

Lydney Yacht Club By-Laws And Regulations

This document lists the by-laws currently in force within Lydney Yacht Club. By-laws may have the following status:

- Proposed - A by-law that has been proposed to committee but not yet passed.
- Authorised - A by-law passed by committee
- Ratified - A by-law that has been passed by committee and ratified by the membership in general meeting
- Withdrawal Authorised - A previously ratified by-law being withdrawn by committee
- Withdrawal Ratified - A withdrawn by-law that has been ratified by the membership in general meeting

1. Club Management & Committee

Ref	Description	Status	Meeting	Effective Date
1.1	Voting procedures			
1.2	Committee Spending Limits	Authorised	MC-08/09-03	19 December 2008

2. Membership

Ref	Description	Status	Meeting	Effective Date
2.1	Child Protection Policy	Authorised	MC-08/09-05	20 Feb 2009
2.2	Members Benefits and Responsibilities	Authorised	MC-08/09-05	20 Feb 2009

3. Clubhouse and Compound

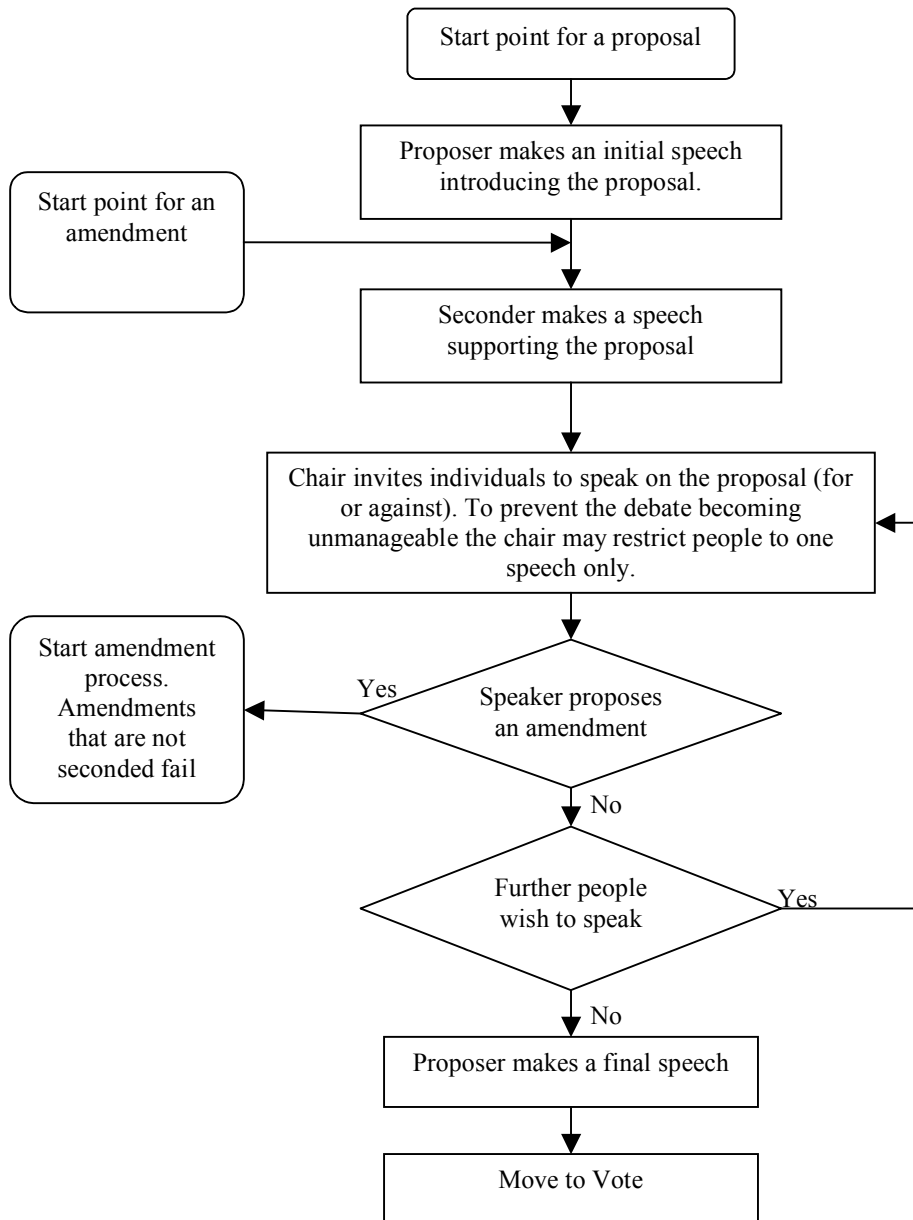
Ref	Description	Status	Meeting	Effective Date
3.1	Use of Electrical Power	Authorised	MC-08/09-05	20 Feb 2009

