



Staunton Harold Sailing Club

Constitution and Rules

Revised and approved at November 2016ⁱA.G.M.

Mark Harden
Hon. Secretary

Staunton Harold Sailing Club

Constitution & Rules

Constitution

1. Introduction:

- 1.a The name of the Club shall be the Staunton Harold Sailing Club. The Club is formed by an amalgamation of the Three Counties Sailing Club, Leicester Sailing Club and Rolls-Royce Sailing Club.
- 1.b The headquarters of the Club shall be situated on Staunton Harold Reservoir at Melbourne, Derbyshire.
- 1.c The Club insignia shall be as shown on the Club burgee.
- 1.d The Club shall be fully affiliated to the R.Y.A.

2. Principles:

- 2.a The object for which the Club is formed is to promote and facilitate community participation in the sport of sailing.
- 2.b 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.

3. Membership categories:

Membership shall comprise the following categories:

Family/Joint	Individual	Under 21/Student	Cadet
Senior	Honorary	Country	Temporary
Affiliated			

The following two categories shall continue for those members to whom they currently apply, but are not open to other members:

Associate	Founder Life
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4. Application for Membership:

- 4.a Anyone wishing to be a member of the Club shall complete the Club's application form and submit this with the joining fee and years subscription fee to the Membership Secretary.
- 4.b Membership of the Club shall be open to anyone interested in the sport of sailing on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. Membership may however be limited according to available facilities on a non-discriminatory basis.

- 4.c Any member wishing to object to an application shall notify the Club Secretary. The member shall then be invited to attend the next Committee meeting to state his objection. Neither the objector's name nor the objection will be recorded. Race, religion, political opinions or social status are not grounds for objection.
- 4.d The Committee at its next meeting shall consider all applications for membership in private. The Committee may refuse applications only for good cause such as conduct or character likely to bring the Club into dispute. The record will show only acceptance or rejection of an application. After the meeting names and brief addresses of new members will be displayed on the Club notice board until the next Committee meeting.
- 4.e During the time applications are being approved the candidate may be regarded as a temporary member. In the event of the application being rejected or withdrawn, the joining fee and subscription shall be returned, less the appropriate temporary membership fee.
- 4.f Appeal against refusal to elect may be made to the members in General Meeting.

5. Resignations:

A member who wishes to resign should notify the membership secretary in writing. All resignations will be reported to the Committee at the next meeting.

6. Joining fee and subscriptions:

- 6.a Joining fee, subscriptions and dinghy/sailboard registration charges etc, shall be reviewed by the Annual General Meeting and determined for the following year.
- 6.b Subscriptions for all classes of membership are due on 1st January and the membership runs until 31st December. If a subscription remains unpaid by February 28th the member's name shall be removed from the list of Club members. Any subscriptions received after this time may be subject to a re-joining fee as determined by the Committee.
- 6.c Membership subscriptions will be kept at a level that will not pose a significant obstacle to people participating.
- 6.d No member shall be entitled in any year to exercise any rights or privileges of membership until his subscription for that year has been paid.
- 6.e A new member joining after 1st June shall be required to pay 75% of the years subscription. A new member joining after 1st August shall be required to pay 50% of the years subscription. A new member joining after 1st November shall pay the subscription for the following year, as determined by the A.G.M.

7. Suspension:

The Committee may suspend the rights and privileges of a member if his conduct is not in accordance with the rules, traditions and standards of the Club or if he is substantially in debt to the Club. Such suspension shall not be longer than until the next Annual General Meeting when, if it is desired to terminate the membership, a resolution to this effect must be put to the meeting. The member may attend and address the meeting. Voting on whether to terminate the membership will be by ballot and 2/3 majority is necessary.

8. Accounts:

- 8.a The Club funds shall be placed in an account in the name of the Club at a bank or in narrow range investments as defined by the Trustee Investments Act 1961 as approved by the Committee.
- 8.b Cheques shall be made payable to the Staunton Harold Sailing Club.
- 8.c Cheques drawn on the Clubs bank account shall be signed by any two of the following: Commodore, Hon. Secretary, Hon. Treasurer.
- 8.d Accounts prepared and approved by a qualified accountant who is not a member of this Club shall be submitted to the Annual General Meeting.

9. Officers of the Club shall be:

- 9a Flag Officers: Commodore, Vice Commodore and 4 Rear Commodores
- 9b Other Officers: Hon. Secretary, Hon. Treasurer, Membership Secretary and Principal of Staunton Harold Sailing School.

10. Committee:

The Committee is the executive authority of the Club and is elected at the Annual General Meeting. The Committee shall manage the affairs of the Club according to the Rules and shall cause the funds of the Club to be applied solely to the objects of the Club. In particular the Committee shall ensure that the property and funds of the Club will not be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and that all surplus income or profits are re-invested in the Club.

