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# GENERAL INFORMATION

## 1.1 Introduction

Ashlett Sailing Club Limited (ASCL ) has its facilities at Ashlett Creek. The Club has a lease on the Creek from Esso Petroleum Company Limited and the management of the Creek is the responsibility of the Sailing Club Committee.

The original club, ASC, was formed in 1948. In 1951 it changed to the ESSO Sailing Club with the aim of providing a local facility for employees of ESSO and for people living in the area. Originally a dinghy sailing club, it has grown to be a sailing and motor cruising club with dinghy and kayaking sections. In 2017 the Club became independent as a limited company.

Ashlett Creek dries out at low tide so moorings are limited to craft capable of taking the ground. Moorings for vessels exceeding 4 feet draught are very limited. ASCL has a specific way of determining LOA to calculate fees, as it includes all projections at the bow and stern.

The Club facilities include: clubhouse, boathouse, tractor garage, boat pound, slipway, jetty and pontoons. A Club rowing dinghy, sailing dinghies and workboats are available for use by Club members. The Club is a member of the RYA and the Southampton Water Sailing Association.

Through the latter the Club is invited to participate in racing events.

Social events are organised during the year including our annual regatta.

In order to keep the costs down the Club relies on members to help in the maintenance of the facilities and, if possible, in the construction of new facilities.

Work parties are held as and when required.

Moorings in the creek are limited in number. There is usually a waiting list for moorings and for spaces in the boat house and compound.

Moorings, Space in the boathouse and boat pound are allocated to members on application to the Board members responsible. If all available moorings and spaces are taken up, a waiting list will be prepared and spaces allocated in order of application.

Membership does not guarantee a mooring or a space in the boathouse or pound.

It is recognised that on occasions some members take friends with them in their boats, or lend their boats to friends, and in so doing admit their friends to Club premises. This is acceptable to the Club as long as they have not been expelled or refused membership and subject to the conditions contained in the General Rules.

## 1.2 Navigation

The intensity of commercial shipping and leisure boating in Southampton Water and the Solent is such that members are strongly advised to familiarise themselves with, and to comply with, the by-laws of the Port of Southampton and regulations of any other authority having jurisdiction over navigation in the area. Members are recommended to keep clear of the shipping fairways as far as possible and be particularly careful to comply with any special regulations relating to those areas where large ships are restricted by their draft and their need to maintain steerage speed. There is a chart displayed in the Clubhouse or it can be found on the VTS website – Yachtsman's Guide. All vessels over 150 metres length overall (LOA) whilst navigating in the Precautionary Area have a Moving Prohibited Zone around them of 1 000 metres ahead and 100 metres either side of the vessel.

## 1.3 Security

Vehicle access to the Club premises is via a gate, which must always be left locked. Keys for this gate are obtainable only through the Sailing Club on payment of a deposit. They are of a type that cannot be copied. Because this gate gives access to its land ESSO Petroleum Company Limited require fully

controlled access at all times. It is also in members' interest, for the protection of their own property, that unauthorised vehicles should be excluded.

#### **1.4 Insurance**

It is a condition of membership that all boats brought onto Club premises, or moored, or used by members in the Creek must be insured at all times for third-party risks up to a minimum of £3 000 000.

#### **1.5 Communications**

Correspondence may be addressed to: The Company Secretary, Ashlett Sailing Club Ltd Ashlett Creek, Fawley, Southampton. SO45 1DT

There is a telephone in the Clubhouse. The number is 023 8089 1764. Response to incoming calls is dependent on the availability of a nearby member and the time it takes him, to go to the Clubhouse.

#### **1.6 Note**

The statements in this General Information are to provide an outline description of the Club and some of the obligations of membership but they do not have any formal status. Please refer to the Constitution and the Club's General Rules for further details.

# CONSTITUTION

The Club shall be known as the Ashlett Sailing Club Limited (the Club).

## 2.1 Purpose

The purpose of the Club is to further sailing, cruising and associated water sports in all their aspects and to preserve the natural amenities and environmental aspects of Ashlett Creek.

## 2.2 Membership

Membership shall be open to all without discrimination.

No person shall become a member of the Club unless:-

- a. that person has completed an application for membership in a form approved by the Committee,
- b. that person has accepted the objectives and agreed to abide by the Rules of the Club, and
- c. the Committee has approved the application.

The Committee reserves the right to refuse membership provided they have sufficient reason to do so.

The Club is a company limited by guarantee and members of the Club are also members of the Company. Liability is limited to £1, being the amount that each member undertakes to contribute to the assets of the company in the event of its being wound up while he is a member or within one year after he ceased to be a member.

## 2.3 Officers (Directors)

The Officers of the Club shall consist of the following:

- Commodore (chairman)
- Company Secretary
- Treasurer

Officers (Directors) must hold full membership.

## 2.4 Committee

Committee members must be Members, Senior Members or Family Student Members of ASCL. The Committee shall consist of all the Officers of the Club and nine Ordinary Members. A quorum for the full Committee shall be 6.

Committee meetings shall generally be held at least once a month.

