

Broxbourne cruising Club

Constitution 2005 amended 25 January 2025

1. Name

The name of the Club is the Broxbourne Cruising Club hereinafter referred to as the Club.

2. Aim

The aims of the Club shall be to promote pleasure cruising and social activities for members and their guests.

3. Objectives

To support the interests of boat owners on the Rivers Lea and Stort in collaboration with other organisations as appropriate.

To promote friendship within the Club for all members and encourage an appreciation of safety and security in relation to boats and boating and to inspire courtesy to other users of the waterways.

To promote the use of inland waterways.

To provide social and other facilities including premises and equipment for members as may be from time to time be determined.

To negotiate the provision of suitable berthing sites for members' craft.

To promote social activities for the benefit of the majority of members.

To provide education in maritime and inland waterways matters especially for younger members.

To support the sport of Yachting.

4. Club Colours

The colours of BCC shall be light blue over dark blue with BCC in white central lettering. The Club Burgee shall be coloured as above and triangular in shape - the Commodore's to be as the Club Burgee but rectangular in shape with a swallow tail.

5. Membership

Membership shall be open to all members of the public who are keenly interested in boating and wish to support the objectives of the Club whether or not the owner of a boat of any kind.

6. Entitlement

Subject to the provisions of these rules a member is entitled to fly the Club Burgee, to wear the Club badge and receive Club literature. A member may attend all Club meetings. He/she will have the right to use all Club facilities and equipment in accordance with the rules.

A member may apply for a Club mooring, which may be allocated as and when available in accordance with the rules. No member shall in any year be entitled to exercise any rights or privileges of membership until his subscription for that year, and all arrears, if any, are paid.

7. Classes of membership

Full Member.

Members holding a mooring (wet or hardstanding) shall be classed as full members. A full member has all the entitlements given above and may vote at general meetings of the club and stand for election to the committee (but subject to paragraph 11)

Social Member

A social member shall be entitled to use the Club house and can attend meetings but may not vote at meetings and may not nominate or stand for election to committee

Family Membership

Shall comprise the partner and any children under 18 years of age of a full or social member Adult family members may both exercise all of the rights of their membership category except that- any entitlement to nominate or stand for election to any committee position other than secretary/social secretary may only be exercised by one of them..

Temporary members

Temporary members may not vote at meetings, may not nominate or stand for election to any office. Temporary members may not introduce guests.

Life membership

Shall comprise persons nominated by the committee for services to the club over a long period and shall have all the rights of full / family membership whilst holding a club mooring otherwise social/family membership There shall be no more than 10 life members at any one time.

8. New Membership Nomination

Applicants for membership must attend at least 3 club events (includes bar nights) as guest and be interviewed by nominated committee members prior to their application being submitted (in whatever format the committee may agree from time to time.) The committee may refuse applications for Membership only for good cause, such as conduct or character likely to bring the Club into disrepute.

NB a club mooring can only be offered once membership is approved any temporary mooring prior to this will be at the sole discretion of the mooring master

Candidates for membership shall have no rights or privileges whatsoever in relation to the use of the Club or premises.

9 Election

The election of all classes of members is vested in the management committee and shall be by a simple majority vote of those members present and voting at the relevant meeting of the management committee. The Secretary shall inform each candidate in writing of the candidates election or non election. He/she shall furnish an elected candidate with a copy of the constitution and rules of the Club and make request for such payments as are necessary.

10. Provisional membership.

All successful candidates for membership of the Club shall be given provisional membership for a period of one year from the date of election at the end of which the application will be reviewed by the committee. In the event of the membership being terminated no reason shall be disclosed.

A provisional member shall be entitled to all the privileges of the category of membership applied for and be subject to all the responsibilities of a member of the Club and any possible liabilities but may not nominate or stand for election for committee

In the event of a provisional membership being terminated the entrance fee shall be returned together with the pro rata unexpired annual subscription i.e. on the basis of complete months remaining.

