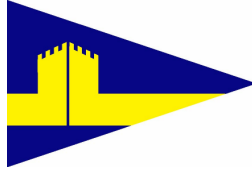


Dorchester Sailing Club



VERSION 39/08
including changes to 04/11/08

RULES, CONDITIONS & BYLAWS

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- **GENERAL CONDITIONS FOR THE USE OF CLUB FACILITIES**

1. Members of the club, their guests and visitors may use the club premises and any other facilities of the club entirely at their own risk and impliedly accept that:

i. The club, its officers, employees and agents will not accept any liability for any damage to or loss of property belonging to members, their guests or visitors to the club.

ii. The club, its officers, employees and agents will not accept any liability for death or personal injury arising out of the use of the club premises, and any other facilities of the club, or out of participation in any event organised by the club, whether sustained by members, guests or visitors or caused by the said members, guests or visitors, whether or not such damage or injury could have been attributed to or was occasioned by the neglect, default or negligence of any of the officers, employees and agents of the club.

2. Before inviting guests or visitors onto the premises or to participate in any events organised by the Club, members will draw their attention to General Condition 1 above.

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3. Laying a mooring, mooring a vessel, or keeping a vessel, tender, trailer or dinghy in the Club's mooring area or grounds is permitted only after formal permission to do so has been obtained in accordance with the Club Rules and the Special Conditions for Moorings, Foreshore Berths, and Boat Parks.

4 However, very temporary use of a Member's mooring may be made by someone else if formal permission has been given by the Member and by the Club's Mooring Officer; such use shall be at the risk of the owner of the vessel.

5 All vessels shall be navigated so as not to endanger or inconvenience other vessels. Vessels are subject to the speed restrictions and bylaws of the Harbour, Navigation and other authorities.

6 The pontoon is for short term loading and unloading. The time limit for craft moored to the pier or pontoon, without prior authorization, is one hour.

7 Vehicles must be parked as directed by the Club. In particular, they must not be left unattended adjacent to the foreshore.

8 In emergency (for example, urgently to maintain the safety of any vessel, person or property) the Club shall have the right to enter into and move vehicles, vessels, trailers and dinghies in the Club's mooring area and grounds. If necessary, the Club may carry out emergency work on a vessel or trailer; the owner shall pay the Club's reasonable charges for this work unless the emergency arose from the Club's negligence.

9 The Club shall have the right to move vehicles, vessels, trailers tenders and dinghies when in the reasonable judgement of an Officer of the Club they cause a significant obstruction, and the owners cannot be contacted in a reasonable time.

10 No noisy, noxious or objectionable engines, radio, or other apparatus or machinery shall be operated within the Club mooring area, boat parks, or premises so as to cause any nuisance to the Club, to any other users of the harbour or premises or to any person residing in the vicinity.

11 No items of boats' gear, fittings or equipment, supplies, stores or the like shall be left on the pontoons, jetties, or car parks.

12 No electricity cable shall be placed across the public footpath without permission from an Officer of the Club on each occasion.

13 All refuse must be properly removed from the Club's premises and mooring area, or placed in receptacles provided by the Club.

14 The regulations which apply to the use of the Bar are set out in the Club Rules. These Rules include provision for: Guests, introduced (not more than six times a year), and signed in by Full Members
Visiting Yachtsmen are those people who are Members of an approved Association or an R.Y.A. Affiliated Club and may from time to time be authorised by the Management Committee and may sign the guests' book and purchase drinks as Temporary Members.

15 No animals, except guide dogs, are allowed inside the Club House.

16 The club reserves the right to disallow any boat from being moved or stored on club property if a potential hazard is identified by the Boatswain, Craning Officer, Banksman, Tractor Operator or Crane Operator.

The decision on the day shall be final, but the member concerned may appeal at a later date to the Management Committee regarding any such disallowance.

17 Abandoned Boats

If at any time any mooring fees or facility fees payable to the club by any member or former member shall be three months or more in arrears:

The Committee shall be entitled to move the boat to any other part of the premises without being liable for any loss of or damage to the boat howsoever caused.

The Committee shall be entitled upon giving one months' notice in writing to the member or former member, at his last known address shown in the register of members, to sell the boat and to deduct any monies due to the club (whether by way of arrears of subscription, mooring or facility fees or otherwise) from the net proceeds of sale before accounting for the balance (if any) to the member or former member.

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Alternatively, any boat which, in the opinion of the Committee cannot be sold may, upon such notice as aforesaid, be disposed of in any manner the Committee may think fit and the expenses recovered from the member or former member. Any arrears as aforesaid shall be deemed to be a debt owing to the club by the member or former member.