11. Members' indemnification of Committee:

In pursuance of the authority vested in the Committee by members of the Club, members of the Committee shall be indemnified by the members of the Club out of the assets of the Club from and against any liability, costs, expenses or payments whatsoever which may be properly incurred or made by them or any one of them in the exercise of their duties on behalf of the Club wherever the contract is of a duly authorised nature or could be assumed to be of a duly authorised nature and entered into on behalf of the Club. Should the assets of the Club be insufficient to satisfy such liability, costs, expenses or payments the Committee shall be entitled to a personal indemnity from the individual members of the Club.

The limit of any individual member's indemnity in this respect shall be limited to £1 unless the Committee has been authorised to exceed such limit by a General Meeting of the Club.

As a committee:

The committee will take indemnity insurance against the club as an entity and the individual officers

- 10.a The Committee shall comprise the officers as above and not less than 7 elected members, the exact number shall be determined by the Annual General Meeting; it shall hold office until the conclusion of the next Annual General Meeting.

- 10.b The Severn Trent Authority will nominate a representative who will have all the rights of a Committee member and who may also attend all general meetings.
- 10.c Seven shall form a quorum.
- 10.d There shall be sub-committees as follows:

Health & Safety Sub-Committee

Hon. Secretary, Rear Commodore (Building & Maintenance), Rear Commodore (Sailing), Principal of Staunton Harold Sailing School and not less than 1 elected Committee member.

Social Sub-Committee

Rear Commodore (Social Events) and not less than 3 elected members.

Sailing Sub-Committee

Rear Commodore (Sailing), not less than 1 elected member and Fleet Captains elected by boat owners in each recognised fleet.

Training & Coaching Sub-Committee

Principal of Staunton Harold Sailing School and 2 Club members.

Management and Planning Sub-Committee

Commodore, Hon. Treasurer, Hon. Secretary, Rear Commodore (Building & Maintenance), Rear Commodore (Finance), immediate past Commodore and not less than 1 elected Committee member.

- 10.e The terms of reference of the sub-committees shall be determined by the main Committee which at all times is the controlling authority and which may dissolve a sub-committee or form a new sub-committee as required. Sub-committees are empowered to co-opt members as necessary. The income and expenditure of any sub-committee must be accounted in full to the Treasurer who will hold its funds. Any officer may attend any sub-committee meeting ex officio.
- 10.f Officers of the Club will hold office until the next Annual General Meeting. They may only be removed from office by an Extraordinary General Meeting called for that purpose. In the event of resignation or incapacity, an office will be filled as set out in Appendix B - Organisation.
- 10.g No Flag Officer shall usually remain in the same office for more than three consecutive years. No other Officer shall usually remain in the same office for more than five consecutive years. Exceptions shall be indicated to, and approved by, the AGM.
- 10.h In the event of resignation, incapacity or death, of any of the Club officers, other than the Commodore and Vice-Commodore, the Committee is empowered to fill the offices either from its own ranks or by co-option. If casual vacancies occur in the ordinary membership of the Committee these may be filled by co-option. Such a co-opted member shall be a full member of the Committee. If less than 7 members are elected at the Annual General Meeting the Committee may co-opt to make up the number.
- 10.i Minutes shall be kept of all Committee meetings. Minutes shall be submitted to the next meeting for ratification. The approved minutes shall be posted on the Club Notice Board for the information of members.
- 10.j A full Committee is needed:

1. To authorise expenditure of £250 or more.
 2. To formulate, alter or amend the rules.
 3. To call an Extraordinary General Meeting.
 4. To consider an objection to an application for membership.
 5. To suspend a member under section 7.
 6. To co-opt a Committee member to fill a vacancy.
 7. To elect an honorary member.
- 10k. Committee members are the direct link between the Club members and the Club executive. In addition to their membership of the standing Committees they may also Chair or represent the Committee on special sub-committees as need may be.

11. Annual General Meeting:

11.a The annual general meeting shall be held at not less than 11 months and not more than 13 months intervals as near the end of November as convenient.

11.b The following business shall be transacted:

Election of a Chairman for the duration of the meeting.

Presentation of reports by the Commodore and Secretary.

Submission of the approved accounts and recommendation for subscriptions for the following year.

Election of officers.

Election of a qualified accountant.

Rear Commodores recommendations for adopted classes.

Presentation of Fleet Captains.

Any proposed alteration to the Constitution as notified in section 13.

Any alteration to the Rules as notified in section 14 (d).

Any resolution for termination of membership under section 7.

