

Rules of ELY SAILING CLUB

(As amended 2017)

1. Name

The name of the club is ELY SAILING CLUB

2. Main Purpose

The main purposes of Club are to provide facilities for and promote participation in the amateur sport of dinghy sailing in Ely, Cambridgeshire.

3. Burgee

The Club Burgee shall represent in design and colour the coat of arms of the Dean and Chapter of Ely Cathedral. (Three gold keys on a red background)

4. Constitution

(a) The Club shall consist of the following:-

Flag officers - Commodore, Vice Commodore and Rear Commodore.

Officers - Honorary Secretary, Honorary Treasurer and an unlimited number of members.

(b) The Flag Officers, Committee Members, Honorary Secretary, Honorary Treasurer Membership secretary and Auditor shall be elected annually at the Annual General Meeting (AGM). The Officers shall retire annually at the AGM but shall be eligible for re-election. Flag Officers shall not serve in the same rank for more than two consecutive years. Members must have served at least one year on the Committee before election to Flag rank.

(c) Flag Officers are eligible to hold any additional office in the Club.

(d) No candidate for any office including membership of the Committee, other than retiring Officers shall be proposed unless the name of such a candidate and that of his/her proposer shall have been sent to the Honorary Secretary before the 31st day of October prior to the AGM together with a signed statement of his/her willingness to stand for election.

(e) The Committee may nominate candidates for office, including membership of the Committee until seven days prior to the AGM.

5. Management

(a) The Club shall be managed by a Committee of six elected members and the Flag Officers, the Honorary Secretary and the Honorary Treasurer who shall be ex officio members of the Committee. With the exception of any rule alteration(s) which will be subject to any direction(s) from a general meeting.

(b) One half of the six elected members of the Committee shall retire by rotation at the AGM but shall be eligible for re-election.

(c) No member of the Committee shall be eligible for re-election at an AGM who had not attended at least half of the summoned Meetings held by such a Committee during the past year, unless in the opinion of the outgoing Committee there appears to be reasonable cause for such members' non attendance.

(d) Only members of the Committee over the age of 18 may take decisions relating to the purchase and supply of alcohol.

(e) Five (inclusive of a Flag Officer) to form a quorum at any Committee meeting.

(f) The Committee may appoint sub-committees provided that:-

i. The duration of the sub-committee shall not exceed the term of office of the Committee.

ii. A sub-committee shall include at least one member of the Committee.

iii. The Committee member (or one designated member) shall be responsible for reporting the proceedings of the sub-committee to the Committee.

iv. Three to form a quorum at any sub-committee meeting.

6. Club Property

- (a) The Club shall be entitled to buy, lease and sell or otherwise deal with real and leasehold property which shall be purchased, leased and sold or otherwise dealt with in pursuance of a resolution of the members of the Committee having a clear two thirds majority of the Committee members present voting on the said resolution and such property shall be vested in four members of the Club as Trustees for the Club upon the trusts set out in the Deed of Declaration of Trust made by the Trustees to be prepared and entered into before any transaction shall have been completed.
- (b) The Trustees of such property shall be elected by the Club at a General Meeting and every vacancy among the Trustees shall be filled at the next suitable General Meeting. No member shall be elected as a Trustee without his/her consent previously being obtained in writing, and on his/her appointment each Trustee shall sign the necessary legal document as evidence of such an appointment. No person shall be at the same time a Trustee and Secretary or Treasurer of the Club. Any Trustee may be removed from office by resolution passed by a majority of members present and voting thereon at a General Meeting. Unless so removed every Trustee shall hold office until he/she resigns or ceases to be a member of the Club and has signed the necessary legal document witnessing his/her resignation and appointing a successor.
- (c) All surplus income or profit are re-invested in the club. No surpluses or assets will be distributed to members or third parties.
- (d) Dissolution of the club, any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

7. Committee Meetings

Committee Meetings shall be held as often as found necessary and may be convened by the secretary at the request of a Flag Officer, or by three members of the Committee on seven days notice. The Chairman shall be the Senior Flag Officer present.