4. Sailing

Ref	Description	Status	Meeting	Effective Date
4.1	Lydney Racing Rules	Authorised	MC-08/09-05	20 Feb 2009
4.2	Dinghy Sailing Rules	Authorised	MC-08/09-05	20 Feb 2009
4.3	Cruiser Racing Rules	Authorised	MC-08/09-05	20 Feb 2009
4.4	Cruising Recommendations	Authorised	MC-08/09-05	20 Feb 2009
4.5	Regulations for Use of Slipway	Authorised	MC-08/09-05	20 Feb 2009

1.1 Voting Procedures

The following diagram explains the procedure that will be followed during debates during club meetings. The procedure will allow a fair hearing of all sides of the argument and enables amendments to be made to a proposal.



Notes:

1. In a general meeting a proposal from the committee need not be seconded.
2. When an amendment is proposed to a substantive proposal already being discussed, the vote on the amendment changes the text of the substantive proposal which may then be further debated, amended and finally voted on.

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Authorised	MC-08/09-05	20 Feb 2009
Ratified		

1.2 Committee Spending Limits

In pursuance of their duties, members of the committee may commit the club to expenditure within the following limits of authority:

- Up to £50 Approval by the treasurer.
- £50 to £100 Approval by the treasurer and one other officer of the club.
- Over £100 Approval by committee.

All cheques written from Club Accounts will require 2 authorising signatures.

	<u>Meeting</u>	<u>Date</u>
Authorised	MC-08/09-03	19 Dec 2008
Ratified		

2.1 Child Protection Policy

As defined in the Children Act 1989, for the purposes of this policy anyone under the age of 18 should be considered as a child. The policy also applies to vulnerable adults.

It is the policy of the Lydney Yacht Club to safeguard children and young people taking part in boating from physical, sexual or emotional harm. The club will take all reasonable steps to ensure that children participating in club activities do so in a safe environment.

We recognise that the safety and welfare of the child is paramount and that all children, whatever their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status or sexual identity, have a right to protection from abuse.

The club actively seeks to:

Create a safe and welcoming environment, both on and off the water, where children can have fun and develop their skills and confidence.

Recognise that safeguarding children is the responsibility of everyone, not just those who work with children.

Ensure that club-organised training and events are run to the highest possible safety standards.

Be prepared to review its ways of working to incorporate best practice.

We will:

Treat all children with respect and celebrate their achievements.

Carefully recruit and select all employees, contractors and volunteers.

Respond swiftly and appropriately to all complaints and concerns about poor practice or suspected or actual child abuse.

This policy relates to all employees, contractors and volunteers who work with children or vulnerable adults in the course of their club duties. It will be kept under periodic review. All relevant concerns, allegations, complaints and their outcome should be notified to the club Child Protection Officer.

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2.2 Members Benefits and Responsibilities

Membership of Lydney Yacht Club provides members with a number of benefits and involves members accepting a number of responsibilities.

Benefits

Dinghy Hire.

The club boats available for hire are to be booked through the Sailing Secretary. They may be used for training, racing or cruising.

Boat Storage

Members may store boat in the club compound. The cost of storage is set during the AGM each year. Short term storage can be arranged with the Sailing Secretary

Equipment Storage

Members may make use of limited shared storage areas for storing sailing equipment. The storage of explosive, flammable or other potentially hazardous items is not permitted, e.g. Gas canisters, petrol cans, batteries...