The Committee shall be empowered to make such decisions as it sees fit on behalf of the Club, provided that these do not conflict with the Constitution of the Ashlett Sailing Club Ltd.

All decisions shall be made in accordance with the votes of the majority of the Committee Members present. The Chairman of the meeting shall have a casting vote in addition to his normal vote.

The Committee shall have the power to co-opt further, non-voting, members and to form sub-committees. The Club Committee also serves as the board of the company.

The Duties of the Officers and Board Members:

- i) **Commodore** – the Commodore shall take the chair at Committee meetings, the Annual General Meeting and Extraordinary General Meetings.
- ii) **Company Secretary** – the Company secretary shall be responsible for summoning Committee meetings, the Annual General Meeting and Extraordinary General Meetings. He shall also be responsible for publishing the agendas and keeping the minutes of all such meetings. He shall publish a copy of the minutes of every Committee meeting, once approved, on the Club notice board and shall arrange for

- a copy to be posted on the Club web site.  
He shall ensure that the Club Constitution and Rules are kept up to date.
- iii) **Finance Director** – the Finance Director shall keep the Club accounts and present a financial statement to the Annual General Meeting of the Club. He shall have the accounts independently inspected and make the books available to members at the AGM.
  - iv) **Ordinary Committee Members** – nine ordinary Committee Members shall undertake such duties as the Board may require; one shall be Vice-Commodore.
  - v) Flag Officers and Board Members shall be elected for a maximum of three years and then cannot stand for re-election to any committee (board) position for 1 year.

## 2.5 Annual General Meeting

The ASCL Annual General Meeting of the Club shall be held on a Saturday or Sunday after December 31<sup>st</sup>, and before April 1<sup>st</sup>, the beginning of the Membership Year, preferably as early in the New Year as is convenient. At the AGM the Annual Reports and the Financial Statement of the Club shall be presented and the Directors of the Club for the following twelve months shall be elected.

The Quorum for the Annual General Meeting shall be 20% of the ASCL voting members, as defined in Rule 4 and as determined by the register of members, including the Directors.

Notice of an AGM shall be given to members at least 4 weeks in advance and proposals to be considered at an AGM must be sent in writing to the Company Secretary by at least 2 weeks before the AGM.

## 2.6 Extraordinary General Meeting

An Extraordinary General Meeting may be called at any time at the request of the Committee or at least 15 voting members of the Club. The request shall be in writing to the Company Secretary giving details of the business to be discussed. These details together with the names of the members who requested the EGM shall be circulated to all voting members of the Club by at least one week before the date set for the EGM. The Company Secretary is responsible for arranging the meeting. An EGM must be held no later than 21 days after the request has been received.

A quorum for an EGM shall be 20% of the voting members as defined in Rule 4 and as determined by the Register of Members including the Directors. Discussion shall be limited to the business requested.

If the attendance for an EGM should not amount to a quorum, the proposed business shall be postponed until the following AGM unless the Board decides to reconvene the EGM.

## 2.7 Alterations to the Constitution

Alterations to the ASCL Constitution shall be made only at an Annual General Meeting or at an Extraordinary General Meeting. The agreement of two thirds of the ASCL voting members present is necessary to alter the Constitution. Proposals to alter the ASCL Constitution must be made in writing to the ASCL Company Secretary at least two weeks before an ASCL AGM. Proposals shall be proposed and seconded by ASCL voting members before submission.

## 2.8 Fees

There shall be an annual Club Membership fee for the Membership Year, which runs from April 1<sup>st</sup> to March 31<sup>st</sup> and such other fees as the Board decide.

# Rules

## Part 1 – Administration

### Rule 1 The Club

The Club shall be known as the Ashlett Sailing Club Limited (“the Club”)

### Rule 2 Rules

As determined by the Board and in accordance with the covenants of the Property Lease. In the event of any conflict between the Club Constitution and these General Rules the statements in the Constitution shall prevail. The provisions of Rule 12 shall govern alterations to the General Rules.

### Rule 3 Object

The object of the Club shall be to further sailing and boating in all their aspects consistent with the preservation of the natural amenities of Ashlett Creek.

### Rule 4 Membership

Membership is open to anyone over the age of 18 and shall be divided into the following categories. There will be no joining fee for members changing category of membership.

**Single Member** – Member must be present when family members visit the club. One vote.

**Family Members** – Two adults and their children under 18 may all use the club facilities independently. They are eligible for a discount of 20% off the full membership fee for two adults. Both adults are eligible to vote.

**Student Members** – Members over the age of eighteen who are in full time education or full time unpaid training are eligible for a discount of 1/3 of the full membership fee. Proof of eligibility will be required. These members will have full membership and voting rights.

**Senior Members** – Senior membership is open to members aged 70 and over who have at least 10 years continuous membership with the Club or ASC. They are eligible for a discount of 20% off the single membership fee.

**Senior Family Members** – A couple where at least one member is eligible for Senior Membership will be eligible for a further 20% reduction. Both members may vote.

**Offshore Member** – A member in any of the above categories who does not pay for a mooring, pound space or winter hard standing but keeps a boat elsewhere shall pay visitors fees when bringing his boat to the creek.