At the conclusion of the Annual General Meeting the Chairman shall if there is time, allow general discussion when members can raise matters they would like to be considered by the new Committee. Any resolution or motion put during this discussion is not binding on the Committee or the Club.

11.c At least 4 weeks before the date of the Annual General Meeting the Secretary shall send to each voting member a notice convening the meeting. Nominations for officers and Committee members shall be signed by a proposer and seconder and by the nominee to indicate his consent. Completed nominations must be received by the Secretary not less than 14 days before the Annual General Meeting. This power may also be exercised if a nominee for office becomes incapacitated after his nomination has been received and there is no other nominee for the office.

11.d Amendment to the Constitution or alterations to the Rules under sections 13 and 14 (d) must be received by the Secretary not less than 14 days before a General Meeting. The proposed amendment or rule will be stated in full on the agenda for the meeting.

Modifications to the propositions may be taken from the floor, must be strictly relevant and not have the effect of negating the proposition. The Chairman is the sole judge as to whether a modification is acceptable. The Chairman may refuse to take alterations and if

there has been adequate discussion may declare that no further alterations will be accepted. The Chairman may suspend the meeting so that the Secretary can prepare an orderly summary of the proposition and the proposed alterations and it is not necessary for the alterations to be voted on in the order in which they are received.

- 11.e Voting rights shall be as indicated in Appendix A - Membership Categories
- 11.f The Chairman of a General Meeting shall not speak to any motion from the Chair. If he wishes to take part in the debate he shall speak from the floor, and the Chair in his absence will be taken by the Secretary. He may exercise his normal voting rights as a member if he so wishes but whether or not he has exercised these rights, in the event of a tie, he has a casting vote. He shall be elected at the beginning of the meeting and his authority ends when the meeting is closed.

12. Extraordinary General Meeting:

May be called –

- a) By the Committee
- b) By the Secretary following receipt of a written request signed by 12 members (or if the total membership of the Club is below 60, one-fifth of that total).
- c) By the Secretary upon receipt of a written request by the Water Authority.

Notice of the meeting will be sent to all members not less than 14 days before the date of the meeting. The date of the meeting will be determined by the Committee and will be as soon as possible and in any event not more than 28 days after receipt of notice requesting a meeting. The notice of the meeting will state what the business is to be discussed and **no other business is admissible**. The Commodore will take the Chair unless the conduct of the officers or the Committee is being called into question. In such cases a neutral Chairman will be appointed at the meeting.

13. Constitution:

The Club shall be managed in accordance with the Constitution currently approved by a General Meeting and by Severn Trent plc and the currently approved Organisation and Rules as published to members under the title "Staunton Harold Sailing Club Constitution and Rules".

- 13.a Alterations or additions to the Constitution may only be made at a General Meeting of members and require a two-thirds majority of voting members present in favour, provided that no such change shall jeopardise the Club's status as a Community Amateur Sports Club within the meaning of the Finance Acts, or in any event alter its objects or winding-up provisions. Notice must be given to the Water Authority.
- 13.b Proposals to change the Constitution can be made by the Committee to the Annual General Meeting or by 2 members notifying the Secretary in writing at least 14 days before the Annual General Meeting. The exact proposal must be written down for inclusion in the Agenda.
- 13.c For proposals made by members, **both the proposer and seconder must attend the Annual General Meeting and speak to the motion**. Failure to do so with result in the motion being deleted from the Agenda.
- 13.d An Extraordinary General Meeting may be called to consider alterations to the Constitution as in section 12, where this is called under 12.b two of the signatories must attend the meeting to present the proposal. The exact wording of the proposal must be state on the Agenda to the meeting.

- 13.e No change in the Constitution shall be effective unless and until it is approved by the Authority. Not less than 28 days notice in writing shall be given to the Water Authority of any proposed change. The Authority must notify of an objection within 21 days of receipt of such a notice.

14. Rules:

- 14.a The Committee shall formulate the Rules for the Club.
- 14.b A copy of the rules shall be available in the Clubhouse and given to each member on joining.
- 14.c All alterations to the Rules shall be posted in the Clubhouse and a copy given to each member.
- 14.d A member may propose an alteration to the Rules at the Annual General Meeting, He must notify the Secretary in writing at least 14 days before the meeting so that it may be put on the Agenda. If the motion is carried by a simple majority the incoming Committee will be instructed to 'take notice' and must at their next meeting endeavour to comply with the wishes of the members having due regard to any legal or other constraints they may be under.
- 14.e Members of the Club undertake to observe the Rules and failure to do so may be grounds for suspension or termination of membership as in section 7.
- 14.f It is a condition of membership that every member is under an obligation to perform his quota of duties as allocated by the Committee.