Further the club shall at all times have a lien over the members' or former members' boats parked or moored on the club's premises or club moorings in respect of all monies due to the club, whether in respect of arrears or mooring fees or subscription or otherwise. Where a member is in arrears with the payment of monies owed to the club by at least six months, the club may in any event take possession of the member's boat.

PORTCHESTER SAILING CLUB CLUB RULES

1. THE CLUB

Shall be known as "The Portchester Sailing Club"

2 CLUB BURGEE

Shall be an emblem of Portchester Castle in gold (yellow) on a royal blue background.

3. OBJECTS

To encourage sailing, motor boating, angling and good sportsmanship. To provide storage and mooring facilities at owner's risk, as far as available space will permit, for Members of the Club.

The Club is a non- profit making organisation. All profits and surpluses will be used to maintain or improve the Club's facilities. No profit or surplus will be distributed.

4. TRUSTEES, OFFICERS, AND MEMBERS

(a) There shall be three Trustees

(b) There shall be three Flag Officers: Commodore, Vice Commodore, and Rear Commodore

(c) There shall be nine Executive Officers : Club Secretary, Treasurer, Angling Secretary, Maintenance Secretary, Sailing Secretary, Social and Bar Secretary, Moorings Officer, Club Boatswain, and Membership Secretary.

(d) There shall be the following classes of Membership:

Full Member (including Honorary Life Member)

Cadet Member

Junior Member

Absentee Member

Temporary Member

Student Member

Corporate Honorary Member

(see Rule 12 for special subscription classes for Full Member-joint and Family)

(e) There shall be a Craning Officer. This position to be appointed as necessary by the Management Committee.

5. MANAGEMENT OF THE AFFAIRS OF THE CLUB.

(a) There shall be a Management Committee, which shall control the affairs of the Club, and which shall make the final decision on all matters not reserved to a General Meeting of the Members.

The Management Committee shall be composed of the Flag Officers, Trustees, Executive Officers and six additional Members, under the Chairmanship of the Commodore, or in his/her absence the Vice Commodore or Rear Commodore.

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The retiring Commodore is entitled to be an additional member of the Management Committee for the one year following retirement.

No business shall be transacted at a meeting of the Management Committee unless a quorum of the Committee is present. One Flag Officer and six Committee members shall be a quorum for all purposes.

(b) The property of the Club shall be vested in the Trustees for the time being of the Club.

On the instructions of the Management Committee, Trustees may enter into commitments, execute deeds and sign documents for and on behalf of the Club, but they shall be indemnified by the Members of the Club in respect of all and any such actions taken by them on the instructions of the Management Committee or of a majority of the Members in General Meeting.

(c) There shall be four Section Committees which shall administer matters relating to: Angling, Maintenance, Sailing, and Social and Bar.

Each Section Committee shall be composed of the Flag Officers and six (in the case of the Social and Bar, and the Maintenance Committees, ten) additional Members under the chairmanship of the respective Section Secretary. The Maintenance Committees shall also include the Trustees. The Sailing Committee shall include representatives of every class of boat racing within the Club as a Class

Each Section Committee shall operate under such powers as are delegated to it by the Management Committee. In particular: The Angling Committee shall make, publish and administer rules with regard to angling; The Maintenance Committee shall maintain all Club property; The Sailing Committee shall make, publish and administer rules with regard to sailing, racing, and motorboating and shall form a Protest Committee as and when necessary. The Social and Bar Committee shall administer the social, bar and catering activities of the Club. Members may consume, but not prepare, their own cold food in the Clubhouse. Members may only consume their own hot food in the Clubhouse when the galley is closed, or by prior arrangement with the galley franchisee.

(d) Class Committees within the Club may be formed when, on the recommendation of the Sailing Committee and in the opinion of the Management Committee, the formation of such Class Committees will further the objects of the Club.

The affairs and conduct of the Class Committees will be subject to the approval and control of the Sailing Committee in all respects.

(e) Committee Meetings shall be called by the respective secretaries as appropriate and when necessary. Minutes of all meetings shall be kept and approved at the next meeting.

(f) Mooring space shall be administered by the Moorings Officer.

(g) The use of the Club boat parks and foreshore shall be administered by the Boatswain.

(h) All subscriptions and moneys generally of the Club shall be paid to the Treasurer and all payments on behalf of the Club shall be made by the Treasurer and Club Secretary or such other Officers as are designated by the Management Committee from time to time.

The financial year of the Club shall end on the last day of January.