A provisional member may appeal, initially in writing against a decision to terminate the membership and may appear before the committee or write so as to state his/her case and request reconsideration of a decision.

11. Termination of membership

Resignation. Any member who wishes to resign his membership of the Club shall give notice in writing of his intention so to do addressed to the secretary before the first day of November in any year. Arrears. Any member whose annual subscription remains unpaid on the 14th day of February in any year shall be reported to the Committee If the subscription remains unpaid on the first day of March he shall thereupon (unless the Committee resolves otherwise) be deemed to cease to be a member without prejudice to his liability to pay the amount due and his liabilities under the Club rules.

12 Conduct of members

Every member upon the election and thereafter, is deemed to have notice of, and undertakes to comply with the Club constitution and current rules of the Club. Any refusal or neglect to do so, or any conduct which in the opinion of the committee is either unworthy of a member or otherwise injurious to the interests of the Club, shall render a member liable to expulsion by the committee.

13 Expulsion

Before considering expelling a member, after any final warning if appropriate, the committee shall call upon the member for a written explanation of the members conduct and shall give the member full opportunity of making explanation in person or in writing to the committee, or of resigning. A resolution to expel a member shall be carried by two thirds majority vote by those members of the management committee present and voting on the resolution.

14 Forfeiture of Rights

Any member expelled or otherwise ceasing to be a member of the Club (except by death) shall forfeit all right to or claim upon the Club or it's property or funds

Death. The rights of a member shall be personal and shall not be transferable and shall cease upon his death other than to his/her partner in the case of family membership.

15. Guests

Members are responsible for the conduct of their guests who must be personally known to them.

16. Damage

A member shall not knowingly remove injure destroy or damage any property of the Club and shall make restitution for the same if called upon to do so by the committee or Secretary upon the instructions of the committee.

17. Affiliated Clubs

A member of any Club affiliated to the ATYC, AWCC ALCC IWA or RYA may be authorised to use the premises and/or facilities of the Club by any member of the committee of the Club. Such authorisation shall specify between which dates (not being more than 14 days apart) said person may so use the premises.

The secretary or any other person who has received the authority of two members of the committee may expel temporarily or permanently any person who has the right to use of the Club under the above rule.

18. Limitation of Liability

Members their guests and visitors are bound by the following Rule which shall also be exhibited in a prominent place within the premises.

Members of the Club their guests or visitors may use the Club premises and any other facilities of the Club entirely at their own risk and accept that the Club will not accept any liability for any damage to or loss of property belonging to members, their guests or visitors to the Club.

The Club will not accept any liability for personal injury arising out of the use of the Club premises and any other facilities of the Club either sustained by members, their guests or visitors or caused by the said members, guests or visitors whether or not such damage or injury could be attributed to or was occasioned by the neglect default or negligence of any of them, the officers, committee or servants of the Club.

19. Data Protection

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 legislation

- I. For the purpose of running the club and compliance with legal requirements.
- II. To receive club notifications by email or other electronic means including whatsapp.
- III. Email address and phone number may be disclosed to other members
- IV. Such information should be used solely for club business and not disclosed to non members.

20. Membership Subscription and fees

The rate of entrance and subscription and mooring fees for each category of membership shall be proposed by the committee to the members at a General Meeting. Any changes shall be approved by a majority of those present and entitled to vote.

All members shall pay the entrance fee and annual subscription upon election to the Club, the latter pro rata until the end of that year.

21. Members Duty to provide address

Members shall furnish the Secretary with an up to date address phone number / whatsapp and email which shall be recorded in the register of members and any notice posted or otherwise delivered to such address (whether electronically or by post) shall be deemed to have been duly delivered.

22. Management

(1) The day to day affairs of the Club shall be managed by a committee which shall be elected at the Annual General Meeting of the Club, (with the exception of house manager who shall be appointed by the committee) consisting of the following officers, all of whom shall be full members of the Club and in the case of commodore, vice commodore, treasurer, secretary have previously served at least one year on the committee. A rear commodore may be appointed in accordance with para (5) below.