Responsibilities

General Responsibilities

- a) All boats stored at the club or participating in a club event shall have third party insurance to the value of at least £2 million. Any committee member may ask to see the certificate of insurance.
- b) All vehicles entering the club compound must be maintained in a road legal condition.
- c) Members parking vehicles in the compound should do so with due consideration for other members. If asked by a member of committee to move their vehicle members should do so immediately. Members leaving their vehicle for an extended period should ensure that they do not block other vehicles or boats.
- d) Any member manoeuvring a vehicle within the compound is to have third party insurance suitable for the purpose.
- e) Any member discovering something that might endanger either person or property must report it to a committee member without delay.

Duties

Members are required to carry out sailing duties (OOD, Safety boat helm and crew). If a member is unable to attend their specified duties they are responsible for finding a suitable replacement.

Members are also asked to participate in work parties arranged to maintain the club house and compound

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3.1 Use of Electrical Power

Within the Club Compound

The following restrictions apply to the use of electrical power within the compound.

- a) When using trailing cables members should take all appropriate precautions to avoid creating trip hazards.
- b) Members should be aware of the hazards of using power tools, especially when there are children in and around the compound.
- c) No live electrical cables should be left unattended.
- d) It is expected that members who make extensive or long term use of club electricity will make an appropriate donation to the club.

Dockside Power

Use of electrical power at the dockside is restricted by the health and safety policies of the Environment Agency and club rules are designed to comply with those policies.

- a) Members must seek permission in writing from the committee to use the club electrical supply beyond the perimeter of the compound. The committee may impose additional restriction on a case by case basis.
- b) Any electrical supply beyond the perimeter of the compound must be stepped down to 110V.
- c) Any cables crossing pathways should be covered by an appropriate cover to prevent a trip hazard.
- d) No live electrical cables should be left unattended.

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4.1 Dinghy Racing Rules

Preparation

Duty Officers should be at the club one hour before the start and conduct their duties in accordance with the instructions laid down and amended from time to time by the committee.

Half hour signal denotes Safety Boat to be launched. All boats must be afloat by the 5 minute signal (applied at the OODs discretion).

Boats must not block the end of the slipway in order to rig, or any other reason.

Starting

The starting sequence of signals are defined in the OODs instructions as approved by the committee.

Boats must leave the start/finish buoy to port and cross the transit line between the flag pole and the transit pole before turning to complete the remainder of the course.

Racing

Racing will be conducted in accordance with the current RYA rules. The 360 turn penalty applies for touching a mark (Rule 31).

Due to the tidal waters on which Lydney races are conducted it is likely that boats will from time to time pass a racing mark on the wrong side. Helms should be careful to follow Rule 28 in the ISAF Racing Rules of Sailing and complete the set course.

Unless explicitly stated by the OOD, all racing marks shall be left to port.

The following are a guide to the Racing Rules of Sailing and are by no means a complete copy of them. They should, however, be sufficient for most situations whilst racing at Lydney.

ON OPPOSITE TACKS.

When boats are on opposite tacks, a PORT tack shall keep clear of a STARBOARD tack boat.

ON THE SAME TACK, OVERLAPPED.

When boats are on the same tack and overlapped, a windward boat shall keep clear of a leeward boat.

ON THE SAME TACK, NOT OVERLAPPED.

When boats are on the same tack and not overlapped, a boat clear astern shall keep clear of a boat clear ahead. When two boats are meeting a windward boat will keep clear of a leeward boat.

WHILE TACKING

After a boat passes head to wind, she shall keep clear of other boats until she is on a close-hauled course.

AT A MARK. GIVING ROOM; KEEPING CLEAR.

When boats are overlapped before one of them reaches the two-length zone (two boat lengths from the mark), if the outside boat has right of way she shall give the inside boat room to pass the mark, or if the inside boat has right of way the outside boat shall keep clear. If they are still overlapped when one of them reaches the two length zone, the outside boat's obligation continues even if the overlap is broken later.

If a boat is clear ahead when she reaches the two-length zone, the boat clear astern shall keep clear even if an overlap is established later.

If there is reasonable doubt that a boat established or broke an overlap in time, it shall be presumed that she did not.

ROOM TO TACK AT AN OBSTRUCTION.

