

Johnstone River Community Gardens Inc.

Membership General Rules & Guidelines



General rules for all members and volunteers:

- All members and volunteers are expected to behave in an adult fashion at all times
- Should a conflict occur members should always remember to agree to disagree and respect each other's opinions.
- Bullying and bad language and disrespectful remarks will not be considered appropriate behaviour and those conducting themselves in this manner can expect to be asked to first apologise and then leave the facility.
- When a conflict between members occurs the President is to acknowledge and interview both parties at which a brief statement of events will be recorded and filed under incident reports. These reports are to remain confidential.
- If the conflict is not able to be resolved between the parties, members have the option to bring the conflict to the Committee for resolution and/or sanction.
- The Committee reserves the right to void membership of a protagonist.

Workplace safety

- All members are to be conscious of performing their duties in a safe manner
- All members are to be aware of those with disabilities and help accordingly
- No member should attempt a duty that is beyond their ability which will affect the safety of themselves or others
- Should an unsafe issue occur that brings injury to a person an incident report must be filled out with a Committee member and reported to the Insurance Company

Gardens areas are provided by Johnstone River Community Gardens Inc. (JRCGI), in which qualifying residents can:

- Produce vegetables or herbs for their own consumption
- No commercial production is allowed from the public spaces
- Excess production is to be donated to community groups as designated by the Committee
- Enjoy a healthy outdoor environment
- Work and communicate with other people who have similar interests

Rules Specifically for Plot Owners

To qualify for a plot, applicants must:

- Live within the Cassowary Coast Region

Conditions on Applications for and Allocations of Community Garden plots:

- Annual fees are for 5x3.25m plots - \$50.00 per plot
- Applications for plots are processed strictly in the order received
- Plot application is for one year. Reallocation depends on record of plot use and waiting lists
- New members should bring their plots into order within four weeks of allocation
- Approximately minimum of 4 hours per week should be devoted to tending plots and maintaining surrounds

- Gardeners should be prepared to contribute a minimum 3 hours per quarter to site maintenance working bees
- Plots will be forfeited if fees remain unpaid more than one month after the due date
- Gardeners' failure to conform to rules may result in forfeiture of plots

Rules regarding working of plots:

- Plots and their surrounding pathways must be kept clear of weeds and debris at all times
- Climber frames must not shade neighbouring plots and must be constructed in a safe manner
- Pets must be controlled at all times by the owner and droppings collected and placed in garbage bin provided located at the Pavilion
- Vehicles are allowed in gardens only for delivery of equipment or soil parking.
- Vehicles must be left in parking lot at Gardens entrance at all other times
- Soil and compost may be added to plots but never removed (biosecurity requirement)
- Plants that are prohibited by law, plants high in water consumption, plants identified as likely to be grown for commercial gain or present access to other gardeners must not be grown
- Gardeners must ensure equipment is stowed, sheds and gates are locked when last to leave
- Garden waste must not be left exposed. All garden waste to be composted in the appropriate bins that are provided
- Plot owners can grow crops for commercial gain

You must notify a JRCCG administration officer if and when you:

- Change your address or contact details
- Will be away longer than 4 weeks, with contact details of who will be responsible for your plot
- Are ill and unable to attend your plot
- Notice any malfunctioning equipment (e.g. locks, gates, taps, hoses etc.).
- All plot holders have access to shed, tools, hoses etc. Plot holders are provided with a key that if lost is replaced at their own expense
- If alone in the gardens the shed must not be left unlocked at any time

Grievance and Appeal Procedures:

Gardeners considered in breach of the rules will be notified in writing. If on inspection after one month the JRCCG considers insufficient corrective action has been taken, the member maybe advised of plot forfeit. Members receiving 3 notices per year automatically forfeit plots. Gardeners with a grievance against another gardener should bring the matter to the attention of the Committee. If the matter is unable to be resolved immediately the complainant can bring the matter to an ordinary meeting for discussion and resolve