

KILLYLEAGH YACHT CLUB RULE BOOK (Amended November 2021)

1 NAME

The club shall be called “The Killyleagh Yacht Club”. All Club premises shall be situated at Cuan Beach Killyleagh and at Fairy Lodge Shore Road Killyleagh.

2 OBJECT

The club is formed to promote and facilitate the sport of yachting, indoor bowling, table tennis and other Club activities of a suitable nature. The Club is a non-profit making organisation. All profits and surpluses will be used to maintain and improve the Club facilities. No profit or surplus will be distributed.

3 MEMBERSHIP

Any person of either sex, whether the owner of a yacht or boat or not, is eligible as a candidate for membership.

4 APPLICATION FOR MEMBERSHIP

A candidate for membership shall send to the Honorary Membership secretary a membership proposal form setting out his or her name, address or other particulars which the General Committee shall require and bearing the signatures of two ordinary members in support as proposer and seconder. The said form shall be prominently displayed in the Club premises for at least 7 days before the election takes place. An interval of not less than 14 days shall elapse between the nomination and election of members. Persons who are candidates for membership have no privileges whatsoever in relation to the use of the Club or its premises.

Boat owner applications will only be considered in the months April, May and June.

Boat Owner candidates will be selected by type of boat in the order

- i. Sailing Boat
- ii. Displacement Motor Cruiser
- iii. RIB
- iv. Speed Boat

Other

5 ELECTION

The candidate’s name shall be submitted to the General Committee and on a vote being taken, a simple majority of those present will be necessary for election to membership.

6 RESIGNATIONS

- (a) Any member who desires to resign from the Club shall notify his intention to the Hon Secretary in writing before the end of the current year otherwise he/she shall be liable for the next year's subscription.
- (b) A boat owner intending to change or acquire a boat must inform the Club committee prior to doing so and have its agreement as to the category of boat which is to be introduced to the club. If a boat is introduced without the knowledge and approval of the General Committee the member will be deemed to have resigned his/her membership.

7 EXPULSIONS

Every member, on joining the Club, undertakes to comply with these rules and any refusal or neglect to do so, or any conduct which in the opinion of the General Committee is either unworthy of a member or otherwise injurious to the interests of the club shall render a member liable to expulsion or suspension by the General Committee, provided that before expelling a member the General Committee shall call upon him/her for an explanation of his/her conduct and shall give him/her an opportunity of defending himself/herself or resigning his/her membership. The vote on a resolution for expulsion shall be by ballot and the resolution shall only be carried if not less than three-quarters of the General Committee present vote in favour of the resolution.

8 ENTRANCE FEE

There shall be an entrance fee of such a sum as the Annual General Meeting may from time to time prescribe.

Current members who wish to up-grade to Boat Owner membership shall not pay an Entrance fee provided they have 5 years' continuous membership.

Junior and 18/25 Members who up-grade shall not pay an Entrance fee.

Current members wishing to up-grade to Boat Owner who have less than 5 years' continuous membership shall pay an Entrance fee of 50% of the current subscription.

9 MEMBERSHIP CLASSES

Membership classes shall consist of:

- **Ordinary Members**
 - i. Boat Owner Members
 - ii. Crew Members
 - iii. Boat Owner OAP Members (suitably qualified)
 - iv. OAP Members (Suitably Qualified)
 - v. Life Members

- **Junior Members**
- **Age 18 to 25 Members**
- **Social Members**
- **Honorary Members**
- **Honorary Life Members**

Ordinary Members, over the age of 18, comprise of Life Members, Boat Owners, OAPs (suitably qualified) and Crew. Ordinary Members ONLY may exercise voting rights.

Pensioner Members. Any member (Ordinary or Social) paying a full subscription, may, on reaching pension age, apply for Pensioner status provided he/she has had 5 consecutive years' full membership immediately prior to the application.

Junior members aged under 18 and paying a reduced subscription.

18/25 Category paying a reduced subscription. These members may become Ordinary Members by paying a full subscription.

Social Members. This category and their partners are permitted to use the clubhouse for bowls and socializing but are not permitted to take part in any waterborne activity. The following conditions apply:

- Their number is limited to 10% of the total membership. Maximum is set at 30.
 - They will be nominated in the normal way.
 - Membership will apply to spouse or partner, as for other members.
 - They shall pay the entertainment levy as applied to other members.
 - The recommended annual fee will be decided at the AGM.
 - Participation in any waterborne activity, except at the invitation of a boat owner, (subject to the visitor rule), automatically invokes a change to another relevant class of membership or termination of Social Membership.
- a. Life Members. On payment of a fee equal to 20 times the current full boat owner subscription, an Ordinary member may, on the recommendation of the General Committee, be granted life membership.
 - b. Honorary Life Members. These are members who have been elected by the Annual General Meeting on the recommendation of the General Committee. The total of such members shall not at any time exceed 10.
 - c. Honorary Members. The partners and children under the age of 18 of ordinary members are automatically Honorary Members.