Commodore

Vice Commodore

Secretary

Treasurer

Mooring Master

Social Secretary

Bar manager

House and Grounds Manager

Two Committee Members

The elected committee shall have the power to co-opt additional members or fill vacancies as it considers necessary.

(2) Duties of Secretary

The Secretary shall:

- (a) Keep a register of Club members names and addresses.
- (b) Conduct the correspondence of the Club.
- (c) Keep custody of all the Club documents.
- (d) Keep full minutes of all meetings of the Club, The Committee, or sub Committees. which shall be confirmed and signed by the chairman of the meeting upon agreement of the Club, the Committee or sub committee at the next meeting of the Club, the Committee or sub committee.
- (e) Administer such insurance policies as may be needed to fully to protect the interests of the Club , it's officers and members.
- (f) Maintain contact with the Club's legal adviser to ensure that the Club's affairs are managed in accordance with current law.
- (g) Maintain any such certificates or registrations and complete any such non financial returns as may be required by law.

Duties of Treasurer:

(3) The treasurer shall

- (a) Cause such books of account to be kept as are necessary to give a true and fair view of the finances of the Club.
- (b) Cause all returns as may be required by law in relation to such accounts to be rendered at the due time
- (c) Prepare an annual balance sheet as at 31st December each year and cause such balance sheet (and accounts as necessary) to be audited at least once annually.
- (d) Present a review of the Club's accounts to the membership at the AGM
- (e) Prepare an estimate of the Club's expenditure requirements for the forthcoming year and the proposed affect on annual fees.

(4) Duties of Auditor

The Auditor shall:-

be appointed at the Annual General Meeting in each year and shall audit the accounts of the Club when called upon to do so and shall give such certificate of assurance as to the accuracy of the said accounts as shall be required by law or by the committee. If he/she is unwilling or unable to act, inform the committee who shall appoint a substitute to hold office until the termination of the next Annual General Meeting.

(5) Rear Commodore

An outgoing Commodore may be invited to remain on the committee in the position of rear commodore at the sole discretion of the incoming Commodore in an advisory capacity without voting rights. An outgoing Commodore may also stand as a candidate for any other committee position at the same AGM as when they stand down

(6) Duties of the Committee

(a) The committee shall meet at least every two months making such arrangements as to the conduct, place of assembly and holding of such meetings as it may wish. The Commodore or in his absence a chairman elected by those present shall preside.

(b) Voting except in the case of a resolution relating to the expulsion of a member shall be by simple majority by show of hands or by secret ballot. In the case of equality of votes the Commodore or chairman as the case may be shall have the second and casting vote.

(c) In the case of a resolution relating to the expulsion of a member voting shall be by secret ballot and shall require a two-thirds majority of those present and voting.

(d) Five members personally present including via internet shall form a quorum at a meeting of the committee

(e) The committee shall manage the affairs of the Club according to the constitution and rules and shall cause the funds of the Club to be applied solely to the objects of the Club or for a benevolent or charitable purpose nominated by General meeting. The income and property of The Club shall be applied solely towards the promotion of the Objectives and no part shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to members of The Club,

(f) The committee shall make such rules and regulations as it shall from time to time think fit and shall cause the same to be posted or emailed to members and exhibited in the Club premises for 14 days before the date of implementation. Such rules and regulations shall remain in force until approved or set aside by a vote at a General meeting of the Club.

(g) The committee may appoint such sub committees as it deems necessary and delegate such of its powers as it may think fit upon such terms and conditions as shall be deemed expedient and/or required by law. Such sub committee's shall consist of such members of the committee or of the Club as the committee may think fit. Flag officers of the Club shall be ex officio members of all such sub committee's.

(h) A member of the committee, of a sub committee or any officer of the Club, in transacting business for the Club shall disclose to third parties that he is so acting.

