



THE THREE Rs OF GARDENING

RECREATION,
RULES AND
RESPONSIBILITIES

BALWYN
COMMUNITY CENTRE

Balwyn Community Garden Code of Conduct

The Community Garden is a shared community space, managed by the Community Garden Management Group which in turn is responsible to the Community Centre Committee of Governance through the Director of the Community Centre. When participating in garden activities or simply enjoying a visit to the garden, please abide by the Garden Code of Conduct set out below.

- Participants in the Garden are asked to be respectful of other gardeners and not act in any way that could spoil the enjoyment of this place for others.
- For safety reasons, gardeners working alone should only undertake light gardening tasks appropriate to their abilities.
- All garden tools and equipment should be used only for the job for which they are designed and returned clean and in good condition to the shed at the end of gardening activities.
- Pests and diseases in the Garden are to be managed by natural, environmental and biological controls. The use of harmful chemicals in the garden is not permitted.
- Gardeners should not knowingly introduce weedy, prohibited or diseased plants to the garden.
- Garden activities are structured to be accessible to persons of limited abilities. Pathways and access routes should be kept clear to ensure there are no physical barriers to participation.
- General rubbish bins are not provided and so visitors and gardeners are expected to remove their own non-organic refuse, including punnets and labels. Organic refuse can be placed in compost bins or in the Council supplied green waste bins.



Community Garden Membership Charter



Sale of garden produce

Plots are available for personal use only. The use of garden plots for growing plants or produce commercially is not permitted and any such use will involve forfeiture of the plot.

Any excess seedlings or produce which gardeners wish to give away can be left on the seat in the Garden. Excess produce can also be left in the kitchen of the Centre for participants to use.

Vegie Swap

Balwyn Community Centre hosts a Vegie Swap on the third Sunday of each month from 9am. All produce is welcome including herbs, eggs, fruit, vegetables, honey, seedlings, flowers, compost and more. You are welcome to attend with your excess produce.



Change in Circumstances

Gardeners must advise the Centre of any change in their address (email or postal) or telephone number or if they are no longer eligible to keep their plot.

As of July 2017 gardeners who move outside of the 3 kilometre eligibility zone will be required to relinquish their plot.

Fees

Annual fees:

- are calculated on a charge per square metre.
- must be paid no later than the due date, as notified by the Balwyn Community Centre.
- Failure to do so may result in the plot being forfeited.

Dealing with Problems of Concern to the Community Garden

If gardeners have any concerns about the Garden or about gardeners they are strongly encouraged to contact a member of the Garden Management Group or the Director of the Centre.

Rights

As a Garden member, you have the right to:

- Be kept informed about all of the activities and events organised for the Garden community.
- Have your email contact details kept private by the Community Garden Management Group and the Community Centre office, except for inclusion in the Balwyn Community Garden membership list. This list is only to be circulated amongst the gardeners.
- Participate in the Community Garden Management Group.
- Contribute, as appropriate, to decision making processes about the Garden.
- Feel safe within the Garden and be treated with respect by all Garden community members.

Responsibilities

As a Garden member you are asked to:

- Pay your membership fees in a timely manner as they fall due. You will be notified by the Community Centre office regarding the due date.
- Abide by the Community Garden Code of Conduct.
- Assist in implementing the Code of Conduct by reminding others of its contents if necessary.
- Provide your personal details to the Community Centre as requested on your membership application.
- Read Garden notices and any communications to members about Garden activities and events.
- Act in a spirit of co-operation and sharing with members of the Garden.
- Be reasonable and respectful in manner towards others in the Garden.
- Act in a manner that ensures your safety and the safety of others in the Garden.
- Apply to the Director of the Community Centre to have grievances resolved in accordance with the Community Centre's Dispute Resolution policies.

Allocation of Plots

Only one plot will be allocated per household and members of that household must tend the plot. Plots are not transferable hence no gardener is to allocate their plot to anyone else or give their key to anyone else. The exception is for gardeners who have a friend or relative attending their plot because of an extended absence due to illness or travel. In this circumstance, gardeners are requested to inform a member of the Garden Management Group of their situation.

New gardeners must actively garden their plot within four weeks of it being allocated.

General Maintenance of plots

Gardeners are responsible for the care and maintenance of their plot throughout the year. Gardeners are required to keep their garden plot, internal paths and the adjacent common pathways, clear of obstruction and in good order. It is the responsibility of each plot holder to use and maintain their plot appropriately, tending to plants that are growing on the plot and ensuring that the plot is well utilised.

Mulching of garden plots is strongly encouraged to control weed growth. The use of plastic sheeting or old carpet is not permitted. **Weeds must be removed before they flower and go to seed. This will prevent weeds spreading throughout the garden plots.**

If a gardener is unable to tend a plot temporarily due to illness, travel or work commitments, they need to ask another gardener, family member or friend to look after it. The gardener must contact the Garden Management Committee regarding the dates of absence, the name of the person responsible for the plot and the phone number of the person if it is not a Balwyn Community gardener. If gardeners choose a non-Balwyn Community gardener, they should stress the importance of not losing the key as duplicates cannot easily be provided, inform the person that they must only pick produce on the plot they are caring for, not on others in the Community Garden and plan ahead and not plant too much if they know they will be away.

General Conduct of the Garden

Gardeners and visitors should respect the Garden as community space. Gardeners and visitors must not remove any plants, produce or equipment from another gardener's plot without the permission of the gardener. Likewise, plants and equipment must not be removed from other areas in the Community Garden, including the shed. Wilful damage to the Community Garden will not be tolerated. Each gardener has the right to quiet enjoyment of the Community Garden. Threats or abuse of any form will not be tolerated. The consumption of alcohol or any form of substance abuse will not be tolerated in the Garden nor entering the garden while under the influence of alcohol.