**Social Membership** - is open to those who are not actively engaging in any water sport at the Club. They must not have any craft or equipment in the Creek or on Club premises. They do not have voting rights. Fees will be 50% of Single Membership.

**Life Membership** – Senior Members who qualify for Social Membership may be offered Life Membership. Life membership is free but has no voting rights.

**Probationary Membership** – Newly enrolled members of the club will serve a period of one year as a probationary member and do not have voting rights. During this period they will be expected to demonstrate interest and support for the activities of the Club. Full membership will be confirmed following review by the Committee, at the end of the period.

## Rule 5 Subscriptions, Fees and Other Charges

Annual Membership Subscriptions for the year, fees for moorings, winter hard standing, mast crane, tractor, club trailers, boathouse and compound spaces shall be set by the Board.

The Committee shall have the right to make additional charges for optional functions and facilities that may be arranged from time to time.

A non-refundable entry fee is required on joining the Club. The fee is set by the Committee.

Annual subscriptions become due on entry and on 1<sup>st</sup> April each year thereafter. Membership renewal forms will be found on the web site or by request to the Membership Secretary.

The prime responsibility for renewal of membership shall rest with each member.

Members joining or taking a mooring, pound or boathouse space during the year shall be entitled to the following discounts to the annual fees:

- Starting April to August – full fee.
- Starting September to December – 50% of full fee.
- Starting January – March – included with following year.

## Rule 6 Cessation of Membership

Members of any category shall cease to be members in any of the following circumstances:

- Non-payment of Subscription** – Non-payment of subscription or appropriate fees within 14 days of due date or, in the case of annual membership renewals, 14 days after 1st April. Any person whose membership has ceased for this reason shall not be accepted again as a member unless he has paid all arrears due at the time of his earlier membership.
- Expulsion** – A member may be expelled from the Club if he has, in the opinion of the Board, committed a serious infringement of the rules. The Committee will follow the published Club Disciplinary Procedure before making its final decision.
- Resignation** – A member wishing to resign from the Club is requested to inform the Company Secretary. Cessation of membership shall include cessation of all rights to moorings or rights to store boats or equipment on Club premises so all property must be removed forthwith and all Club keys in his possession must be returned.
- Temporary Cessation of Membership.** A member may leave the Club for a period by giving prior notice to the Committee, e.g. working abroad or on an extended cruise and rejoin without paying the joining fee.



The Committee may, at its discretion, agree to the re-admission of a person whose membership was terminated because of late payment of fees, provided he has paid all fees due for the time since his earlier membership

Cessation shall not entitle the refund of any portion of the annual subscription or other payments (except the deposit on return of the security key) unless in exceptional circumstances and with the approval of the Committee.

## Rule 7 Club Management

The management of the Club shall be vested in the Committee whose decisions in all matters affecting the Club shall be final.

## Rule 8 Committee Members (Directors of the Board)

The responsibility for implementing the decisions of the Committee lies with the Flag Officers. The Officers of the Club shall consist of the following: Commodore (Chairman), Company Secretary, and Treasurer.

Election of members of the Committee shall be at an AGM or EGM. A notice and nomination form shall be posted on the Club notice board as soon as the AGM or EGM is announced. Voting members may indicate their willingness to stand for election and must be proposed and seconded by full members who shall propose or second only two nominations. Members standing for election may propose or second two other nominees and must have been a full member for one year.

**Commodore** – The Chairman (Commodore) shall take the chair at Board Meetings, Annual General Meetings and Extraordinary Meetings. The Commodore shall take the Annual General Meeting as the concluding duty of his year of office and the Chairman elected at the meeting shall commence duties from the close of the meeting.

**Company Secretary** – – The Company Secretary shall be responsible for summoning Committee meetings, Annual General Meetings and Extraordinary General Meetings. He shall also be responsible for publishing the agenda, keeping the minutes of all Club meetings and dealing with incoming and outgoing correspondence. He shall publish copies of minutes of meetings on the Clubhouse notice board and shall file copies of minutes in the Clubhouse. He shall ensure that the Club Constitution and Rules are kept up to date. He shall also make the correct returns to Companies House.

**Treasurer** – The Treasurer shall be responsible for the internal control system, reporting to the Board each month and keep all the Club accounts and shall present a financial statement at the AGM. He shall provide the Company Secretary with the information necessary to make the annual return to Company House.

**Ordinary Committee Members** – The Committee shall be comprised of the Chairman, Company Secretary, Treasurer and nine Ordinary Committee Members. The Ordinary Committee Members shall be full members and undertake such duties as the Committee may require including Membership Secretary and Mooring Secretary.

The Board shall have the power to co-opt further non-voting members.

**Membership Secretary** – The Membership Secretary shall maintain an up to date list of members of all categories. He shall receive applications for membership and process these as appropriate. He shall issue membership renewal application forms by whatever means appropriate including online,

four weeks prior to the date on which subscriptions become due. With these he shall issue application forms for moorings, winter storage and for space in the boathouse and pound. Upon return of these forms, he shall issue membership cards to members, update the list of members and pass the subscriptions and fees to the Treasurer. He shall also issue Club security keys. Revised lists of members shall be distributed as follows: one to each of the Officers and others as deemed necessary by the Committee.