The dissolution of the Club may only be carried out at a General Meeting at which a majority vote of at least two thirds of those present and entitled to vote will be necessary for the dissolution to be accepted.

If, upon winding up or dissolution of the Club, there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be sold and the proceeds distributed equally between the Full Members of the Club.

The Management Committee shall pass bylaws to permit the day to day running of the Club. Any bylaw passed by the Management Committee shall only apply for three years from the date of approval, after which it shall be proposed as a rule or condition and presented for approval at the next A.G.M., or be declared null and void.

6. APPOINTMENT AS TRUSTEE, OFFICER, MANAGEMENT COMMITTEE MEMBER OR SECTION COMMITTEE MEMBER.

(a) Eligibility

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Only a Full Member who has been a Full Member for more than twelve months may be a member of one of the Section Committees. Only a Full Member who has been a Full Member for more than three years may be an Officer or a member of the Management Committee. Only a Full Member who has been a member of the Management Committee for at least two years may be a Flag Officer. Only a Full Member may be a Trustee.

The Commodore and Vice Commodore shall not be eligible to hold any of the Executive Officer positions.

(b) All these appointments are honorary, except those specifically authorised at a General Meeting.

(c) Appointments and vacancies.

All these appointments shall be by election at a General Meeting; except that in the event of a vacancy in any position (other than Flag Officer) between General Meetings, the Management Committee may appoint a Member to fill the vacancy until the next Annual General Meeting, or for a shorter period as may be necessary.

Should a Flag Officer position become vacant, then the vacancy shall not be filled until the next General Meeting. Should either or both of the positions of Commodore or Vice Commodore become vacant, then the duties of the vacant position will be assumed by the Flag Officer next in rank. In the event that all three positions become vacant then the Trustees shall request the Club Secretary, (or if there be no Secretary, any other Officer of the Club) to call together the Club in General Meeting.

(d) Tenure

Trustees shall hold office for life (or until resignation or revocation)

The Commodore shall retire not later than three years after his/her election, and shall then not be eligible for election to any Flag Officer position for another twelve months.

The Vice Commodore and the Rear Commodore shall each retire not later than three years after election, and in any case immediately before the election of a Commodore. They shall be immediately eligible for re-election.

The Executive Officers, and the Members of the Management Committee and the Section Committees shall each retire not later than three years after appointment; in the case of the Social and Bar Committee, at least one third must be elected annually. They shall be immediately eligible for re-election.

An appointment may be resigned by the holder giving written notice to the Club Secretary (or in default to a Flag Officer or Trustee); but an appointment may be revoked only by a majority of the Members in a General Meeting to which proper notice of such a resolution has been given.

(e) Nomination for election

(i) of a Flag Officer. This shall be valid only if it is:

-either proposed by a Full Member, supported by at least five other Full Members, and in the possession of the Club Secretary 14 days prior to the General Meeting.

- or in the event that no nominations are forthcoming for that position, made at a meeting of the Management Committee. All nominations shall be displayed on the Club Notice Board for ten days prior to the General Meeting.

(ii) of a member of the Management Committee. This shall be valid only if it is proposed and seconded by Full Members, and in the possession of the Club Secretary 14 days prior to the General Meeting. All nominations shall be displayed on the Club Notice Board for ten days prior to the General Meeting.

(iii) of any member of a Section Committee. This shall be valid only if proposed and seconded by Full Members, at any time up to the time of election.

(f) Election

Election of Flag Officers shall be by the method of ballot; if necessary more than one ballot shall be held so that the Member elected gains more than half the votes cast in the final ballot.

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Where there are, as there may be in the case of committee members, several vacancies to be filled, the vacancies to be filled in descending sequence of votes cast.

All other elections shall be by majority vote.

7. APPOINTMENT OF AUDITOR

An Auditor may be appointed by the Trustees should they deem the circumstances warrant that the annual accounts be subjected to a formal audit.

8. APPLICATION AND ACCEPTANCE FOR MEMBERSHIP

(a) Applicants for Membership (other than Temporary Membership) must apply in writing to the Membership Secretary who will place the name on the bottom of the waiting list. When a vacancy arises, names will be taken from the list in chronological order and applicants invited to complete and submit an application form

The class of membership which the applicant may be considered for depends on the age of the applicant at the time of acceptance:

- over 10 but under 16:	Junior
- 16 or 17	Cadet
- 18 or over, not undergoing full time education and not carrying a valid NUS card	Full
- 18 to 24 and undergoing fulltime education, and carrying a valid NUS card.	Student

(See Rule 12 for Family Subscription class)

The applicant must have a proposer and seconder who are Full Members of not less than twelve months standing.

