits of having bees on site. However, to ensure both the wellbeing of the bee's and plot holders, the association has allocated an area within the Memory Orchard for the beehives and have basic rules, based on good practice guidelines from the British Beekeepers Association:
- b. Only paid-up plot holders may keep bees on the allotment site.
- c. Any plot holder wishing to keep bees should contact a member of the Site Management Team to seek approval prior to installing hives.
- d. A maximum of six hives are allowed, with a maximum of two hives per person.
- e. All beekeepers must be fully paid-up members of the British Beekeeping Association and will be required to show their membership card and insurance details prior to consideration for approval
- f. All members keeping bees must hold current third-party insurance.
- g. All hives must be registered with FERA.

- h. Beekeepers will be responsible for the maintenance and well-being of their hives and adjacent areas.
- i. No beekeeping equipment to be kept within the hive area.
- i. All hives must be inspected at least once a week.
- k. Any member with a hive will take responsibility for collecting and managing any swarm found on site.
- I. Any vandalism must be reported to the police and a committee member as soon possible.
- m. Members wishing to give up their hives should give the committee at least one-month notice.
- **n.** Members failing to comply with the above basic rules will be asked to leave the allotment site.

PROHIBITED ITEMS

Carpet

Carpet must not be used nor brought onto the Allotment Site. Using carpet to either protect plants or as a base for paths or any other reason is strictly forbidden. Most carpet construction uses fibres that do not degrade and if burnt produce carcinogenic substances.

Poly Tunnels

Poly Tunnels are not to be erected on the Allotment Site. Although an inexpensive alternative to a greenhouse, they are unsightly and in time perish, with both the covering and supporting structure leaving ground contamination. Wonder Walls Netting Tunnels are acceptable.

Asbestos

Asbestos in any form must not be brought onto the Allotment Site. There already exists on site several asbestos structures and while these continue to be intact and undamaged, they can be considered relatively safe to be used. Once damage has occurred these must safely be removed.

Barbed and Razor Wire

Barbed or Razor wire must not for any reason be brought onto or used on the Allotment Site.

Ponds

Ponds are not allowed, due to the inherent safety and associated maintenance issues, along with the open aspect of the allotment site.

Livestock

The keeping of hens on site is allowed. The management committee need to approve the application and there is a separate tenancy agreement.

OTHER PROVISIONS AND ACTIVITIES

Water

Water troughs are provided at intervals along the centre driveway. To avoid frost damage, the water is turned off during the winter months. When using the water butts, please replace the lids after use. Hose pipes and sprinklers are not allowed.

Water butts, and water harvesting are encouraged, but please be mindful of others safety water collection units, used on the allotment plots to gather rainwater must not be left open and must have the lids/covers fitted correctly.

Manure

All plots will benefit from being manured (also in the tenancy agreement). Supplies are sought and offered to members. It is difficult if not impossible to deliver manure to plots that are not directly off the main drive, we therefore ask plot holders that are directly joining the main drive to allocate 2 meters at the drive end of their plots to facilitate storage of manure for the plots that are directly behind.

Waste and Bonfires

There will be as a normal part of Allotment Gardening an amount of waste generated. Much of this can be 'composted'. The material that cannot be composted has to be dealt with. There are two suggested ways to do this:

- (a) Remove from the site and place in your domestic waste recycling bins at home or take to the local council recycling facility.
- (b) If you decide to have a Bonfire, please be aware that this may only be lit when the wind is in the correct direction. This direction is a northerly wind, that is to say when the wind is blowing, the wind must carry the smoke away from Warwick Road and Stretton Road, towards the field that runs along the rear of the site. We must be considerate to our neighbours and not allow smoke to drift into their houses.

Recycling/Upcycling

Upcycling/recycling is encouraged.

Please before you go and buy new equipment, ask us, we might have something to fill the need. Or we might be able to order something via the shed at a competitive price for you.

If you need to dispose of your rubbish or unwanted items that are not re-usable please take it to the tip. It costs the Association funds that we don't have to dispose of your rubbish.