**Vice- Commodore** – The Vice- Commodore, who must be a Committee Member, shall be appointed by the other members of the Committee and shall hold office until the next Annual General Meeting. He shall deputise for the Commodore on such occasions as the Committee is unable to be present. The Vice- Commodore is not, by virtue of his election, an Officer of the Club.

**Rear-Commodore** – The Club may choose to reward a member for services to the Club by electing him to the position of Rear-Commodore. This is an honorary position and if he is not an elected Committee member he may attend Committee meetings but shall not have a vote. The Rear-Commodore shall hold office until the next AGM. Members may suggest to the Board, in advance of the AGM, candidates who should be considered for election to Rear-Commodore. The Board should then recommend their nominated individual, at the AGM, for appointment.

## Rule 9      Committee Meetings

Committee meetings shall generally be held at least once a month and the Committee shall be notified at least seven days prior to the date of the next meeting. At Committee meetings six members shall form a quorum. All decisions of the Committee are to be made in accordance with the votes of the majority of the members present. The Commodore, or in his absence the Vice-Commodore, shall have a casting vote in addition to his normal vote.

## Rule 10      Annual General Meeting

The Annual General Meeting of the Club shall be held as early in the New Year as is convenient. At the ASCL AGM the minutes of the previous ASCL AGM and any intervening ASCL EGM, the Annual Report and the Financial Statement of the ASCL shall be presented and the Officers and Board of the Club for the next season shall be elected. The quorum for an Annual General Meeting shall be 20% of the full members as defined in Rule 4 and as determined by the register of members and including the directors. Notice of an AGM shall be given to members at least 4 weeks in advance and proposals to be considered at an AGM must be sent in writing to the Company Secretary by at least 2 weeks before the AGM.

If the attendance of an AGM should not amount to a quorum within 30 minutes of the published start time, the meeting shall be reconvened within a month or as soon as possible thereafter.

## Rule 11      Extraordinary General Meeting

An Extraordinary General Meeting may be called at any time at the request of the Committee or at least 15 members of the club. The request must be in writing to the Company Secretary giving details of the business to be discussed. These details together with the names of the members who requested the EGM shall be circulated to all voting members of the Club by at least one week before the date set for the EGM. The Company Secretary shall be responsible for arranging the meeting.

An EGM must be held no later than 21 days after the request has been received by the Company Secretary and a quorum for an EGM shall be 20% of the members, as defined in Rule 4 and as determined by the register of members and including the directors. If the attendance for an EGM should not amount to a quorum within 30 minutes of the published start time, the proposed business shall be postponed until the following AGM unless the Board decides to reconvene the EGM.

## Rule 12 Alteration of the Rules

The Rules will remain in force unless or until amended by a properly constituted vote at an AGM or EGM.

Voting Members may propose changes for consideration to the AGM but these must be submitted in writing to the Company Secretary at least two weeks before the date of the meeting. Proposals shall be proposed and seconded by voting members before submission and require the agreement of two-thirds of ASCL voting members present at the AGM.

Any resultant changes will be notified to all members as soon as practical.

## Rule 13 Finance

Club funds shall be held in a banking account opened in the name of the Ashlett Sailing Club Ltd. Funds not required for immediate use and security key deposits shall be lodged in an interest bearing Building Society or other equally secure account approved by the Committee and the interest from this account may be spent on Club facilities

The Treasurer may, at his discretion, arrange for advance funds to be issued to Committee Members to cover foreseen expenditure. In such event the Committee Members concerned shall be personally responsible for the custody of these funds and shall promptly render properly substantiated statements of all expenses to the Treasurer.

The Committee shall meet at least two weeks before the Annual General Meeting to review the Annual Statement of Accounts. The Financial Year of the Club shall commence 1<sup>st</sup> January and end 31<sup>st</sup> December.

The Club accounts shall be inspected by an independent person approved by the Committee but preferably not a Committee member.

## Rule 14 Conduct of Members

Members shall ensure that, whilst on Club premises or when participating in Club activities, they conduct themselves in a manner that will not give offence to other members or the general public or prejudice the enjoyment of the Club facilities by other members or visitors. They shall take care not to damage or abuse Club property or the property of other members.

Committee members shall have the authority to order any member offending under this rule to leave the Club premises immediately. Such a member shall have no right of re-entry, except to attend to the safety and security of his boat and then only with the authority of a Committee member, until summoned to meet the Committee.

## Rule 15 Insurance

All members who store, launch, moor or use their boats or sailboards at the Club facilities or in Ashlett Creek or participate in Club races or other Club events must have third party insurance cover of £3 million minimum. Members may at any time be asked to produce evidence of their insurance

and any member found not to have cover as defined above shall be liable to expulsion from the Club.

## Rule 16      Guests

Members may invite guests as long as they have not been refused membership or expelled or suspended, to accompany them when visiting the Club premises. This is permissible provided the host member accepts responsibility for the proper behaviour of his guests. The Club shall not be responsible for any injury to the guests or loss or damage to their property and the host member shall accept liability for any damage to the Club premises or the property of other members caused by his guests.