The application for Cadet or Junior Membership shall have attached thereto written permission from the parent or guardian and confirmation that the applicant is a competent swimmer. Proposers and seconders of a Cadet or Junior applicant must acknowledge their responsibility for the applicant's good behaviour. No Junior Member shall be permitted to sail unless wearing a CE marked buoyancy aid, and the Club is in possession of a valid Club Junior Disclaimer Form (renewed annually).

All applicants, other than children of Full Members, shall be required to appear before an interview board comprising Flag Officers and Management Committee members. The Proposer and seconder may be required to appear with the applicant. The interview board will decide by a simple majority whether or not the applicant shall become a Member of Portchester Sailing Club, and make known its decision in writing to the applicant.

New Full Members are eligible for work party duty in the year in which they join the Club.

(b) Temporary Members. Applicants may be admitted to Temporary (Holiday) Membership for a period of not more than one month, at the discretion of the Club Secretary, Treasurer or Membership Secretary.

(c) Honorary Life Members may be elected by the Club in General Meeting, and shall be entitled to all the privileges and benefits of Full Membership.

(d) Corporate Honorary Membership shall be awarded at the discretion of the Management Committee. Corporate Honorary Members shall have the right to use the Club House and sign in guests in accordance with Rule 15. They shall not have the right to vote or use any other Club facility.

9. TRANSFER FROM ONE CLASS OF MEMBERSHIP TO ANOTHER.

(a) A Junior Member may transfer automatically to being a Cadet Member at the end of the Club year during which he/she reaches 16 years.

(b) A Cadet Member may transfer automatically to being a Full Member at the end of the Club year during which he/she reaches 18 years.

(c) Full Members who need to suspend their use of the Club for at least a year because of work, personal or domestic reasons may transfer to the Absentee Members List at the discretion of the Management Committee. Absentee Members will not have the right to vote or use any of the Club's facilities. They may be signed in as guests in accordance with Rule 15.

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- (d) A Cadet may transfer automatically to being a student member, on proving that he/she is still undergoing full time education and is a current member of the NUS.

10. RESIGNATION AND CANCELLATION OF MEMBERSHIP.

- (a) A Member may resign his/her membership by giving written notice to the Club Secretary.
- (b) A Member may be disciplined, expelled from the Club, or his/her membership not renewed, following a hearing by a Disciplinary Panel appointed by the Management Committee. The Disciplinary Panel will use a Disciplinary Procedure, which has been approved by the Management Committee, for such a hearing.

The Member concerned shall have the opportunity of attending before the Management Committee and explaining his/her case before it makes such a decision.

A Management Committee decision to expel a Member, or not renew his/her membership, under this Rule shall take effect immediately, but it may be rescinded on appeal at the next General Meeting: such an appeal may only take place if, within ten days of his/her being notified of the decision, the appellant gives the Club Secretary formal notice of appeal.

- (c) A Member whose membership has been terminated under subparagraphs (a) or (b) shall be responsible for all payments due to the Club up to the date of termination.

11. GENERAL RIGHTS AND DUTIES OF MEMBERS.

- (a) Only Full Members shall be entitled to vote in General Meeting.
- b) All Members may take part in all Club activities and attend meetings.

The use of all Club facilities is subject to the Club's current " General Conditions for use of Club facilities " and " Special Conditions for moorings, foreshore berths and boat parks". The use of sailing dinghies owned by the Club will be controlled/managed by the Sailing Committee. The Social Committee has the right to control admission to the location of a special function where payment is required.

When the Upper Lounge is being used for a private function outside the published bar opening hours, Members who are not part of the function will not be permitted in the Upper Lounge. If the bar is open they may purchase drinks from the lower bar.

- (d) No Member may use or permit to be used any mooring or Club Facility for hiring out or chartering of craft, or other commercial gain or for any purpose not associated with the Club.
- (e) Club property, facilities and craft provided or issued for the benefit of all members should be respected, used and enjoyed properly. Accidental or natural damage should be reported to any officer of the Club. It is incumbent upon members to report any known instance of misuse, wilful, intentional or neglectful damage, or theft. The Sailing Committee must ensure that the persons who drive the Patrol Boats owned by the Club are adequately trained.
- (f) Moorings may be placed within the licensed area of the Portchester Sailing Club only after formal permission has been granted by the Moorings Officer, to whom written application must be made.