Other Matters:

Animals

Dogs, cats or other pets must not be brought into the Garden.

Children in the Garden

Children are welcome in the Garden but they must be supervised by adults at all times.

Visitors to the Garden

Gardeners are welcome to invite visitors to the garden if they wish. All visitors to the Community Garden are the responsibility of the gardener who invited them into the Garden.

It is recognised that members of the community who are attending classes or an activity in the Function Centre may occasionally ask to look around the garden. They are welcome but are also the responsibility of the gardener who agreed to them entering the Garden.

Garden Security

Gardeners must close and lock the Garden gate when leaving the Garden. The shed must also be locked.



Control of Garden Pests

No toxic chemicals for pests are to be used in the Community Garden. Gardeners may use safe environmentally friendly products such as those used in organic gardens and listed below:

- Multiguard (snails and slugs)
- Dipel (biological control)
- Derris Dust (**not** tomato dust)
- Pyrethrum
- Lux Flakes
- Clensel (garden type)
- Garlic spray
- Chilli spray
- Brown snail bait, based on Iron Chelates (not blue or green)
- Beer traps
- Slasher



Garden tools

The Garden key given to each gardener unlocks the shed and it is important that all tools are returned to the shed after use and the shed is locked.

A collection of tools are kept in the shed. Some tools are general garden property and others are owned by current gardeners who are happy for others to use them as a loan. If you are leaving your own equipment in the shed, please ensure that it is clearly named. Tools are to be kept clean and in good condition. If any tools are missing or require replacement, gardeners should report this to the Garden Management Group.

Forfeiture of Garden Plots

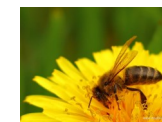
Annual renewal of membership is not automatic. In the event that there is concern about the utilisation and maintenance of a plot the Garden Management Group and the Centre Director will contact the plot holder to ascertain if there are any special circumstances. If not, and in the absence of any prompt action to rectify the condition of the plot, the lease on the plot will be terminated.

Households may not hold a garden plot at Balwyn Community Garden and another community garden simultaneously. If a plot holder gains a plot at another community garden, they are required to relinquish the plot at Balwyn Community Garden within thirty days.

When a plot is relinquished, it is the responsibility of the plot holder to clear the plot of all vegetation and any garden equipment and to return the key to the Director of the Centre. If this is not done, a charge may be incurred.

Keys

One key will be issued for each garden plot. This key becomes the responsibility of the person to whom it is issued. These keys are of a type which cannot be duplicated without the approval of the Centre. When a plot is relinquished, the key must be returned to the Centre. If the key is lost, its loss must be reported to the Centre as soon as possible. Replacement of a lost key will incur a \$20 fee.



Working Bees

The Community Garden Management Group will arrange working bees as necessary and all gardeners must attend to assist in maintenance of the Garden. If this is not possible, gardeners will be expected to contribute by carrying out community gardening tasks such as cleaning the shed, weeding the paths, putting out the green waste bins, at another time.

Types of plants

Community Garden plots are for growing herbs, flowers and vegetables. Trees, including fruit trees, and large permanent shrubs are not suitable for garden plots. Care should be taken to ensure that plants do not overshadow neighbouring plots.

Climbing Plants

Gardeners should use stakes for climbing plants such as tomatoes and beans. If gardeners wish to store stakes when not in use, they should be bundled at one end of the garden plot without obstructing pathways.

Soil and Garden materials

Gardeners are responsible for improving the condition of the soil in their plot. It is important that nutrients are put back into the soil after every season as plants use up soil nutrients as they grow. This may be done by adding manure, compost and mulch and the growing of green manure crops. **If gardeners arrange delivery of soil, manure or other garden material to the Community Garden, it must be moved on to the gardener's plot on the day of delivery.**

When a gardener relinquishes or forfeits their plot, under no circumstances are soil or boundary plinths to be removed from their plot.

Building and other materials

Permanent structures must not be built on garden plots or on vacant areas of the Community Garden. This includes fences, doors, gates, walls, shelters, roofs and any other enclosures. Gardeners cannot use the Community Garden to store building or other materials.



Waste management

There are Garden compost bins and two green waste bins in the area of the Community Garden. Gardeners are encouraged to take green waste home or to place waste in the compost bins in the garden or into a compost bin on their own plot. This compost is very useful in the garden plots.

Weeds and diseased plants can be placed in the green waste bins. These bins are emptied fortnightly and are wheeled by the gardener on duty to the nature strip in Como Avenue for collection. Gardeners should remove all soil from weeds and other plant material and ensure that they don't overload the bins.

The Garden Management Group will call for volunteers to have their names put on a monthly bin roster. Bins are taken to Como Avenue prior to the collection day and returned to the Community Garden the following day after emptying.

Water Management

While the Community Garden has sufficient taps connected to the mains water supply with hoses to water all plots, the use of tank water which is supplied from a tap in the centre of the Community Garden is a priority. This water comes from tanks that are filled from the roof of the Function Centre. Gardeners should provide their own hose nozzles for watering. Watering cans are also provided in the shed.

All gardeners must follow any restrictions on usage of water imposed by the Government in times of drought. Water is a scarce resource and must be used wisely. Hoses must be hand held and should not be left running unattended. Taps must be turned off prior to leaving the garden.