(i) The committee, or any person or sub committee delegated by the committee to act as agent for the Club or its members shall enter into contracts only so far as expressly authorised, or authorised by implication, by the members. No one shall, without the express authority of the membership in General meeting, pledge the credit of the membership.

(j) In pursuance of the authority invested in the committee by members of the Club, members of the committee are entitled to be indemnified by the members of the Club against any liabilities properly incurred by them or any one of them on behalf of the Club wherever the contract is of the duly authorised nature or could be assumed to be of a duly authorised nature and entered into on behalf of the Club.

(k) The limit of an individual members indemnity in this respect shall be a sum equal to one-year subscription at the then current rate for that category of membership unless the committee has been authorised to exceed such limits by General meeting of the Club.

(l) The purchase for the Club of excisable goods and supply of the same upon Club premises shall be exclusively and solely under control of the committee through the bar manager. Intoxicating liquor may only be sold for consumption on Club premises to persons over the age of 18 who are entitled to use of the Club premises in pursuance of the constitution and rules from time to time being in force. No member or visitor under the age of 18 may purchase or attempt to purchase intoxicating liquor within the Club premises nor may a member or visitor under the age of 18 purchase or attempt to purchase tobacco or cigarettes within the Club premises.

(m) Subject to requirements of the licensing authority the committee shall cause the Club bar to be opened at convenient times (and such times shall be prominently exhibited in the Club premises) for sale of excisable goods to persons who are entitled to use of the premises of the Club in pursuance of these rules (except persons under 18 as aforesaid)

(n) No person shall take a commission percentage or other such payment in connection with the purchase of excisable goods for the Club. The profit deriving from the sale of such goods shall after deduction of the cost of providing such goods for the benefit of the Club be applied to the provision of additional amenities or the purchase of property to be held in trust for the benefit of the Club.

(o) Proper accounts of all purchases and receipts shall be kept and presented at the annual General meeting in each year and such information as the secretary or auditors may require shall be furnished to enable any statutory return or statement and payment of excise or other duty or tax to be made.

23. Trustees

1 All land belonging to the Club or leased to the club shall be held in trust for the use and benefit of the club by Broxbourne Cruising Club Ltd (the Company).

2 The Company is wholly owned by the club through each full club member being required to be a member of the Company for the duration of their membership but not beyond that time. The company will not accept any other members.

3 Mooring fees will be paid direct to the Company by members and the Company shall be responsible for payment of loan repayments, rent, insurance and council tax.

4 If there should be any shortfall in the income of the Company to meet these obligations then the Club will make good up to but not exceeding the extent of it's own funds."

24 Meetings of the Club

An annual General meeting of the Club shall be held each year in the month of January on a date to be fixed by the committee. The secretary shall at least 14 days before the date of such meeting or of any General meeting as hereinafter mentioned post or deliver to each member notice thereof and of the business to be brought forward thereat.

No business except the passing of the accounts and the election of the officers, committee trustees and honorary auditors and any business that the committee may order to be inserted in the notice convening the meeting shall be discussed at such meeting unless notice thereof be given in writing by a member entitled to vote to the secretary at least 28 days before the date of the annual general meeting. At all General Meetings only the business notified in the agenda accompanying the notice shall be transacted. Amendments must be kept within the terms of the motion

No person shall be appointed or reappointed to committee at any general meeting unless at least 7 days prior notice has been given of the intention to propose that person entered onto the list on the club noticeboard:

The committee may at any time upon giving 21 days notice in writing, call a General meeting of the Club for any special business, the nature of which shall be stated in the summons convening the meeting, and the discussion at such meeting shall be confined to business stated in the notice sent to members.

The committee shall similarly call a General meeting upon a written request within 8 weeks of receiving addressed to the secretary signed by at least six members, or one-fifth of the membership whichever is the less, the discussion at such meeting shall be confined to business stated in the notice sent to members.

At every meeting of the Club the Commodore or in his absence a chair elected by those present shall preside.