Only applications from Full Members shall be considered for mooring space; only one space may be allocated to any one Full Member. In this connection, where the subscription class of any couple of Full Members is "Full Member - husband and wife" or " Family", then that couple of Full Members shall be treated as one Full Member only.
- (g) Children or guests accompanying Full Members are the sole responsibility of those members whilst on Club premises or using Club facilities.
- (h) Craft may be put into the Boat Parks only after formal permission has been granted by the Club Boatswain, to whom written application must be made.

Seasonal dates must be strictly adhered to: the Winter Season is from 15th October to 15th April, and the Summer Season is from 16th April to 14th October.

- (i) It is a condition of membership that each Full Member will contribute up to eight hours work each year (1st. January to 31st.

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December, for this purpose) towards the running of the Club, or alternatively pay a Work Party Fee on the following 1st. February. In this connection, where the subscription class of any couple of Full Members is "Full Member - joint" or "Family", then that couple of Full Members shall be treated as one Full Member only and either Full Member of that couple may carry out the work party duty.

Members who have official Club duties or for other reasons are unable to comply may be excused at the discretion of the Management Committee. A member may apply to the Club for exemption from mandatory work party duties in the calendar year following the year of his/her 65th birthday. For joint members the 65th birthday of the elder member applies.

12. SUBSCRIPTIONS, FEES AND DUES

(a) All subscriptions and fees other than Mooring Fees and Foreshore Berth Fees shall be as recommended by the Management Committee and approved by the Membership in General Meeting. Mooring Fees, Foreshore Berth Fees and miscellaneous dues may be decided by the Management Committee.

Appropriate Value Added Taxes shall be added.

(b) Members, other than Honorary Life Members, Corporate Honorary Members and Temporary Members, shall pay Annual Subscriptions according to their subscription classes, which shall be as follows:-

Full Member – single

Full Member – joint – Couples who are married; or have a civil partnership; or are living together as a couple.

Family - one or two Full Members plus their 10 to 16 year old children
(the children being Junior Members)

Student member

Cadet Member

Junior non-Family Member

Absentee Member

The Annual Subscription of a member who has been a Full Member for a minimum of five years may, on application to the Management Committee, be reduced by half when the date of the subscription invoice falls in the calendar year following the year of his/her 65th birthday. For joint members the 65th birthday of the elder member applies.

(c) Temporary Members shall pay a Temporary Members Subscription.

(d) An Entrance Fee shall be paid by an applicant for membership if he/she joins the Club as a Full Member; but not if he/she joins by automatic transfer from Cadet or Student Member. When single membership is converted to joint or family membership no additional entrance fee will be payable.

There may be different Entrance Fees for Full Member-single, Full Member- joint and Family, as defined in (b) above.

(e) Other Fees shall be :

Mooring Fees

Foreshore Berth Fees

Boat Park Fees (Summer Season)

Boat Park Fees (Winter Season)

Work Party Fees

(f) Work Party Fees are payable in respect of the previous calendar year. Other Subscriptions and Fees are payable in advance

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in respect of the current Club year (1st. February to 31st. January).

(g) All Subscriptions and Fees shall be payable on the 1st. February, except that:

- Subscriptions and Entrance Fees payable by new Members joining after 1st. February shall be payable immediately the Club gives notice that application is accepted, and

-Fees in respect of facilities (such as mooring space) first allocated after 1st. February shall be payable immediately the Club gives notice that the facility is allocated.

(h) The summer boat park fee and annual subscription (except temporary member's subscription), will be reduced by half for members accepted after 31st July of any year.

Members will receive a composite account before 1st February; any Member who has failed to pay by 15th February (or where appropriate 15 days after request for payment due at a later date) will be regarded as having forfeited his/her membership, and he/she will be sent formal notice to remove all his/her property from Club premises.

Invoices for fees together with any accompanying payment will be returned to a Member, unprocessed, if the required boat insurance details do not accompany the documents.

13. GENERAL MEETING OF MEMBERS

(a) An Annual General Meeting of Members shall be held not later than the second Sunday in November in each year. Seven days' notice of such meetings shall be given.

(b) The Management Committee may call a General Meeting at any time, and shall do so forthwith if 30 or more Full Members so request in writing. Seven days' notice of such a meeting shall be given.

(c) If two or more of the Trustees shall request the Club Secretary or, if there be no Club Secretary, any other Officer of the Club) to call a General Meeting, the Club Secretary (or other Officer) shall do so forthwith and the notice convening such meeting shall state that it has been requested by such Trustees.

(d) No business shall be transacted at a General Meeting unless a quorum of the Full Members is present. 50 Full Members shall be a quorum for all purposes.