15. Dissolution:

- 15.a The Club may only be dissolved by an Extraordinary General Meeting of members and a two-thirds majority will be needed.
- 15.b If upon winding up or dissolution of the Club there remains, after satisfaction of all debts and liabilities, any property and/or funds whatsoever, the same shall not be paid to or distributed among the members of the Club. The Committee shall dispose of the net assets remaining to one or more of the following:
- i) to another club with similar sports purposes which is a charity and/or
 - ii) to another club with similar sports purposes which is a registered CASC and/or
 - iii) to the sport's national governing body for use by them for related community sports.

Appendices

A. Membership Categories

Family/Joint Member:

A husband and/or wife or co-habiting partners, with or without dependants under the age of 18 years on 1st January of current year.

Adults have 1 full voting right each and sailing members over 16 will carry out duties as determined by the Committee.

Individual Member

Any person 21 years or over on 1st January of current year.

Member has full voting rights and will carry out duties as determined by the Committee.

Student Member

Any person aged 18 to 20 years on 1st January of current year or 18 to 24 years in full time education.

Member has full voting rights and will carry out duties as determined by the Committee.

Cadet Member

Any person under 18 years on 1st January of current year, whose parents are not members of the Club. Parent/guardian must sign indemnity to guarantee Cadets insurance and any other legal liability.

Member has no voting rights and is not required to perform duties until the age of 16, when they will carry out duties as determined by the Committee.

Senior Member

Any person aged 65 years on 1st January of current year, who has been a family, individual or associate member for five or more years continuously may become a Senior member. Senior members may enjoy full membership of the Club as if the full subscription has been paid.

Member has full voting rights and will carry out duties as determined by the Committee whilst they continue to sail.

Honorary Member

Honorary members have the same conditions and rights attached to them as Associate members, except the member has no voting rights and may not hold office. A member may convert to full membership on payment of the appropriate subscription. Honorary membership may be for a limited period or for life as determined by the Committee. Limited period Honorary membership will be reviewed annually.

Country Member

An existing member of the Club who by reason of distance or other commitments is unable to make full use of the Club may apply to the Committee for Country membership. He must give an undertaking not to make use of the Club sailing facilities more than six times in a calendar year; that he will not take part in Club racing as a helmsman and that he will not keep a boat at the Club. He will pay a reduced subscription.

Application for Country membership is subject to annual renewal by the Committee. A Country member may resume full membership at any time on payment of his full subscription for the current year.

Member has no voting rights and is not required to perform duties.

Temporary Member

Members of recognised yacht Clubs or RYA members may for a maximum of 1 year by permission of the Committee become a Temporary member. The Committee will determine the fee payable as either a day sailing, monthly or yearly subscription as appropriate.

Any persons visiting the Club for courses or open meetings shall be regarded as temporary members for the duration of the event.

Member has no voting rights, duty requirements will be determined by the Committee.

Affiliated Member

Any group invited by the Committee to use the Club premises for a social or sailing event shall be classed as an affiliated member. Terms and conditions of use and subscriptions will be as determined by the Committee and reviewed annually.

Member has no voting rights.

Superceded Categories

The following two membership categories shall continue for those members to whom they currently apply, but are not open to other members:

Associate Member

Member may not take part as helmsman in any race or series of races except by permission of the Rear Commodore (Sailing) or in his absence a member of the Sailing sub-committee. Member may not bring or keep any sort of boat at the Club but may cruise as a guest of a member present at the Club. Member cannot be Commodore, Vice-Commodore or Rear Commodore (Sailing) but can hold any other office and be a Committee member.

Member has full voting rights.

Founder Life Member

Member has all rights of family members but has compounded the annual subscription for life by payment of a lump sum.

Member has full voting rights.

Joining Fees

- a) Shall be paid by all new members except Cadet.
- b) The fee shall be paid in one instalment on joining.
- c) Students not in full time education must pay the joining fee in one instalment, except those who transferred from Family or Cadet membership at 18 years who shall pay none.
- d) Juniors in full time education must pay a joining fee on subsequent transfer to adult membership of 50% of the full joining fee except those who transferred from Family or Cadet membership at 18 years who shall pay none.
- e) Any person transferring from Temporary or Affiliated membership must pay the appropriate joining fee.

Appendices

B. Organisation

B.1 Flag Officers

Commodore

The principal officer of the Club. He is responsible for the general policy of the Club and for ensuring that the necessary Club business is carried out. He shall take the Chair at the meetings of the main Committee and at meetings of members except at the Annual General Meeting or an Extraordinary General Meeting when barred (see item 12 of constitution). He shall be a co-signatory for cheques.