8. Annual General Meetings

- (a) The date of the AGM shall be at such a time as shall be agreed by the Committee for a date between the end of the sailing season and the end of the calendar year, with four weeks written notice of the date (and the closing date for nominations and propositions to be in the hands of the Honorary Secretary) being posted o r e m a i l l e d to all members. To elect Officers and members to fill the vacancies of the Committee, to receive a report and the Audited Statement of Accounts, consider any resolutions and set subscriptions for the following year.
- (b) The Honorary Secretary shall give twenty eight days notice and details of the Agenda, in writing, to every member entitled to attend and vote.
- (c) The quorum at the AGM shall be fifteen and in the event of no quorum being present the meeting will stand adjourned for seven days.
- (d) All, bonafide, members present shall be entitled to a vote at a General Meeting. For these purposes a block membership is classed as one vote, a couple is classed as two votes and a family as four votes providing members are over the age of 16 years.

9. A Special General Meeting

A Special General Meeting may be called on the requisition of the Committee, or by any five members, including one Flag Officer, and shall be held within one month of the receipt of the requisition by the Honorary Secretary. The procedure for the calling of a Special General Meeting shall be as for the AGM and the quorum shall be the same, save that in the event of no quorum being present, the meeting will have to be re-convened by the Honorary Secretary with the proper length of notice being given.

10. Members

- (a) Membership of the club shall be open to anyone interested in the sport of sailing on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- (b) Membership categories: Individual Sailing, Sailing Couple, Family, Sailing Adult with Crew (entitling the named member to bring unnamed non-members to crew for them, one per occasion), Sailing Cadet (6 – 16 years) plus Social Adult, Youth (17-21years), Social Adult and an Associate being a bonafide sailing member of another Sailing Club affiliated to the RYA.
- (c) New applicants shall be granted membership following receipt of the application form and appropriate fee.
- (d) The Honorary Membership Secretary shall notify new members by letter, drawing attention to the Club Rules and By-laws as exhibited in the Clubhouse. An up to date Roll of Members shall also be maintained in the Clubhouse.
- (e) Members shall be expected to carry out at least two duties each year, with exemptions to be granted at the committee's discretion.
- (f) The payment of the appropriate subscription fee is the member's distinct acknowledgement that they are bound by the Rules and By-laws of the Club and any alterations therein which may from time to time be made and are subject to the restrictions imposed and the penalties therein provided.
- (g) An expelled member cannot reapply for membership for a period of 12 months following their expulsion.
- (h) The Committee shall have the power to create block memberships for various organisations at their discretion. All such persons admitted to membership under this provision shall be individually bound to the rules as otherwise herein mentioned.
- (i) Cadet members (over the age of six but under the age of sixteen years) will have the rights granted to them and be subject to restrictions and payment of subscriptions in accordance with resolutions made by the Committee from time to time.
- (j) Persons participate in any of the Club's Training Courses will become members before the course commences, on payment of the Training Fees.
- (k) No one may be admitted to membership or be admitted as a candidate for membership to any of the privileges of the membership without an interval of at least two days between their becoming members and their admission to the Club.

11. Subscriptions

- (a) The annual subscriptions and other charges shall be fixed at the AGM and shall apply from 1st January of the following year.
- (b) The Club subscription year runs from the 1st January to 31st December each year. Members joining after 30th June are entitled to a fifty percent reduction in that year.
- (c) Any member who is out of the British Isles for 12 months (1st January to 31st December) shall be excused the payment for that year or years.
- (d) A cadet member in full time education after the age of 16 may at the Committees discretion, (continue to) pay cadet membership fee.
- (e) Any member who, after due warning has not paid their subscription by the 31st March shall be deemed to have resigned from the Club and will not be entitled to the privileges of membership.

12. Resignation of Members

Any member who wishes to resign must do so in writing to the Honorary Membership Secretary who will remove their name from the roll of members.