(e) At each Annual General Meeting the Treasurer shall produce an income and expenditure account and balance sheet which have previously been approved by the Management Committee.

He/she shall also make a formal statement summarising significant changes in the Club's financial affairs since the date of the Accounts.

(f) The following special decisions may only be made in General Meeting:

(1) Approve any alteration or addition to these Rules:

2) Revoke the appointment of a Trustee, Officer, or Committee member:

(3) Decide an appeal against cancellation of a membership under Rule 10:

(4) Decide to make major changes to the Club's fixed assets.

A Full Member may require any other resolution to be put to a General Meeting.

In all cases, 28 days' notice must be given to the Club Secretary. In all cases except (3) above, this notice must be supported by the signatures of ten Full Members. In all cases, Members must be given 7 days notice of the appropriate resolution - by post and by display on the Club notice board (including, in the case of alterations or additions to the Rules, the relevant precise words).

(g) On any resolution properly put to a meeting of the Club relating to the creation, repeal or amendment of any Rule, Bylaw or Regulation of the Club such Rule, Bylaw or Regulation shall not be created, repealed or amended except by a majority vote of at least two-thirds of those present and entitled to vote.

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14. FORMAL COMMUNICATION WITH MEMBERS

Any notice of meeting and enclosure, account, or other communication required to be sent under these Rules shall be deemed properly given and sent if dispatched by ordinary prepaid post to the address of the Member shown for the time being in the Club's Register of Members. The Member will be deemed to have received the communication three days after it has been posted.

15. GUESTS

A Member introducing a guest shall on entering the Clubhouse insert the name of the guest in the Guests Book and sign the entry. The same person may not be introduced as a guest more frequently than six times a year. Only FULL Members may introduce guests.

16 MEMBERS BAR RULES

(a) Persons must not be admitted to membership, or be admitted as candidates for membership, or to any of the privileges of membership without an interval of at least two days between their nomination and their admission except as in (h) below.

(b) The purchase of alcohol for the Club, and the supply of alcohol by the Club must be managed by an elected committee known as the Social and Bar Committee elected from the Membership at General Meetings.

(c) No arrangements must be made for any person to receive at the expense of the Club any commission, percentage or similar payments, on or with reference to purchase of alcohol by the Club; or for any person directly or indirectly to derive any pecuniary benefit from the supply of alcohol by or on behalf of the Club, to Members or guests, apart from any benefit accruing to the Club as a whole, and apart also from any benefit which a person derives indirectly by reason of the supply giving rise or contributing to a general gain from the carrying on of the Club.

(d) No credit may be allowed to any person whatsoever, at any time. All purchases must be paid for in full, by cash at the time of purchase.

All alcohol to be consumed in the Clubhouse must be purchased from the Portchester Sailing Club bar and must be consumed during normal licensing hours on Club premises.

The permitted hours in the Club premises shall be such as may from time to time be determined by the Social and Bar Committee, in accordance with the provisions of the Licensing Act 2003 and as notified in the Premises Certificate.

Off Sales are not permitted.

Visiting Yachtsmen are those people who are Members of an approved Association or an R.Y.A. Affiliated Club and may from time to time be authorised by the Management Committee to use the facilities of the Club subject to the normal Rules and Conditions of the Club.

17. SPONSORSHIP

Any sponsorship of Club affairs is to be strictly controlled by the relevant sub-committee. Minor amounts may be approved by the Flag Officer responsible for the committee. Major amounts of sponsorship must have the approval of the Management Committee.

18. DATA PROTECTION ACT

In accordance with the Data Protection Act 1998, the Officers of the Club and others appointed by the Management Committee shall only use Members personal data in pursuance of the legitimate interests of the Club.

SPECIAL CONDITIONS FOR MOORINGS, FORESHORE BERTHS, AND BOAT PARKS

- Conditions applying to all these facilities

1 As set out in the Club Rules, only a current Member may lay or use a mooring, or keep a vessel, tender, trailer or dinghy in the Club's mooring area or grounds. Members must obtain formal permission before doing so in accordance with the Club

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Rules in respect of Moorings and use of the Boat Parks for craft; prior formal permission in respect of use of the Boat Parks for tender or trailer, or the use of a Foreshore Berth, must similarly be obtained from the Boatswain.

2. By requesting such permission, or accepting renewal of such permission, the Member is agreeing to be bound by the Club Rules, by the General Conditions for use of Club Facilities, and by these Special Conditions (including the relevant additional clauses).

