

Barnes Horticultural and Allotment Society (BHAS) and East Sheen Primary School (ESPS): User Agreement 2025

Purpose

Govern the use of the BHAS Community Area (or garden) to ensure it is effectively used for the benefit of BHAS members, general plot holders and ESPS participants.

To that end, BHAS will form a Management Group to provide general oversight of the area, including the terms and functioning of User Agreements.

Location

This agreement relates to the area and plot next to The Trading Shed (right-hand side as you enter) at the main BHAS Hertford Avenue entrance, boarded at the back by Beverley Brook and to the side opposite to the Shed by a row of fruit trees. This agreement allows access to this area and this area only. For the avoidance of doubt, partners are not permitted to go elsewhere on the site and should ensure all their participants are aware of this requirement before visiting.

Access

Access to and from the BHAS Community site should be by the main Hertford Avenue gate only and partners should head from there directly to the Community site, which is a short distance ahead along the concrete entrance roadway, to the right of the shed.

Access will only be available at pre-agreed dates and times and according to a pre-agreed schedule (which will be produced termly and be published on the BHAS website). In the event that unforeseen circumstances require a cancellation or change (such as inclement weather or illness of a supervisor), organisations should let the designated contact from the other party know as soon as possible.

Supervision and Behaviour

In all cases, users must be properly supervised to ensure that the area is used appropriately and, especially, that participants do not disturb the normal use of the site by plot holders (for example, by wandering from the Community area, being excessively noisy, dropping litter and so on). BHAS expects that visitors and their organisations will confirm in writing that they have in place their own visit policies (a copy of which should be provided before this agreement is finalised), their own insurance cover and will follow relevant BHAS and Council policies, such as BHAS Safeguarding policy (see BHAS website) and LBRuT terms and conditions for allotments. Partners should also confirm that they have their own first aid arrangements in place for all visits (including their own first aid kit available on all visits).

Concerns Process

BHAS members and other plot holders with any concerns about how this policy is operating, including the behaviour or impact of visitors under this agreement, should contact the BHAS Designated Contact [see details below]. Similarly, partner organisations with any concerns about how the agreement is operating in practice, should contact their Designated rep [details below]. These representatives and contacts will seek to resolve matters amicably and as quickly as possible. Where that is not possible, they will refer the matter to the chair of the BHAS Management Group for the area (and if no resolution is possible, the matter will be referred by the Chair of the Management Group to the Chair of BHAS).

Duration

User agreements will be valid for one year. Towards the end of the year there will be a joint review of progress, any issues that have arisen, possible improvements in use and so on. Renewal of the annual tenancy will not be automatic but also will not be unreasonably withheld.

The first year (2025) will be a trial year to test processes and procedures, iron out any teething issues and clarify whether the parties wish to continue with the partnership and renew the User agreement (in original or amended form). For the avoidance of doubt, this is an agreement between BHAS and ESPS and does not involve the Council.

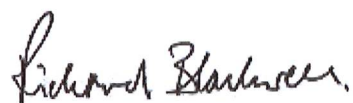
Designated Contacts

Each party to the agreement shall nominate a designated contact to handle any day-to-day issues that arise. Details below.

BHAS Contact: Richard Blackwell

BHASChair@gmail.com. 07872 379411

Signed [for BHAS]



Richard Blackwell...(Chair BHAS).....

ESPS Contact

[details]

Signed for ESPS



[name]

POLLY JONES.....

Date of Agreement

28-03-25