

MEMBERSHIP GUIDELINES OF GROUNDSWELL COMMUNITY GARDEN

Montague Park, Bentley Place, Frankston, 3199

As at 14th October, 2006

OUR VISION for Groundswell Community Garden is that it is a harmonious place, accessible to everyone to build friendships and promote health, well being and sustainability.

OUR MISSION for our garden is to be an outdoor community centre, welcoming all interested people, where the focus is:

- **People (as part of a community)**
- **Organic gardening and permaculture principles**
- **Sustainability**
- **The arts**
- **Learning and teaching**

The following guidelines are the Terms of Reference to which everyone has agreed.

1. Management of the Montague Park Community Eco-Garden

- Management of the **Groundswell Community Garden (GCG)** is by the GCG Committee of Management (COM or committee).
- Members who are not part of the committee are warmly invited and encouraged to participate via other means, for example working groups, feedback, discussion groups, project management and various media eg website and newsletters.
- GCG will be responsible for any damage or repairs required to the site or equipment as a result of vandals.
- A commitment will be made to provide open discussion at every committee and sub-group meeting. Every member and participant will have the right and opportunity to have a voice, be heard, and share any information that is relevant and or will complement the GCG.
- All media communication and promotion is required to be directed to and endorsed by the GCG Committee, or media working group, prior to distribution.
- CGC recognizes and values the diversity of its members and seeks to anticipate and resolve differences. The Rules of Incorporation include procedures for dispute resolution.
- CGC, as an incorporated body, has its own bank account and requires two office bearers to sign for withdrawals for approved spending.
- The committee shall make changes to these guidelines as required for the safe and harmonious running of the group. If a member has any complaints or suggestions for improvement, it needs to be put in writing to the Secretary who will table it for discussion at the next committee meeting and inform the member of the result. If the member is not happy with the outcome, they can put the matter up for discussion at the next general meeting of the members.

2. Who can have a garden plot?

- Application for a plot is open to any resident or any organisation operating in Frankston or surrounding suburbs.
- A person or organisation must be a financial member of the Groundswell Community Garden (GCG) to lease a plot.
- Only ONE plot per household or organisation, though plot sizes may vary.

3. Membership Fees and Plot Rentals

- Fees for membership and plots can be reduced or waived and payment over time can be negotiated at the discretion of the GCG COM.
- Membership fees and plot rentals will be determined annually.
- Membership fees and plot rentals are due each year on 1st July and are payable by the 31st July.
- New members who join through the year will be charged a pro-rata fee.
- The fees will be used for minor improvements and works in the garden, garden supplies such as hoses, tap fittings, garden tools, compost, animal manure and seeds, plants or fruiting trees for communal garden beds, and other costs, as determined by the GCG COM.

4. Garden Plots

- If no plots are available at the time of applying, the applicant's name will go on a waiting list and they will be advised when a plot becomes available.
- Plots are allocated to the persons named on the GCG Membership Agreement.
- Plots are not transferable without the permission of the GCG COM.
- If a plot holder no longer wishes to maintain their plot they must advise the Groundswell Community Garden Committee.
- The proportion of the annual fee that is unused will not be refundable.
- The plot will be allocated to the next person on the waiting list.

5. Responsibilities of Members

- Members are encouraged to openly express and discuss their issues, concerns and ideas.
- Gardeners are responsible for the care and maintenance of their individual plots.
- Members are expected to contribute at least one hour of work for or in the community garden each month.
- Garden beds are expected to be well mulched to conserve precious water.
- Plots and surrounds must be kept free of rubbish.
- Weeds and prunings should be placed in compost bins.
- Diseased plants should be taken home and destroyed.
- Plants considered to be weeds in the local area are prohibited.
- Trellises and bean frames should run in an east/west direction and as far as possible should avoid shading neighbour's plots. Plot holders can work together to achieve this.
- No additional planting boxes or containers are to be placed on pathways or vacant packets of land.

- Herbicides/week killers are prohibited.
- Pesticides are limited to those approved by the National Association for Sustainable Agriculture Australia Ltd. (NASAA) and the Groundswell Community Garden Committee.
- Taps must be turned off before leaving the garden. Mains water to be used within current water restriction regulations.
- Members who do not intend to cultivate their plots in the winter months are requested to either cover them or grow a suitable 'green manure' crop to assist in the elimination or reduction in weed growth.
- Members using their own or Communal equipment are expected to operate the equipment with due care for the safety of other members and the public.
- Produce grown in the communal garden is to be shared evenly amongst the members working on that garden, and use of the excess is to be determined by those gardeners.
- If a plot holder is unable to tend a plot for 2 months or more for health or other reasons, they must advise the Groundswell Community Garden Committee of the name and contact details of a person who will care for it, or ask the committee to organise tending to it.
- Plots and surrounds must be maintained in a neat and tidy condition and be kept as weed free as possible. Failure to do so will result in a yellow flag being erected on the plot by the Groundswell Community Garden Committee. The plot holder will be notified by mail requesting action to be taken. A further inspection will be undertaken after 14 days of mailing the notification. If, in the opinion of the committee, insufficient action has been taken, a red flag will be erected. The plot holder has a further 14 days to rectify the situation or to be notified that the plot has been forfeited.
- A plot holder who has more than 3 warnings per annum may have their plot forfeited.

6. Garden Sheds and Garden Equipment

- Garden sheds must be kept in a neat and tidy state.
- The gardener that is the last to leave should ensure that garden sheds are locked before leaving the Groundswell Community Garden.
- Garden sheds are not to be used as overnight accommodation.

a. Individual equipment

- Gardeners store their own equipment at their own risk.
- Due to limited space gardeners are expected to limit the amount of storage space they use. If storage space becomes sparse, gardeners with excessive equipment and materials can be asked to remove the excess.

b. Communal equipment.

- Gardeners using this equipment should clean it after use and store it in the appropriate space in the shed.
- Community equipment and materials should not be removed from the Groundswell Community Garden.
- If any gardener damages or breaks communal equipment they should, notify the Committee and may be responsible for repairs at the discretion of the committee.

7. Code of Conduct of Members

a. Rights of others

The rights and culture of others must be respected at all times, and no individual should be discriminated against because of social background, physical/mental ability, age, gender, race or religion.

b. Garden security

- A lock will be used to secure the Groundswell Community Garden shed.
- Gardeners must not give the key or combination of the lock to another person without the permission of the Committee.

c. Visitors

- All visitors to the Groundswell Community Garden are the responsibility of the gardener who has invited them to the garden. Members will not allow persons that they invite into the Groundswell Community Garden to breach the rules or guidelines in any way. If this occurs the member will be responsible for the visitor's actions.

d. Children

Adults are responsible for their children. Adults must supervise and accompany children (under the age of 12) at all times.

f. Illegal plants

Illegal or prohibited plants are not to be grown in the Groundswell Community Garden.

g. Pets

Pets must be kept under control while in the community garden grounds. Unrestrained dogs must not be left to roam the garden.

h. Litter

All litter and cigarette butts must be placed in the appropriate recycling or rubbish bins.

i. Smoking

Smoking is not permitted inside the garden.

8. Partnerships and Sponsors

- GCG encourages partnerships and sponsorships that will enhance and strengthen the GCG. All partnerships and sponsors will be reviewed on an ongoing basis during the life of the project.
- GCG committee will report to members and Frankston City Council as appropriate.