3. Contravention of the Rules or Conditions shall be grounds for withdrawal of the permission. Cessation of Membership automatically causes the permission to be withdrawn. The vessel, trailer, tender or dinghy must be removed by the Member, or ex-Member, when permission has been withdrawn; if this is not done the Club may remove it.

4. Permission may be renewed each year by the Club without need for a Member to make further request, but because permission is only given to a Member in relation to a specific boat or trailer - before a Member decides to change his/her boat or trailer for one of another type, or increased size, tonnage or draught, he/she must give accurate details to and obtain formal permission from the Moorings Officer to change the use of his/her Mooring allocation, and the Club Boatswain to use a Foreshore Berth or the Boat Parks, to accommodate the change.

5. A Member shall have no authority to assign, transfer, sub-let or dispose of his/her permission, or his/her mooring or other allocated position. Where members are in partnership or joint ownership of a vessel, the Membership Secretary should be informed. The facilities allocated to the vessel (e.g. mooring space, winter storage space) may be considered for transfer from one long term partner or joint owner to another, at the discretion of the Management Committee.

6. The Member shall maintain adequate insurance in respect of his/her vessel, tender, dinghy and equipment, providing Third Party cover in the sum of not less than £2,000,000 in each respect of each insured event.

7. A Member must take all necessary and regulatory precautions against outbreak of fire in or upon his/her vessel. A Member shall provide and maintain at least one fire extinguisher to the relevant BSI standard in or on the vessel for immediate use in case of fire. When his/her vessel is in the Boat Parks a bucket of water or sand must be under or alongside the vessel.

8. Within 7 days of any sale or transfer of any vessel, trailer, tender or dinghy, in respect of which the Member has permission to use the Club facilities under these conditions, the Member shall notify the Club of the name and address of the purchaser or transferee.

9. Portable boarding ladders and similar equipment, which are not permanently attached to boats, are to be kept locked when not in use.

•Additional Conditions, applying only to Moorings

9. Moorings shall be laid and occupied - and Pile Moorings provided by the Club shall be occupied - so as to ensure that free passage in the navigable channels is not encumbered and the safety of other vessels is not endangered. If in the judgement of the Queen's Harbour Master, other Naval Authorities or an Officer of the Club this condition is not adhered to, the Member shall immediately remove his/her vessel; if necessary the Club may withdraw the Member's mooring permission.

10. In accordance with the Queen's Harbour Master's instructions, all Moorings, other than Pile Moorings, shall, when vacant, be marked with a buoy bearing the identity number of the Mooring.

11. All moorings and mooring tackle - except the piles themselves in the case of Pile Moorings provided by the Club - shall be provided by and maintained in good condition by the Member. In particular all bridles must be inspected annually, and the complete mooring inspected each third season. Moorings and Mooring tackle sold or otherwise transferred to another Member shall be thoroughly inspected at the time of transfer. The Club may, at its own expense, inspect any Mooring and Mooring tackle; if the Club decides that its condition is not adequate for its permitted use, the Club may withdraw the Member's mooring permission. A Member allocated a Club Pile Mooring shall immediately report to the Club, in writing, any signs of damage to or weakness of the Pile; nevertheless, he/she must do all in his/her power to maintain the safety of the vessel.

12. If a Member does not use his/her Mooring regularly for at least three months in the season (April to October) in any year, his/her annual Mooring permission may not be renewed unless the Management Committee decides that it should be. A Member who does not expect to be using his/her Mooring in this way, but wishes his/her Mooring permission to be renewed, should state the reasons, in writing, to the Moorings Officer so that the Management Committee may consider the circumstances.

13. The maximum time on the waiting piles is 24 hours, unless specific permission for an extension is given by the Moorings

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Officer.

•Additional Conditions, applying only to Foreshore Berths.

14. A Member who is given permission to use a Foreshore Berth will be allocated a specific position each season, and charged an appropriate fee. Use of such a berth is entirely at the risk of the Member; the Club accepts no responsibility whatsoever for the security or safety of the vessels so berthed or for any damage arising.

15. A Member using such a Berth must ensure that his/her vessel is adequately secured, and on request by the Club Boatswain he/she must improve any securing equipment or method. In no circumstances shall any rope, chain or other berthing line be permitted or suffered to be attached to the embankment, banking, or fence, or anything on any of them.

•Additional Conditions, applying only to Boat Parks

16. A Member who has been given permission to use the Boat Parks will be allocated a specific position each season for each item. That position may only be changed by permission of the Club Boatswain.

When deemed necessary by the Club Boatswain a Member shall move his/her vessel etc. to another position at no cost to the Club.