13. Expulsion of Members

The Committee can cancel membership in order to maintain the best interests of the sport and the good conduct and interests of the club. The process for this will be dealt with at Committee meetings at which a two thirds of those eligible to vote must agree on the course of action to take. The person concerned will be notified in writing by the Honorary Secretary.

14. Appeal process in the event of refusal or expulsion from membership

An appeal shall be made in writing within seven days of the notification. It shall be heard by the Flag Officers and Trustees before the next Committee meeting. A two thirds majority is required namely 5 out of 7 on the action to take. This decision will be final and binding. A person so expelled shall forfeit all right to claim against the Club and its property.

15. Honorary Members

The Committee may recommend for election at a general meeting any person to be an Honorary Member of the Club on an annual basis who shall not be liable to pay an annual fee or subscription but shall enjoy all the privileges of membership but will not be eligible to vote at the general meeting of the Club.

16. Life Members

The Committee may recommend for election at a general meeting any Club member to be a Life Member in recognition of their service to the Club. They will not be liable to pay an annual fee or subscription but shall enjoy all the privileges of membership including voting at the general meeting of the Club.

17. Guests

Members may introduce guests into the Club for whom they are personally responsible under the following conditions:

- (a) They are accompanied by the member introducing them.
- (b) The same individual shall only be introduced on no more than three days in any one year.
- (c) No person which has been expelled membership shall be permitted as a guest for at least 12 months
- (d) A Member introducing a guest shall record their details in the book kept in the Club house.

18. Visitors

All members of other Yacht or Sailing Clubs affiliated to the RYA together with their bona fide supporters and Officials, participating in, or attending, pre arranged races, regattas, social functions, meetings or other activities connected with sailing at the Club premises shall become Affiliated Guests of the Club for the day or day's on which such events are held and shall be entitled to use the Club's facilities.

19. Refreshment Bar

- (a) The Refreshment Bar shall be under the control of the Committee and the purchase and supply of alcohol by the Club shall be managed on behalf of the Committee by a Bar Sub-Committee which shall be made up of at least three members of the Committee over the age of 18 years.
- (b) No arrangements may be made for any person(s) to receive, at the expense of the Club, commission, percentage or similar payment with relation to the purchase and supply of alcohol by the Club, or receive directly or indirectly any pecuniary benefit from its supply other than that which accrues to the Club as a whole.
- (c) Intoxicating liquor shall be supplied in accordance with the terms of our alcohol licence.
- (d) Any Member of the Club shall be eligible to use the Refreshment Bar.
- (e) Each Member shall have the privilege of introducing two friends per day as visitors to the Refreshment Bar (subject to the general provisions as to guests contained in Rule 17 above).

- (f) The permitted hours for the supply of intoxicating liquor at the Refreshment Bar shall be as from time to time decided by the Committee and made effective by application and notice given to the Local Authority Licensing Officer under the provisions of the Licensing Act 2003. Such times of opening shall be posted in the Clubhouse.
- (g) The Committee may arrange functions in the Clubhouse on behalf of such members or organisations as they may approve.

20. Opening and Closing Club Premises

The Club premises shall be opened and closed at such hours as the Committee may from time to time appoint, taking account of the requirements of the opening of the Refreshment Bar in accordance with Rule 19 above.

21. Accounts

The accounts shall be scrutinised annually and shall be made up to the 31st October of each year.

22. Bylaws

The Committee shall from time to time make such Bylaws as they deem necessary for the welfare of the Club and the comfort of the Members. Such Bylaws shall be binding on the members as if they were embodied in the Rules, provided such Bylaws shall be submitted to the next AGM for confirmation, amendment or rejection.

23. Alterations of Rules

No Rules of the Club shall be altered except at the AGM. Notice of any proposed alteration shall be given in writing to the Honorary Secretary before 31st October prior to the AGM. Any such alteration shall require a clear two-thirds majority of members present and voting on any such resolutions. Copies of the amended rules must be deposited with the Local Authority Licensing Office.

01 December 2017