If a member wishes to lend their boat to a friend who is not a Club member and that friend would need to enter the Club premises for access to the boat, the member concerned must first obtain the permission of a Committee member. He shall give the friend a note bearing the signature of the Committee member who gave the permission and the dates to which it applies. This facility shall be limited to a total of four occasions per year per member.

The member lending the boat shall be responsible for the proper behaviour of the friend.

Members shall not permit others to have command of their boat whilst in Ashlett Creek unless the third party insurance of their boat is valid for these circumstances.

## Rule 17      Use of the Club Premises for Commerce or Trade

Members may not use the club premises or facilities for personal profit by hiring out their boats or taking passengers for gain. Neither shall they use the club premises as a place for carrying out a trade or profession or for storage of materials, tools or equipment in connection therewith.

It is nevertheless recognised that members may require professional or specifically skilled services to be performed on or in connection with their boats at the Club premises. In such cases the Club permits members to employ such services and to arrange for the delivery of the necessary materials and equipment to carry out a specific task.

Any member who engages a person or company to carry out work at the Club premises shall accompany them at all times and be responsible for any resulting damage to property of the Club or that of Club members or for injury to persons and for the removal of any dirt or rubbish left after the work. In no circumstances shall the Club be liable for loss or injury suffered or caused by the person or company employed on Club premises by a member.

A member engaging others shall draw their attention to all relevant Club rules and shall be as liable for the consequences of any breach as if they had contravened a rule themselves.

## Rule 18      Complaints

All complaints must be made in writing to the Company Secretary who shall submit them to the Committee for consideration. The Committee's decision regarding any complaints shall be final.

## Rule 19      Assets

Subject to the adequacy of Club funds the Committee may purchase such assets as in its opinion will be to the benefit of the club. The Committee shall have the authority to sell or otherwise dispose of any Club assets subject to the sale price being reasonably representative of its value. However, no asset that has been partly or wholly provided by Exxon Chemical Ltd. shall be sold or otherwise disposed of.

## Rule 20 Expenditure Authority

Authority to order goods or services to be paid by the Club, or to make payments in expectation of reimbursement by the Club, shall be limited to Committee members. No Committee member shall make any commitments on behalf of the Club by ordering goods or services exceeding £200 without first obtaining the approval of four other Committee members, including two Officers. Commitment or expenditure exceeding £500 shall require the approval of six of the Committee including two Officers.

## Rule 21 Contraventions of Rules

Any member failing to comply with these rules shall, depending of the decision of the Board, be subject to:

- a. A reprimand by the Committee;
- b. Such other sanctions as the Committee shall think fit including downgrading or withdrawal of moorings or on-shore rights.
- c. Suspension and/or
- d. Expulsion from the Club.

Members may refer to the Club's Published Disciplinary Procedure.

## Rule 22 Terminology

The use of the male pronoun in these rules shall be interpreted to include the female. 'Voting Member' means Single, Family, Student or Senior Member.

## Rule 23 Interpretations

In the event of a dispute regarding the interpretation of these rules the decision of the Committee shall be final.

## Rule 24 Security

Members, on leaving the Club premises, must set the alarm system or inform another Member on the site that the alarm has been left in a disarmed condition.

Members shall ensure they have left none of their property in a position where the public can use the same to gain access to the Club premises or other Members' boats. Leaving dinghies alongside the south bank moorings and pontoons is unacceptable.

The Gate at the entrance to the Club grounds must be kept locked at all times. Knowing a fellow Member is leaving or arriving after the Member is not a reason for leaving the gate unlocked. In such circumstances do not leave the gate unattended until the fellow Member has arrived at the area. Outboards in the compound must be fitted with an alarmed padlock.

## Rule 25 Health and Safety

The Committee is responsible for ensuring that the club has a Health and Safety policy which:

- a. Specifies the safety responsibilities of the club and its Committee members;
- b. Maintains written risk assessments of appropriate hazards;
- c. Ensures that safe working practices are communicated to the membership;
- d. Ensures that adequate safety and maintenance records are maintained.

The safety policy and written safety procedures which have been reviewed and approved by the Committee and communicated to the membership by all practical means shall be considered to be rules of the club.