The Objectives are:

- a. To provide members of the Association with materials to undertake projects/improvements to their plots in a cost effective and sustainable way.
- b. To provide the maintenance team with cost effective materials to maintain and where possible improve the site.
- c. Where possible to increase income opportunities through effective recycling of other peoples unwanted products.

Incoming Materials

- a. It is vital that the area doesn't become a dumping ground for unwanted junk, as this will increase the workload of the committee and the Association. Therefore, all incoming items must be viewed and approved by one of the maintenance team prior to placing into the "upcycling shed". Contact details are posted on the shed.
- b. Products will need to be split into items for projects, items for re-sale and items for general circulation.
- c. General circulation items should be stored neatly in the first open barn (situated adjacent to the Memory Orchard).
- d. Items for re-sale or projects should be stored in the locked barn. <u>Please contact</u>
 <u>Joe or Francis for access</u> via <u>admin@wbaga.co.uk</u>
- e. The general circulation barn should have areas clearly signed and labelled to avoid confusion.

Outgoing Materials

- a. The general recycling area is available to all association members who wish to use the materials.
- b. Items from the re-sale/projects barn should be itemised and listed in the Trading Shed and on noticeboards.
- c. Members wishing to purchase items should do so via the Trading Shed.

d. Access to the purchased items area is buy via a key holder only (<u>Joe or Francis</u>).

DUE TO THE GROUND SURFACE PLEASE REFRAIN FROM USING UNSUITABLE VEHICLES IN THIS AREA. WHEELBARROWS SHOULD BE SUFFICIENT

The Centre Driveway

Many plots are directly off the main drive and those plot holders must ensure that the integrity of the drive is not compromised by ensuring they do not dig too close to the drive edge. If this is done the drive will collapse, so, please leave a margin between your plot and the drive so that there is space for you to stand and talk and somewhere to put some manure.

Wolston and Brandon Allotment and Gardens Association <u>HEALTH and SAFETY POLICY</u>

All activities carry an element of risk and allotment gardening is no exception. Ensuring the site is kept tidy and attractive is one of the best ways to promote a healthy and safe environment for all.

Whilst the principal and most important responsibility for health and safety on the allotment site lies with each and every plot holder, as an association we have a communal duty to ensure that common areas, such as the main and pedestrian access areas, communal paths, boundary hedges and car parks are well maintained and safe.

Our Health and Safety Policy, although summarised in this document, is implemented through our Constitution and Handbook, along with Newsletters and the introduction given to new plot holders. In addition, the Management Committee or designated persons will undertake twice yearly a health and safety risk and hazard assessment, ensuring appropriate actions are taken both to minimise risks and hazards, and to update this policy and procedures as relevant and appropriate.

Injuries and "near misses" along with any risks, hazards or safety related issues must be reported to a member of the Management Committee so that any existing hazard or risk can be eliminated and prevented in the future.

All reported incidents along with the results of the twice-yearly reviews will be documented.

The management Committee will ensure that plots are free from hazards on leasing to a new plot holder and will ensure the new plot holder is advised of this policy and any known hazards.

The Wolston and Brandon Allotment and Gardens Association Handbook details the associations rules and plot holders' responsibilities all of which contribute to the implementation of this health and safety policy.

Most injuries are easily preventable.

Good gardening is safe gardening, and it is everyone's responsibility to ensure that we garden in a safe way

Wolston and Brandon Allotment and Gardens Association <u>SAFEGUARDING STATEMENT</u>

Whilst Wolston and Brandon Allotment and Gardens Association is fully supportive of the requirement for Safeguarding children and vulnerable people. No activities specific to children or vulnerable people are undertaken on the allotment site or arranged off-site by the association.

No Children under the age of 16 are allowed on the Allotment site, unless accompanied by a responsible adult (i.e. parent or guardian).

Where association members undertake support of local projects for children (i.e., support for the local school's gardening club) they are required to ensure that they meet all of the appropriate regulations/checks as deemed necessary by the lead organisation (i.e., the school).