Vice Commodore

The Commodore's Deputy. He may deputise for the Commodore on any occasion. In the event of the Commodore's resignation, incapacity or death, he will assume the office of Commodore until the next Annual General Meeting. In the event of both Commodore and Vice-commodore being simultaneously incapacitated, an Extraordinary General Meeting will be called to fill the offices.

Rear Commodore (Sailing)

Responsible for all matters concerning the organisation of sailing and racing. He shall chair the Sailing sub-committee on which there must be at least one other elected Committee member who can deputise for him if necessary and who is not also a class representative.

Rear Commodore (Building and Maintenance)

Responsible for the Club building, grounds and material assets. He shall Chair a sub-committee formed of at least 2 elected Committee members plus as many co-opted members as may be required. A co-opted member need not be a permanent member of the sub-committee.

Rear Commodore (Social Events)

Responsible for all organisation of social functions. He shall Chair a sub-committee of at least 2 elected Committee members plus as many co-opted members as required. A co-opted member need not be a permanent member of the sub-committee.

Rear Commodore (Marketing)

Responsible for all marketing activities. Shall be Chairman for all marketing activities. Shall be chairman of the Planning sub-committee.

B.2 Other Officers

Honorary Secretary

The Chief Executive Officer of the Club. He shall be empowered to sign agreements and to conduct correspondence on behalf on the Club. He shall keep minutes of Committee meetings and general meetings. He shall maintain the list of members and keep the Club records. He may appoint assistant secretaries, honorary or paid, who may attend meetings and take notes and make records on his behalf. They will not however, be voting members unless they are also members of the Committee in another capacity. He shall be a cheque signatory. He shall ensure that the Committee review safety arrangements on an annual basis and shall Chair the Health & Safety sub-committee.

Honorary Treasurer

Is responsible for the care of the Clubs monies and for all financial transactions on the Clubs behalf. He shall maintain proper accounts that must be submitted for approval by a qualified accountant who is not a member of the Club before they are presented to the members at the Annual General Meeting. He shall be a cheque co-signatory.

Membership Secretary

Responsible for all the collation of membership details, collection of subscriptions, entrance and registration fees, issuing of membership cards, maintaining the list of members and provision of membership application forms to prospective members.

Principal of Staunton Harold Sailing School

Responsible for all training and coaching including organisation and promotion of the Club's training programme. He shall Chair the sub-committee responsible for training and coaching.

B.3 Club non-Officer roles

Bosun

Responsible for maintenance of Club's powerboats.

Duties Officer

Responsible for organising the Club duty roster and notifying OODs of their teams.

Youth Liaison Officer

Responsible for ensuring co-ordination between Committee and Youth organisations making use of Club facilities.

Minute Secretary

Responsible for taking notes and issuing minutes from Committee meetings.

Fleet Captains (Adopted Classes)

The job of a fleet captain is to look after the interests of his class. He should see that new members are given a chance of looking at and sailing his class of boat with a view to joining his fleet. He must encourage new owners and members of his class of boat and see that they meet other class members. He must try and ensure a good racing turn out. He must take an active part in organising his classes Open Meetings.

B.4 Sub-Committees:

Health & Safety Sub-Committee

The Club Committee shall have the overall and final responsibility for health & safety at the Club. The Health & Safety sub-committee shall be responsible for:

- Safety inspections

- Investigating reported accidents

- Monitoring maintenance of equipment

- Advising the Club Committee on changes to Club policy and practices in respect of health & safety issues.

Social Sub-Committee

This sub-committee is responsible for the organisation of any social events.

Sailing Sub-Committee

This sub-committee will deal with all matters concerning sailing. It will consist of:

- Rear Commodore (Sailing) and one or more representatives from the main Committee.

- One Fleet Captain for each recognised class who shall be nominated by the boat owners of that class.

- One nominated representative of non-adopted class boat owners provided that there are more than 15 non-adopted class boats.

- It may co-opt, but the co-opted member may not vote on matters concerning class boats.

- It may co-opt a press officer.

The sailing sub-committee will consider and rule on appeals from decisions of Protest Committees; a quorum for this purpose shall be four. The Sailing sub-committee will consider each year and recommend to the Annual General Meeting the recognised (adopted) classes for the following year. The sailing committee need not keep records of proceedings except as required under protest appeals. The Rear Commodore or his representative must, however, report to the main Committee and the main Committee must ratify all sub-committee decisions.

Training and Coaching Sub-Committee

The sub-committee shall be responsible for organising and encouraging training and coaching in all aspects of sailing and racing.

The sub-committee shall report to the main Committee as required. The main Committee is at all times the responsible authority and may direct the sub-committee if necessary.

The main Committee shall appoint one of its members to be a member of the Training and Coaching sub-committee.

Management & Planning Sub-Committee

This sub-committee shall be responsible for the day to day management of the club and planning future developments.

