



Burley Model Allotments

Burley Model Allotments Association The Cardigan Centre 145-149 Cardigan Road Leeds LS6 1LJ

PROPOSED CONSTITUTION CHANGES 2018

Remove the following Committee Roles

Page 7 – Vice Chairperson Page 9 – Archivists, Hut Officer and Site Officer

Insert the following Sections

Section 10 - General data Protection Regulations

As of 25th May 2018 there are new General Data Protection Regulations (GDPR) affecting how we communicate with you. This includes informing you how we hold your information and how we use your personal data.

We would like to take this opportunity to assure you that the information provided by you is collected purely for the purposes of administering the allotment site. We need to collect this information in order to maintain accurate records of your name, contact details and plot number. We use this to contact you via regular newsletters letting you know what is going on and to send your annual invoice.

The information we hold is shared with Leeds City Council the landlord of the site who use this to check any concessions they have granted. Please be assured that we will not give out your personal details to any third party without your permission to do so.

The GDPR legislation gives you the right to view the information we hold about you and you also have the right to modify or rectify the information we hold, this is something that we have always encouraged. You also have the right to object to how your data is held or processed.

If you wish to opt out of receiving emails from Burley Model Allotments Association please either use the form on the website or send an email to bmaamembership@gmail.com specifying you no longer wish to receive emails from us. Your e-mail address will remain listed for B.M.A.A. to use in relation to your membership fees unless you specifically ask that it is removed. We will still keep records of your name and address to allow us to send manual invoices to you.

Section 11 – Health and Safety

Health and Safety Issues

It is the plot holder's responsibility to ensure their own safety and that of others while at Burley Model Allotments Association. An allotment site by its very nature is a very hazardous place. It is imperative that everyone using or visiting the site takes health and safety; both their own and that of family and visitors extremely seriously.

Duty of Care

All members of the Association have a duty of care to themselves and others (whether a person is legitimately on their allotment or not). This includes the use of all shared facilities and services supplied by the Association such as the use of water (either in a water butt or in the stand pipes), tools either manual or powered and all facilities provided in the Trading Hut. The lighting of fires is governed by the rules of the Association but it is a dangerous practice and should be managed in a safe and responsible way. Always have to hand a water supply (be that a bucket or hosepipe) to be able to extinguish the fire quickly and safely.

Possible Dangers

Health and safety is important at all times. An allotment site is a potentially dangerous place. Some of the dangers include:- tools, sharp metal objects and garden canes, broken glass, chemicals possibly unmarked including pesticides, herbicides and fungicides, water butts and various trip hazards, including hosepipes, marking out lines etc.

Shared Amenities

All members must behave responsibly and take care with any shared amenities such as water butts. These can become contaminated by chemicals and spores of plant diseases such as onion white rot, rusts and club root which would then be transferred to uncontaminated plots via watering cans. Additionally, soil particles and plant debris block the roses of watering cans.