When safety requires a close hauled boat to make a substantial course change to avoid an obstruction and she intends to tack, but cannot tack and avoid another boat on the same tack, she shall hail for room to do so. The hailed boat shall either

Tack as soon as possible or

Immediately reply 'You tack' in which case the hailing boat shall immediately tack and the hailed boat shall give room.

Finishing

Boats must leave the start/finish buoy to port and cross the transit line between the flag pole and the transit pole.

Points system

- a) Handicaps are calculated using Portsmouth Yardsticks.
- a) First boat = $\frac{3}{4}$ point, second boat = 2 points, third boat = 3 points etc.
- b) Retirement = number of starters.
- c) Disqualification = number of boats in series + 2 points.
- d) Not sailed = number of boats in series + 4 points.
- e) In the event of a tie, the best discard race is to count.
- f) OOD and safety boat crew = 3 points for duty on a race day.
- g) Any member forgoing a race to take out a new or prospective member = 3 points. Allowed once per series.
- h) Not being present for duty or not finding a replacement = number of participants for the series + 66 points.
- i) Two boats constitute a race for points.

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- j) If only one boat attends to race and the OOD deems racing to be possible, then the boat will be awarded 2 points.
- k) If the OOD deems racing not to be possible for any reason, all boats available to race at the official start time will receive 3 points.

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4.2 Dinghy Sailing Rules

The following sailing rules must be complied by all dinghies when participating in club events.

- The skipper of each craft is responsible for observing safety precautions.
- All dinghies should have adequate buoyancy.
- Life jackets or buoyancy aids with attached whistles must be worn.
- Paddles (or oars) and bailers must be carried and attached to the hull.
- Suitable flares must be carried and only used if assistance is required.
- A lone dinghy must carry a means of communicating with the shore.
- All dinghies whether racing or not, must sign the race sheet when racing is being carried out. Dinghies not racing should put their details on the bottom of the sheet separate from the racing dinghies. The OOD should notify the safety boat helm of all the dinghies on the water.
- No one under the age of 14 years may act as skipper of a craft.
- Club Officers, Sailing Secretary, Safety Officer or Officer of the Day may prevent racing if prevailing or forecast conditions or craft are considered unsafe.
- A certificate of third party insurance must be held for all craft.
- Adequate protective clothing appropriate for seasonal or forecast conditions should be worn.

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4.3 Cruiser Racing Rules

Duty Officers should be at the club one hour before the start and conduct their duties in accordance with the instructions laid down and amended from time to time by the committee.

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4.4 Cruising Recommendations

A minimum standard of equipment should be carried by craft participating in a club cruise. The skipper of a craft is responsible for ensuring sufficient equipment and supplies are carried to cope with the likely conditions and emergencies that might be encountered. The following list of equipment is an excerpt from RYA publications:-

- Auxiliary means of power including an engine – capable of being started by hand or with a dedicated battery or oars or paddles.
- Life jackets one per crew member.
- Safety harness – one per crew member.
- Life buoy with light and drogue.
- Distress flares.
- Two anchors and warps, strong foredeck cleat.
- Fire extinguisher.
- Bilge pump and bucket.
- Compass – steering and hand bearing types.
- Foghorn.
- Navigation lights.
- Charts and tide tables.
- Radar reflector.
- Torch.
- First aid kit and space blanket.
- Radio receiver for weather bulletins.
- VHF radio.
- Echo sounder or a lead line.
- Timepiece and barometer.
- Tools for engines and spares.
- GPS navigator.
- Inflatable or rigid tender with fixed buoyancy which should not overloaded.
- Life jackets or buoyancy aids should be worn as appropriate

Skippers should carry out a full briefing of their crew in accordance with the RYA recommendations (RYA Code G43)

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4.5 Regulations for Use of Slipway

1. The slipway may only be used by members of Lydney Yacht Club and other authorised bodies except in the case of an emergency.
2. Members of the public may use the slipway for launch and retrieval of craft on the payment of a fee of five pounds.
3. Members of the Club may use the slipway and leaning posts to carry out essential repair or maintenance work for a period of one week without charge, thereafter a charge of one pound per day shall be levied for a short extension period to be agreed by the Club Officers beyond which the charge shall be five pounds per day.
4. The Vice Commodore is responsible for controlling the use of the slipway and no member may use the slipway for boat repair work without his agreement.

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