It will deal with all matters concerning the Club buildings, grounds and material assets

It will manage any staff employed by the Club

It is responsible for budgeting and financial planning.

It may authorise any spending up to £250

It shall review the methods, assets and management of the Club in the light of future trends, and prepare and develop proposals to assist the growth and development of the Club.

The sub-committee shall report to the main committee as the responsible authority. The main Committee may direct the sub-committee if necessary.

Appendices

C. Definition

Except in respect of Family/Joint membership, all references, in the Constitution, Appendices A & B (Membership Categories & Organisation), and Rules, to the male gender are interchangeable with the female gender.

Introduction to the Rules

These rules have been laid down jointly by Severn Trent Water (our landlords) and the Committee and should be adhered to at all times.

Notes

Personal buoyancy must be worn at all times whilst on the water. Each member is individually responsible for wearing personal buoyancy adequate for the conditions.

To assist new members, the Sailing Committee sub-committee considers suitable personal buoyancy aids to be those carrying the "CE" approval. If equipment prior to this standard is still in use it should be as recommended by British Standards (3395 .. 1969) or as approved by the S.B.B.N.F. In all cases it is the primary responsibility of the individual member to ensure that the buoyancy aid is adequate for the members weight, is in good condition and is used correctly. Wet suits may not be substituted for personal buoyancy. Wet suits are recommended clothing particularly for cold weather.

A full Sailing Programme listing Officers of the Day and other duties and Club Sailing rules will be sent to all members.

Rules

1. The Club may open between the hours of 10am to 01:00 am on each day. The Committee shall have power to extend those hours by resolution on any special occasion.
2. The permitted hours for the sale of intoxicating liquor shall be as determined by the Committee, in line with its licence.
3. Young persons under the age of 18 may not be served intoxicating liquor nor may such liquors be bought for them to drink on the Club premises.
4. Vacant
5. Visitors and Guests
 - (i) All visitors and guests must be signed into the visitors' book to comply with Club insurance.
 - (ii) Visitors attending a race or meeting sponsored by the Club who are not eligible for temporary membership may make use of the Club premises for the period of 24 hours before and after the event concerned.
 - (iii) Visitors attending the Club for course of instruction may make use of the Club premises for the days on which the course is held.
 - (iv) A visitor must leave the Club if asked to do so by an Officer of the Club or Committee member.
 - (v) Any member may introduce guests on the understanding that the member is entirely responsible for the behaviour of his guests or for anything that may happen to his guests on the Club premises.
 - (vi) Visitors are not permitted to sail on more than four occasions in any year.
6. Duties
 - (i) Members shall be required to perform duties connected with the running of the Club as defined by the Rear Commodore (Sailing) and/or Sailing sub-committee. Any member failing to perform these duties or make satisfactory alternative arrangements, except in extenuating circumstances, shall be suspended from all Club activities for a period to be determined by the Committee. This suspension shall be for a period not less than three months.
 - (ii) All members eligible to carry out duties shall carry out 3 duties per year; frequent sailors, as determined by the Committee, shall carry out 4 duties per year.
 - (iii) Members joining partway through the year, and full-time students living away from home, shall carry out pro-rata reduced duties as determined by the Committee.
7. In accordance with the Smokefree Regulations, smoking is banned within any Club building or on any Club owned boat. This applies to all Club members, employees and visitors.
8. (i) Subscriptions for all classes of membership are due on 1st January and the membership runs until 31st December. If a subscription remains unpaid by February 28th the member's name shall be removed from the list of Club members and their membership deemed to have lapsed. Any subscriptions received after this time may be subject to a re-joining fee as determined by the Committee.

(ii) All boats/boards/Trailers must be registered for the current season with the membership secretary and payment made of the required charges before being brought on to Club property or being used on the water.

(iii) Members must sign on, on each sailing day, on the appropriate sheet (in the Clubhouse) for racing or cruising before a boat/board may be put on the water. The OOD shall provide these sheets on each sailing day.

(iv) The Club is open to boats without a fixed keel and a Portsmouth Yardstick not less than 900. Windsurfers are permitted. Multi-hull boats are not permitted, with the exception of Challengers.

(iv) All sailboards must display the Club registration number issued to that board on the sail.

9. Eligibility for space in the dinghy park

Only fully paid up members are eligible for a space in the dinghy park.

In exceptional circumstances members who are not renewing memberships through illness or work commitments may subject to the committee receiving a request in writing offer that member subject to payment of boat park fees one years boat park allocation after which membership must be renewed or the boat removed from club premises within one month from January 1st.