## Part 2 – Facilities

### Rule A      General

1. Liability for any loss or damage to members' property left of the Club premises or moorings is not the responsibility of the Club and, in addition to the mandatory insurance requirements of Rule 15, Members are advised to carry insurance for loss or damage to their own property.
2. Members' attention is particularly drawn to the requirements regarding security. The gate that provides access to the Club also gives access to other property of ESSO Petroleum Company Limited and must always be left locked. The keys for this gate, which cannot be copied without the Club's authority, are available to Members on payment of a £50 deposit. Each Key is numbered and registered to its holder's name. Members must ensure that, before leaving, they check that all areas are locked and the burglar alarms covering the Clubhouse and Boathouse are set, unless it is obvious that others are using them.
3. No member shall deface or damage any notice board, building or other property belonging to the Club.
4. Any member seeing another member's boat or property being abused or damaged shall take reasonable steps to identify the culprit and shall promptly report any such incident to a Committee member.
5. Any damage caused by children shall be the liability of the adults in charge of them.
6. Members shall not borrow property of others without prior permission.
7. Throwing stones, or other missiles, on Club premises or in the Creek is forbidden.
8. All rubbish must be removed from the Club or placed in the skip.
9. The footpath along the south bank and in front of the Clubhouse is a public right of way and a six foot wide passage must be kept clear of obstructions.
10. The maximum length of a boat eligible to use the facilities should be 34 feet overall, this includes all fixed projections and extensions including equipment in its normal stowed position. The only exception to this is for any craft from ABP, Hampshire Police, Charity Organisations such as RNLI etc. and invited boats from other Sailing Clubs visiting the club, which may use the jetty and/or pontoons.
11. A vessel granted dispensation under the ASC rules shall be granted the same dispensation by ASCL. All vessels that complied with ASCL rules at the time of being granted a mooring, storage space or use of the facilities shall retain the right to use a mooring, storage space or use of the facilities provided those particular vessels remain under the same ownership and subject to Rules D & J.
12. Boats and equipment stored on Club premises, or on Club moorings, may, if necessary, be moved by, or with the authority of, the appropriate Committee member. If it becomes necessary to move a boat, or equipment, without first informing the owner, the appropriate Committee member shall take reasonable steps to inform the owner of the boat, or the equipment, where it has been moved to and why it was necessary to move it.
13. Members are allowed only one boat at any time on the premises i.e. in the Creek or ashore, in addition to one of the following:- tender; inflatable; sailing dinghy; kayak or canoe or similar craft. The Board may use its discretion in special circumstances. An overlap may be

- allowed for the sale of one boat and the purchase of another at the discretion of the Committee but permission must be received in advance and the overlap period agreed.
14. The length of all boats in the Club will be verified by the Board.

## Rule B Clubhouse and Toilets

1. Proper care shall be taken to avoid damage to the carpet and furniture by wet, or dirty, footwear or clothing.
2. Cutlery and china must be washed and dried after use and stored in its proper place.
3. Money contributions for the use of tea, coffee, sugar, etc., is to be left in the cash box.
4. The last Member to leave shall check that the lights, hot water boiler and wall heaters are turned off and shall lock up all doors and gates.
5. Members shall leave all hand basins, showers and other facilities in a clean and proper condition for use.

## Rule C Boathouse

1. The purpose of the Boathouse is for the storage of inflatable and wooden tenders, canoes and Club boats and, in the winter months, the storage of a limited number of wooden dinghies and masts. An area of the Boathouse will also be designated as a space to be used to work on boats and equipment that needs to be done under cover. This space MUST be booked in advance by agreement, in writing, with the Boathouse Member.
2. Vessels, craft and associated equipment not in regular use, nor being actively worked upon, will be restricted to a maximum of twelve months storage within the Boathouse after which they must be removed from the Club premises. Exceptionally the Boathouse Master may grant an extension to this period, but this extension must be obtained in writing. Before using the Boathouse, permission to do so must be obtained and the appropriate fee paid.
3. All stored equipment must be clearly identified by a boat's name or the name of the owner.
4. Inflatable boats shall be kept fully inflated so as not to interfere with access to adjacent storage racks.
5. Members are responsible for keeping the area occupied by their craft clean and tidy.
6. Motor cycles, motor scooters, engines, fuel tanks, fuel cans, paint, thinners or any other flammable substances shall NOT be stored in the Boathouse.

## Rule D Pound and Winter Hard-standing

1. The use of these facilities requires prior permission and payment of the appropriate fee. Priority will be given to mooring holders.
2. Boats, trailers launching trolley and any detached equipment must be clearly identified by showing the boat or owner's name.
3. Trailers or launching trolleys must not be used if their condition is such as could endanger people or property.
4. Particular care is necessary to ensure that all boats are safely supported against possible storm damage and members should consider the removal of masts to minimise this risk.
5. Members shall use only the space allotted to them and, in the case of boats stored in the pound, shall move their boats to other positions if requested to do so by the Committee member responsible for the pound.



6. Cradles, props and sleepers shall be cleared away and neatly stored after lift-in and any ground disturbances shall be restored to normal.
7. Members must remove from the Club any boat or equipment that either has reached the end of its useful life or is considered by the Board to be unsightly or a hazard.
8. The Committee may dispose of any unidentified property which has apparently been abandoned. A notice of disposal, identifying the property, shall be displayed on the Club notice board for four weeks. After that time the Committee shall be empowered to dispose of the property subject to the prevailing legal requirements.
9. All persons allocated a space in either the Pound or Winter Hard-standing areas shall at all times maintain that area in a clean and tidy state free from all debris, scrap, rubbish, brambles, long grass, etc. Sleepers, cradles, etc., may not be stacked against the Pound fences but must be marked with the owner's name and stacked in a safe and tidy manner in an area designated by the Pound master. Failure to comply with the above requirements will be regarded as a contravention of the Rules as designated in Rule 22, with the ultimate sanction of expulsion from the Club.
10. All trailers and trolleys must be maintained in a safe and operable condition. Failure to comply with this is likely to lead to the owner being required by the Committee to remove the item from the Club premises or it may be removed by the Committee at the owner's risk and expense.
11. Vessels, craft and associated equipment not in regular use or being actively worked upon will be restricted to a maximum of 12 months storage within the Pound, after which they must be removed from the Club premises. Exceptionally the Pound master may grant an extension to this period but this extension must be obtained in writing.
12. Boats stored in the compound that have permanently fitted outboard motors are required to fit an alarm. Boats whose owners choose not to comply with this requirement may only be stored outside the fenced central compound and then only with the agreement of the Committee.