Eight members entitled to vote and personally present shall form a quorum at any general meeting of the Club.

If a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the directors may determine.

Only full members shall vote at any meeting of the Club other members may attend but are not entitled to vote.

Voting shall be by show of hands, or a ballot where requested or by proxy.

In the case of any equality of votes the chair shall have a casting or second vote, on any matter other than the election of members of the committee.

On any resolution properly put to a meeting of the Club relating to the creation, repeal or amendment of the constitution of the Club such resolution will require a majority vote of at least 75% of those present (including proxys and remotely by internet) and entitled to vote to be passed. Paragraphs 22 (6e) and 25 may not be amended

25 If upon the winding up or dissolution of the Club there remains after the satisfaction of all debts and liabilities there remains any property whatsoever, the same shall not be paid to or distributed amongst the members of the Club but shall be given or transferred to some other institution or institutions having objects similar to the Club, such institution(s) to be determined by members of the Club by resolution passed at a general meeting at or before the time of dissolution and if and so far as effect cannot be given to such provision then to some waterway charitable object.

Byelaws (revised 25 Jan 2025)

- (A) Mooring fees are payable in advance to the Treasurer of the B.C.C. Annually on the first of January, or by 10 equal monthly standing order payments between February and November. The February payment should also include your full annual membership. Late payment of monthly mooring fees will result in this concession being withdrawn and all fees thereafter to be paid annually in advance. The Treasurer will bring to the attention of the Committee any member falling into arrears.
- (B) Boats allocated to hard mooring shall be charged at half the water mooring rate (unless a wet mooring has been paid for when there would be no further charge) Where a boat moored at the club has a trailer it may be parked free of charge.
- (C) Moorings may only be offered to full members with Craft Safety certificate and insurance A copy of the Insurance Cert, River License & Boat Safety Cert should be sent to the secretary.
- (D) All requests regarding moorings must be made in writing to the Mooring Master only Full, Family or Social members may apply for a mooring. If a mooring is offered to a social member then the balance of the full membership fee is to be paid before the mooring is taken up. Mooring fees must be paid before the Mooring is taken up. Mooring will normally be allocated in chronological order but the Mooring Master and Committee will consider the best interests of the Club as a whole.
- (E) Members are required to keep the mooring site they are allocated for their craft in a safe and tidy condition at all times. Trailer owners shall keep their allocated trailer storage site tidy.
- (F) No member may moor more than one craft at the Club. A member cannot assign a mooring to any purchaser of any craft. Any special arrangements must be agreed with the Mooring Master.
- (G) Breasted ups or double mooring will only be allowed in exceptional circumstances and with the specific permission of the Mooring Master.
- (H) Any member proposing to moor a boat of a different length on his allocated mooring must first obtain the approval of the Mooring Master.
- (I) No boat may occupy any mooring other than its permanently allocated site without the authority of the mooring Master.
- (J) If the committee considers that it is in the best interests of the club as a whole they may request members to change, adjust or surrender their mooring sites.
- (K) The Committee may challenge, at the end of the season, the continued occupation of any water mooring by any boat that is unused. unmaintained or in danger of becoming derelict.
- (L) The Committee may request and/or authorise the moving or the removal of any boat at any time in the Interests of the Club, especially if all reasonable requests to the owner fail to obtain the required compliance with these rules.
- (M) Any disagreement with a decision of the Mooring Master may be appealed to the committee of the B.C.C. whose decision will be final.
- (N) All boats occupying Club moorings must be insured against third party risks and have a current Boat Safety certificate. No liability for any personal loss or damage to the property of any member shall accrue to the Club. A copy of the Insurance Cert, & Boat Safety Cert must be sent to the secretary on renewal.
- (O) All Members owning craft shall visibly display a valid CRT River Licence or Canal license on their craft. A copy of the River/Canal License must be sent to the secretary on renewal.
- (P) No boats or trailers may be left in the car park without the permission of a responsible Club officer.
- (Q) Intended removal of boats, trailers or engines must first be reported to the mooring Master.
- (R) Erection modification or moving of mooring staging may only be carried out if authorised by the committee permission will not normally be given for a platform more than 4x5m in area. Mooring stagings are to be left clear, nothing is to be stored or left on them. Personal items such as barbeques, canoes, bikes can be kept on their decking or areas next to their moorings, but preferably hidden away in storage boxes of the plastic type with dimensions no larger than Height 750mm, Length 1450mm, Depth 650mm, or as approved by the committee. Wood/coal/gas for stoves must be