Power to remove, sell or dispose of boats and/or trailers

In the case of an abandoned or unauthorised boat and/or trailer (as defined below) the Committee may:-

(a) move the boat and/or trailer to any part of the club premises without being liable for any loss or damage to the boat and/or trailer howsoever caused;

(b) upon giving 1 months' notice require the member or former member to collect the boat and/or trailer and remove it from club premises;

(c) upon giving three months' notice in writing by registered post to the member or former member at his/her last known address shown in the register of members sell the boat and/or trailer and deduct any monies due to the Club (whether arrears of subscription or facility fees or dinghy park fees or otherwise);

(d) if the boat and/or trailer is unsaleable (in the reasonable opinion of the Committee), after giving notice in writing as aforesaid, dispose of the boat and/or trailer in any manner the Committee may think fit and deem the cost of doing and any arrears as aforesaid to be a debt owing to the club by the member or former member.

(e) the club reserves the right to charge storage for the boat and/or trailer until such time as the owner collects the boat and/or trailer or until notice has been served under clause (b) and (c) above.

PROVIDED THAT in each case that proper evidence is available to show that all reasonable steps have been taken by the Committee to trace a member or former member and that when and if the boat and/or trailer is sold the proceeds of sale (where these exceed the amount of any indebtedness by the member or former member to the club) shall be placed in a bank deposit account and retained against the eventuality of a claim by the owner (whether he be the said member or former member) for a period of one year.

The Committee shall be entitled to treat any of the following as an abandoned or unauthorised boat and/or trailer:

- (a) a boat and/or trailer located in the dinghy park and not displaying a current dinghy park sticker;
- (b) a boat and/or trailer located otherwise than in its properly allocated space;
- (c) a boat and/or trailer that remains in the dinghy park for more than one month after any date advised by the Committee by which boats and/or trailers must be removed to allow for maintenance works of the dinghy park or the end of the season date (where applicable);
- (d) a boat and/or trailer which is the property of a member or former member which remains on club premises after any fees payable to the club by any member or former member (whether by way of arrears of subscription or facilities fees, dinghy park fees or otherwise) are more than one month in arrears; Fees are overdue if they are not paid by February 28th each year. (Facility fees are defined as subscriptions, boat/trailer park fees and other annual fees).
- (e) a boat and/or trailer which is the property of a member or former member which overstays by more than a month following the termination of the storage agreement;
- (f) a boat and/or trailer which is the property of a former member which overstays by more than a month following the termination of their membership.

Lien on boats and/or trailers

In addition to the powers set out above to move, sell or dispose of boats and/or trailers the club shall have a lien over members' or former members' boats and/or trailers parked on the club's premises in respect of all monies due to the club, whether in respect of arrears of facilities fees or subscriptions or otherwise and shall be entitled to retain possession of the boat and/or trailer until such time as all monies due to the club have been paid in full.

- 10. No dogs (other than a registered assistance dog) or other animals or pets shall be allowed in the Club's land, premises or sailing area.
- 11. No swimming, bathing or paddling is permitted in the reservoir.
- 12. No member, visitor or guest shall commit any act which may result in the fouling of the water in the reservoir.
- 13. Sailing shall be restricted to the sailing area so defined on a map to a scale of not less than 25 inches to one mile which is required to be on permanent display in the Club house and which shall clearly indicate the position of each marker post required to be set out on the banks and left in position (except when maintenance to the marker posts is being carried out) on the days and time stated herein or such smaller areas or different days and times as may from time to time be necessary for operational reasons as determined by the board. Except when engaged upon or in connection with the rescue of any person in distress or for any other unavoidable cause of which the authority shall be the sole judge and whose decision shall be final, any person trespassing outside the sailing area will in the case of a first offence immediately be suspended for a period of 12 months from all sailing facilities and in the case of a second offence will immediately be disqualified from membership of the Club and shall forthwith remove his boat and equipment from the site.
- 14. Only those types of craft agreed with the Authority shall be permitted on the water and the Club shall keep a register containing full up to date details of such craft. Craft of authorised visitors shall be of the types approved, shall be subject to all rules in force at the time being, and shall stay on site for no longer than 3 days. No powerboats other than safety boats shall be permitted on the reservoir.
- 15. All boats shall be subject to inspection and test before being admitted to the register and a separate up to date register shall be maintained of the craft of visitors and showing, in

particular, the water upon which such craft was last floated before arrival at the reservoir. The Authority reserve the right to exclude from the reservoir and adjoining lands of the Authority any craft which has come from an area where waters are known to carry any fish disease,