17. The permission and allocation of position applies as follows:- vessels and vessels on trailers: the Winter Season (as defined in the Club Rules); - dinghies and empty trailers: the Summer Season (as also defined in the Club Rules); - tenders: the full year. There is no overlap between Winter and Summer Seasons. In special cases - e.g. serious illness - and with prior formal permission, a vessel may remain, for an appropriate charge, temporarily in the Boat Park beyond the end of the Winter Season but not in the area which in the Summer is the car park.

18. Permission to use an area does not imply that the ground is suitable for the purpose for which permission is given. The Member must ensure that his/her vessel, trailer, tender and dinghy are secured safely, and on request by the Club Boatswain he/she must improve any securing (including shoring) equipment or method.

19. Current licence labels must be attached to tenders, dinghies or dinghy covers where they can be easily seen without moving anything, and within two months of the start of the Club year. Launching trolleys, trailers and associated items must be identified by a member's legible membership number in an easily visible position.

Tender storage positions must be identified by a member's legible membership number in an easily visible position when the tender is removed.

Failure to comply with these conditions may incur an administration fee of £30.

20. In Winter all masts must be unstepped and stowed appropriately. No boat over 25ft overall may be moved in a boat park with the mast up. The maximum length of boat normally allowed to use the boat park in the Winter season is 31ft(9.45m) overall. Members with boats over this length may apply in writing to the Boatswain to use the boat park in the Winter season. Such applications will be considered on their individual merits.

21. Members using electrical kiosks must switch off the supply before leaving the Club. No hosing down of dinghies may be done on the Public Footpath or in the Boat Park.

22. Cruisers, dinghies, canoes/kayaks, empty cruiser trailers and cradles may be stored in the club compound subject to the following:

- a. A cruiser trailer may not be stored for more than one year if the owner's craft is not on it.
- b. The right to storage of any of the above items may not change hands without the approval of the Management Committee.
- c. Cruiser trailers stored in the boat park for the summer season will be for boats with single keel only, must have their tow bars hinged up or removed, and must be left in such a condition that they are capable of being moved to provide access for maintenance activities in the yard.
- d. The maximum number of cruiser trailers stored during the summer season is to be 24.
- e. Unauthorised cruisers, dinghies, canoes/kayaks, empty cruiser and dinghy trailers or cradles left in the boat park shall be charged at the rate of £30 per week or part thereof.
- f. Items not in use such as cruiser cradles and blocks must be removed from the yard for the summer season unless stowed on an authorised trailer or in a rented stand up dinghy rack.

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- g. The responsibility for keeping a trailer maintained in a condition which is safe and fit for the purpose for which the owner allows it to be used rests entirely with the owner. Any damage or accident caused by any defect will be solely the owner's responsibility and liability.

23. The Boatwain's prior permission must be obtained for grinding, welding or blasting (e.g. with shot, grit or sand) to take place in the compound.

24. Catamarans are not allowed to be stored in the boat park.

25. The use of metal tent pegs in the ground to secure covers on cruisers in the Winter boat park is not allowed.

26. Hazardous Materials (eg antifoul paint scrapings, batteries, oil, paint tins.) must be collected for proper disposal off site by the member and not left in the boat park.

MANAGEMENT COMMITTEE BYLAWS

None at 3/11/08

REVISION CONTROL NOTES

05/01/02 Version control changed so that there is only 1 version and date for the whole document instead of different versions/dates between the Rules and the Conditions. Revision Control notes added.

25/09/02 Management By-Laws added

03/11/02 Changes from AGM 27/10/02 added

06/12/02 Insurance value changed from £1M to £2M

04/11/03 Changes from AGM 26/10/03 added

31/01/04 Corrections applied to layout and punctuation and new bylaw added.

17/12/04 Some Bylaws changed to Rules and Conditions as per AGM changes 7/11/04. Some Bylaws removed without becoming Rules or Conditions per Management Committee decision. New bylaws added.

16/05/05 New bylaw added

06/11/05 Changes from AGM 6/11/05 added

21/02/06 Existing Bylaw on boat movements changed

05/11/06 Condition 5 of SPECIAL CONDITIONS FOR MOORINGS, FORESHORE BERTHS, AND BOAT PARKS amended to cover partnerships. Condition 16 of GENERAL CONDITIONS FOR THE USE OF CLUB FACILITIES added

04/11/07 Changes from AGM of 4/11/07 made

03/11/08 Changes from AGM of 2/11/08 made

04/11/08 Bulleted paragraphs reinstated on rule 9- omitted during changes of 3/11/08