## Rule E      Pontoons

1. Except as detailed below, members' boats may be berthed on either side of the pontoon for a maximum of 5 consecutive days but members' boats must leave the pontoon with no return within 3 consecutive days when their total consecutive days spent on any part of the pontoon exceeds the limit for the berth they are on.
2. The first berth (furthest from the shore) on the western (creek) side of the pontoon is designated as a loading/unloading berth and must only be used for short periods. Members must not leave boats unattended while they are afloat on this berth. However as this is the most accessible berth on a falling tide boats arriving late on the tide may stay over one low tide but must move on the next practical tide.
3. Rafting is allowed up to three boats width except for the first two berths on each side where it is limited to two boats width in order to maintain good access. In all cases members must always move their boats along the pontoon to make use of the shallowest berth possible and must raft in order to maximise the availability of deep water berths. Members must ensure that they are not stranded at the pontoon by neap tides.
4. Boats must be moved at the Pontoon master's discretion in order to maximise available space.
5. Members who have specific need to use the pontoon for more than 5 days in total may be granted permission by the Pontoon master or his nominated deputy. Permission for an extended stay must be recorded in the Long Stay Log Book which is kept in the Clubhouse and a designated notice must be displayed on the boat.



6. Members who fail to comply with the above rules will be liable to a charge equivalent to the Visitors Fee per day for excess days and where such a charge is levied it must be paid before membership can be renewed.

## Rule F      Jetty, Quay and Slipway

1. The eastern side of the jetty is for short-term berthing of boats for up to three days unless an extension has been granted by a Committee Member and is subject to a 15 minute limit at the section allocated for water supply.
2. Recognising that quay occupancy precludes the use of the crane by other Members, no Member shall berth his boat at the quay for more than one day without the agreement of a Committee Member.
3. In addition to the launching and recovery of boats, the slipway may be used for short-term maintenance jobs such as scrubbing and anti-fouling. No boat may occupy the slip for more than one day without the agreement of a Committee Member.
4. Members wishing to use the slip for scrubbing, maintenance, launching or recovery of cruisers must make a reservation beforehand on a list on the Club notice board.
5. When using the jetty, quay or slipway Members must take care that their boats are not stranded by neap tides and shall abide by the Slipway Etiquette code displayed in the Boathouse.
6. A fee set by the Committee is payable for the use of the mast crane.

## Rule G      Sailing Dinghies

1. The Club sailing dinghies are available free of charge, for use by Members competent to sail them in the prevailing weather conditions and having the knowledge of the rules for rights of way at sea. They may also be used by Members who are competent dinghy sailors for giving instruction to others. However any Member making such use of a Club dinghy does so on the understanding that they accept full responsibility for their own and their companion's safety.
2. With the exception of organised events at other venues at which the Club is being officially represented the range of the sailing dinghies shall be limited to the south west of the fairway between the ESSO Marine Terminal and Calshot Spit. They shall not be taken out of Ashlett Creek for more than eight hours at any one time.
3. All persons aboard a Club sailing dinghy shall continuously wear life jackets or buoyancy aids.
4. On completion of use the sailing dinghy shall be returned to the boathouse leaving it and its equipment clean and tidy. Any defect found or damage incurred during use must be promptly reported to a Committee Member.
5. Any reservation system organised by the Committee shall be strictly observed.

## Rule H      Rowing Dinghy

1. The Club rowing dinghy is for access to boats on moorings, inspection of moorings and incidental associated use. It is not to be used outside the Creek and being for use by Members in general it shall not be used for extended periods when others may wish to have it.
2. Proper care of the dinghy, oars and outboard shall be exercised at all times. Any damage or defects shall be reported to a Committee Member, preferably the Bosun.

3. After use the dinghy shall be cleaned and replaced in the boathouse on its trolley.
4. All persons aboard the club rowing dinghy shall continuously wear life jackets or buoyancy aids.

## Rule I Workboats and Block Lifter

1. The workboats and Block lifter are for the use of Members, providing they can safely handle them and have received appropriate training.
2. The workboats may not be taken out of the Creek without the prior permission of a Committee Member.
3. After use the workboat must be returned to its mooring, left in a clean and tidy condition with the canvas cover properly replaced. The Block Lifter must be returned, in a clean and tidy condition, to the Boathouse.
4. All persons aboard a club workboat or the block lifter shall continuously wear life jackets or buoyancy aids.