16. Every boat shall have sufficient positive buoyancy adequately secured (bags or cases) so as to be able to support itself and crew when submerged. Swamp tests shall be carried out on all dinghies as required by the Authority.
17. Every craft sailing on the reservoir shall have valid third party insurance cover for a sum of not less than £2,000,000 for any number of claims.
18. All members shall be responsible for personal insurance and insurance of boats and other property.
19. Sailing shall only take place when the safety boat is manned and during daylight hours but not later than ½ hour after sunset. No boat shall be sailed within 5 boat lengths of the bank except along the bank to the demised premises.
20. For each sailing day an experienced adult member of the Club shall be nominated as Duty Officer and as such shall be in charge of all sailing activities and responsible to the Committee for ensuring that all rules and regulations are strictly adhered to. The Duty Officer's orders and signals shall be obeyed instantly without question.
21. The part of the sailing area on which sailing shall be confined will be defined by the Duty Officer if necessary having regard to the prevailing conditions.
22. (i) Powered safety craft of a type approved by the authority shall be provided and manned by a minimum of two experienced persons and shall be on the water whenever sailing takes place.
(ii) The status of safety boat cover shall be indicated by the colour of flags hoisted on the flagpole in front of the clubhouse as follows:
 - A **green flag** indicates that a safety boat is ready and crewed. Any boat may sail, but a boat's decision to do so is hers alone.
 - A **yellow flag** indicates that limited class racing or supervised training is in progress. Boats other than those of the limited class or those being supervised shall not sail.
 - A **red flag** indicates that safety cover is not available. No boat shall sail on the water and any boats already sailing when the flag is hoisted must immediately return to the shore.
 - **No flag** indicates that safety cover is not available. No boat shall sail on the water.
(iii) Refuelling of safety craft must be done ashore and every precaution taken to avoid spilling of fuel.
(iv) Children must be properly supervised whilst at the Club and must not be allowed near the water unless wearing suitable life jackets.
(v) No litter of any kind shall be deposited or allowed to remain on the water, on Club lands, or on any access thereto.
23. When racing is in progress the Officer of the Day is authorised to order any or all of the cruising boats off the water.
24. The nearest boats, whether racing or not, must go to the assistance of any craft in distress and must render assistance or standby if required until the safety boat arrives. The Racing Rules of Sailing (2009-2012) rule no. 1.1 (or any rule of similar intent in subsequent editions) about going to the assistance of craft in danger or distress shall be known and acted upon by all (whether racing or cruising) on pain of suspension.

25. Adequate personal buoyancy must be worn by all persons when sailing. Inflatable buoyancy must be worn inflated. The wearing of waders, gum boots or wellingtons when afloat shall be forbidden.
26. No wading shall be permitted except for the purpose of launching or securing boats from or to the slipways or in an emergency.
27. No craft shall beach other than within the Sailing Club frontage, except in an emergency.
28. The Club shall encourage and facilitate training of members in rescue, artificial respiration and resuscitation.
29. No gun shall be used for any purposes in connection with any of the Club's activities without the previous consent in writing of the Authority.
30. The Club shall be responsible for keeping the Clubhouse area and the demised premises in a clean and tidy condition. All litter shall be placed in the receptacles provided or removed from the Club house area and suitable arrangements shall be made for the disposal of collected litter, grass cutting etc, with the local authority or by other means to the satisfactions of the Authority.
31. The use of radios, television receiving sets, record players, tape recorders and musical instruments of any description is prohibited, except in the Club house when it will be at the Authority's discretion and the use of such apparatus shall not be played so loudly as to be a nuisance.
32. No person shall in any way interfere with wild life at the reservoir.
33. No person shall interfere with any machinery, valves, drains, fences, gates, roads or other apparatus or works of the Boards or the apparatus of other statutory undertakers.
34. Boats, tackle and other apparatus belonging to the Club or its members shall be stored or left within the Club house area only in such places and at such times and in such manner as the authority may approve.
35. No members or guest shall interfere in any way with others rightfully using the reservoir or banks.
36. No car or other vehicle shall be parked on roads or land belonging to the Authority other than on Club lands. Access to the Club lands shall be along the road from the Windmill car parks only.
37. Toxic anti-fouling paint must not be used.
38. All sheets, ropes, halyards, wires and all other equipment and fittings on boats accommodated on the premises shall be so secured as not to cause or create any undue noise when blown by the wind.
39. Normally, no road trailers should be left on Club property overnight. However if a member considers that exceptional circumstances leave him/her no alternative, he/she should apply to the Committee in writing who will decide what action should be taken and fees payable.
40. Data Protection Act - Membership of the Club and acceptance of these rules by the member will be deemed to constitute consent to the holding of relevant personal data for the purposes of the Data Protection Act 1998.

This edition covers amendments up to and including the November 2015 A.G.M.

Approved by:

Elaine Penhaul Smith
[Commodore]

Mark Harden
[Hon. Secretary]

Dated January 9th 2017