kept in allocated areas as agreed by the committee. All items must be left in a tidy safe and secure manner and BCC must not be used for storage of items not related to boating. Any new decking or other construction is to be approved by the committee. With the exception of the House and Grounds manager washing should not be hung to dry onshore. Moorings are reallocated from time to time and members must be prepared to either leave their structures or dismantle and move them if their mooring changes.

(S) All gates are to be left shut and locked at all times unless a club event requires otherwise.

(T) No cars are to be left on Moorings Path or turning areas, please remove all vehicles to the car parks after unloading.

(U) Members to take all their rubbish away from site.

(V) No dogs are permitted within the club house and any dog fouling the club grounds is to be collected and disposed of by their owner. All dogs must be kept on a lead at all times when in the club ground or moorings.

(W) With the exception of the house and grounds manager it is not permitted and contravenes our planning consent to use your boat or any part of BCC as your main or only residence.

(X)(i) If your boat needs major external works or major works to complete its periodic overhaul, then this should be done by having the boat firstly taken from the water and deposited onto a trailer or stand in a designated area of the club, where such works, like antifouling, to the underside of the hull can be done away from the river.

(X)(ii) If your boat is too large to be removed from the water. Proposals for work involving noise, danger/damage or dust/spray etc such as grinding and application of heat i.e. welding, should be submitted to the committee for approval and only after discussion with your neighbours. Please include a plan as to how unacceptable disturbance will be avoided and also a simple risk assessment. In respect of grinding or hot work confirmation that your insurers are aware and that you have read understood and will follow any stipulations from them or the club's insurers.

(X)(iii) Other minor jobs above the waterline such as paint work jobs including sanding or interior work can be done while still on the water.

The timing of any noisy work should be agreed with your neighbours and if you are unable to reach amicable agreement refer to the committee to adjudicate. For guidance we would suggest that :

During the Summer period

Saturday & Sunday during the hours between 10 am and 2 pm

Weekdays (except Bank holidays) between 10 am and 6pm

During the winter period works may be carried out on boats almost at anytime during the week and also weekends as long as it does not disturb other members nearby who are spending leisure time on their boats.

(Y) Club tools and machinery.

Please return all used tools back to where they were taken from after each use in a complete and clean condition- If a tool goes missing and you are the last one to have used it you may be liable for its replacement. Report any damage or missing parts to a committee member.

GENERAL

All persons applying for or renewing membership of the Broxbourne Cruising Club shall be deemed to have read and accepted the constitution and Byelaws. Any member in contravention hereof shall be referred to the Committee of the Broxbourne Cruising Club for any other action that may be necessary.

Every member of the club undertakes to do all in his or her power to further the objects of the Club and at all times to keep the following injunctions in mind-

Always act in a friendly and courteous manner to all members and visitors.

Always to abstain from discussion which might produce bad feeling, quarrels, disputes, proliferation of rumours or other lack of harmony among members.

Always take his or her fair share, whether requested or not in any work or routine duty carried out for the club. Respond to Whats App or other requests from committee.

Always to keep his or her boat in as good a condition as possible and to be ready and keen to take a full part in all Club activities including attending Friday night bar evening, socials, cruises and especially working parties.