## Rule J Moorings

1. Members wishing to have a mooring must apply to the mooring secretary who has the authority to allocate moorings. Moorings will be allocated at the mooring secretary's discretion based on the following considerations:
  - a. The past allocation history;
  - b. The length and draft of the boat that the mooring is required for;
  - c. The availability of a suitable mooring;
  - d. How long the applicant has been a member of the club;
  - e. Whether the applicant has complied with all the club rules;
  - f. When the applicant made his request for the mooring;
  - g. Whether the applicant's boat is suitable to use the mooring.

The allocation of south bank moorings will be reviewed and agreed by the Committee, with additional considerations such as the health of the applicant.

If the member fails to use the mooring that they have been allocated then the mooring may be re-allocated to another member in the following season.
2. Mooring fees shall be due and payable before commencement of tenure and thereafter with the annual subscription.
3. The maximum length of a boat eligible for a mooring shall be 34 feet overall.
4. Moorings shall be allocated annually to members for specific boats which must be their personal property and may not be used for other boats without the prior agreement of the Moorings Secretary.
5. The following applies to boats in multiple ownership:
  - a. Each part-owner shall be a member of the Club.
  - b. Each mooring shall be allocated in the name of ONE of the owners.
  - c. The insurance policy must name all part-owners and the valid certificate must be shown if so requested by a Member of the Committee.
  - d. Should there be a change in the composition of the syndicate or should a sole owner sell or give a part share to another member the mooring application must be re-submitted and will be reviewed by the Committee.
6. When a mooring is allocated to a member it shall be the responsibility of that member to inspect the mooring and ground tackle to ensure that it is safe for his boat. To the extent that it is deficient in any way it shall be the mooring holder's responsibility to carry out the

necessary remedial work or replacement. Thereafter the responsibility for maintenance of the mooring remains with the holder for the remainder of his tenure.

7. Tenure of a mooring does not imply ownership. Members may not transfer, sell or let their moorings.
8. New moorings may be established only with the consent of the Committee and then only if laid down to the Committee's specification. Permission to lay a new mooring may be withdrawn if not acted upon within a reasonable time.
9. All moorings must be kept legibly numbered and any trot-lines must have floats at frequent intervals.
10. No mooring shall be moved without the permission of the Mooring Secretary.
11. Boats on moorings must have their names displayed in a prominent position.
12. Pontoons or staging may be installed at bank-side moorings. They shall be permitted only on an annual basis and must be removed from the Creek if in the opinion of the Committee they have become a hazard or their appearance is unacceptable.
13. Extended periods of non-use of a mooring (i.e. more than two weeks) must be notified to the Moorings Secretary in writing who may then re-allocate the mooring on a temporary basis. This does not apply to Members going on cruises from which they might wish to make an unplanned return.
14. Any Member allocated a mooring on a temporary basis uses it at his own risk. They must ensure that the mooring is adequate for the purpose and that it is left in the same state as found.
15. Upon the death of a mooring holder the widow, or widower, or live in partner may retain the mooring provided that he becomes a Member of the Club and has paid all the appropriate fees.
16. The Committee reserves the right to rescind the allocation of a mooring if it becomes evident that a boat on it is being rarely used.
17. The Committee shall have the right to transfer moorings if necessary.
18. There is a mooring outside the Creek that members may use but the Club can accept no liability from any failure of the mooring.

## Rule K      Tractors

1. The tractors are available for use by Club members for moving, launching and recovering boats and for maintenance or project work at the Club. Their use is limited to those Members who are holders of full motor vehicle driving licenses and who are authorised by the Committee to drive and use them.  
A fee set by the Committee is payable for the use of the tractor.

## Rule L      Creek

1. No Member shall wilfully damage, interfere with or make fast to any navigation marks in Ashlett Creek and any Member accidentally damaging a mark shall report the same to a Committee Member as soon as possible.
2. Members shall not exceed the speed limits displayed in the Creek and shall navigate their boats in such a manner and at such a speed as not to endanger life or cause injury to persons or cause damage to other vessels, moorings, pontoons, buoys, navigation marks or other Club property.

## Rule M Racing

This rule has been removed as the Club's Insurance Policy does not cover racing.

## Rule N Utilities

1. Members who use or are responsible for others using more than a nominal amount of electricity or water in connection with their boat or other property shall contribute a fair sum towards the cost of these utilities. If any extended use of a utility is anticipated the Committee shall be consulted in advance as to the basis of payment. Electrical Extension Leads must not be left unattended plugged in to the Club supply circuit.
2. Members using the tractor or any power driven Club boat for their own use shall replenish the fuel consumed.

## Rule O Car Parking

1. The area in front of the Boathouse and from there to the Clubhouse shall be kept free of parked boats and parked cars during the sailing season but cars may be taken to the jetty/slipway area for launching and recovery of boats and loading and unloading of equipment.
2. Cars may be taken into the Pound for the convenience of Members when working on their boats. However the Pound shall not be used as a car park with the exception of that area designated by the Pound master for more secure parking whilst members are away cruising from the Club nor shall cars be left in places where they could impede access to other boats.
3. In accordance with the conditions of the Lease no camping is allowed at the Club site. This includes campervans, caravans and tents. No member or guest is allowed to sleep in the Clubhouse or any other building.

End of document.

8<sup>th</sup> March 2020.