MOORING CONDITIONS (revised October 2020)

Allocation of mooring is in accordance with byelaw D. The maximum length of boat which will be permitted for new members is 40 feet. After 5 years membership an application can be made for a longer mooring (as always subject to availability). In no circumstances will more than 5 moorings (excluding the house and grounds manager's boat and visiting boats) of greater length than 50' be permitted.

Visitor moorings when available will be short term only. Members of clubs belonging to the Association of waterways Cruising Clubs and which offer reciprocal arrangements will be allowed up to 14 days free of charge, otherwise visitor rates will be as set from time to time by the committee. For avoidance of doubt visitors will be regarded as temporary social members.

If the member is granted a mooring it will be subject to the following terms and conditions;

The BCC grants the right to moor the boat at its moorings subject to the member complying with all the club rules and byelaws and in particular paying in a timely manner all fees, licence monies and subscriptions due. The member agrees to take out all CRT licence renewals through the club in a timely manner and to indemnify the BCC against any action by CRT or any other party which may be caused by the member's failure to licence or to properly maintain the boat.

In the case of non-payment in excess of 28 days the BCC shall be entitled to take possession of the boat until the fees are paid. In the case of non-payment in excess of three months the BCC shall have the right to obtain or dispose of that vessel in any such manner as the Committee think fit (including sale, removal, storage or breaking-up) and to retain from any proceeds of sale realised, all unpaid mooring fees as aforesaid and shall account to the member for any surplus proceeds after the deduction of all legitimate expenses. In the event of any proceeds being insufficient, the member shall remain liable for payment of the balance of the debt and any legitimate expenses incurred. Such right of storage, sale or disposal shall not be exercised until the expiry of not less than one month notice in writing to exercise the same, being given by the Committee to the member. Such notice shall be sufficiently served if sent by the Secretary on the instructions of the Committee by recorded delivery or ordinary pre-paid post to the member at his address as stated in the member's application or such other addresses as shall subsequently have been notified in writing by the member to the Secretary.

The member agrees to give at least one months' written notice of intention to leave the club, such notice ending at the end of a calendar month. Mooring fees shall be payable up to the end of the notice period or until the boat is removed from the moorings and all keys returned whichever is later.

When carrying out work please note the following conditions on our insurance, if you use club tool it is your responsibility to ensure that you have been fully trained and exercise appropriate health and safety measures.

Burning of Debris

It is a condition of Section 2 that in respect of the burning of debris away from the premises of the Policyholder the following precautions are taken on each occasion:

- A) Fires to be in a cleared area and at a distance of at least nine metres from any property.
- B) Fires not to be left unattended at any time.
- C) A suitable fire extinguisher to be kept available for immediate use.
- D) Fires to be extinguished at least one hour prior to leaving the site at the end of each working day.

Heat Application Condition

In respect of Section 2 it is a condition precedent to liability that the following precautions are complied with on each occasion there is application of heat involving a naked flame open heat source or hot air paint strippers grinding wheels angle grinders disc cutters or gas space heaters away from the Policyholder's premises:

- A) The area of the work will be cleared of combustible material for a safe distance from or beneath the place where such work is being carried out a safe distance shall not be less than fifteen metres when welding or cutting operations are carried out. Where such precautions are impracticable such material will be covered with non-combustible blankets or screens combustible parts of premises will be similarly protected.
- B) At least one fire extinguisher of a type and capacity suitable for the combustible material and the premises will be kept immediately adjacent to the area of work in full working order and available for immediate use.

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- C) Equipment will be lit as short a time as possible before use and extinguished immediately after use.
- D) Equipment which is lit or switched-on will not be left unattended.
- E) A thorough examination for any signs of combustion will be made within or below the area in which work has been undertaken half an hour after the termination of each period of work

Underground Services

The indemnity provided by Section 2

- A) will not apply to legal liability in respect of loss of or damage to underground services unless reference is made to the relevant authorities before work commences in order to establish the location of all underground services traversing the site except where this is not possible when carrying out emergency work.
- B) is subject to a Policyholder's contribution in respect of loss of or damage to underground services of £1000 each and every event.