- d. The number of Juniors, 18/25, Honorary Members and Honorary Life Members shall not exceed 3 times the number of Ordinary Members.
- e. An alphabetical list of names and addresses of all members shall be kept on the premises at all times.

The General Committee, along with the Trustees, are empowered to appoint a suitable person or persons to act as patron(s) of the Club

10 SUBSCRIPTIONS

- (a) The annual subscription, payable on election to membership and on 1 April in each year, shall be as determined at the Annual General Meeting in March of each year.
- (b) A new member elected after 1 October in any year shall not, after having paid his first annual subscription, be required to pay any further subscription during the following calendar year.
- (c) A member whose subscription is not paid by the 30 April shall automatically cease to be a member of the club. Boats and equipment belonging to such persons may be impounded until outstanding debts are settled.
- (d) No member shall in any year be entitled to exercise any rights or privileges of membership until his/her subscription for that year is paid.
- (e) Intoxicating liquor shall not be supplied to any person, member or otherwise under the age of 18. Subject to the aforesaid, all members are entitled to the full amenities of the Clubhouse.
- (f) Racing points will not be awarded to boats whose owners or crew have not paid their subscription by the due date.
- (g) All members shall carry membership cards whilst on the premises of the Club.
- (h) All boats belonging to members of the Club shall carry 3rd party insurance while at moorings or on Club property.
- (i) An entertainment levy may be applied to all members at the AGM each year.
- (j) A charge for the use of Fairy Lodge boat park will be set at the AGM each year and must be paid by the due date.

11 OFFICERS

The Officers of the Club shall consist of a Commodore, a Vice Commodore, an Honorary Secretary, Honorary Membership Secretary, joint Honorary Treasurers, a Safety Officer, a Junior Affairs Officer, an Honorary Sailing Secretary, a Safeguarding Officer, and an Entertainment

Officer, all of whom shall be elected from the ordinary members at the Annual General Meeting in each year to hold office until the conclusion of the next Annual General Meeting.

Nominations for Officers and Committee Members must be received by the Honorary Secretary by 15 December preceding the AGM and must be properly proposed and seconded, with the nominee's agreement to serve on Committee if elected. The retiring officers shall be eligible for re-election.

12 GENERAL COMMITTEE

12 (a)

- (i) The General Committee shall not exceed 20 members, including the Officers of the Club, elected at the AGM, to hold office until the conclusion of the next AGM.
- (ii) If the total number of valid nominations (Officers of the Club and Committee members) is greater than 20, there shall be a ballot among those who are not officers of the club at the AGM.
- (iii) If more than one valid nomination is received for an Office of the Club, there shall be a ballot for that Office at the AGM.
- (iv) If the total number of valid nominations (Officers of the Club and Committee members) is equal to or less than 20, then all candidates shall be presented for election en bloc at the next AGM.
- (v) Valid nominations shall be as described in Rule 11.
- (vi) In the event of the ballot failing to determine the members of Committee because of an equality of votes, the candidate or candidates to be elected from those having an equal number of votes shall be determined by lot.
- (vii) The method of ballot shall be that determined by the Chairman and Honorary Secretary at the AGM.
- (viii) The number of non-ordinary members shall not exceed 20% of the total membership of the General Committee.

12 (b) When present, the Commodore shall act as Chairman of general meetings and committee meetings.

- (c) If a casual vacancy occurs by death or resignation or any other cause, the General Committee may co-opt a member to fill the vacancy.
- (d) The General Committee shall manage the affairs of the Club according to the rules, and shall meet at least once per month to transact the business of the Club. No money or property of the Club or any gain arising from the carrying on of the Club shall be applied otherwise than for the benefit of the Club. The General Committee shall not expend an amount exceeding £40,000 on any one project in any one year without the approval of the Club expressed at a General Meeting.

- (e) Six members of the General Committee shall form a quorum.
- (f) The General Committee shall make such bye-laws, rules and regulations as it thinks fit for the management of any Club premises. Such bye-laws etc must be consistent with the Rules of the club. The members of the Club may in General Meetings reserve the management of such affairs as they think fit to General Meetings.
- (g) It shall be the responsibility of the Honorary Treasurer to keep a complete and accurate account of the Club's finances and the financial statement, duly audited by a Chartered Accountant or a member of the Association of Certified and Corporate Accountants appointed by the General Committee, shall be submitted to the Annual General Meeting in each year.
- (h) It shall be the responsibility of the Honorary Secretary to see that the decisions of the General Committee or General Meetings are carried out.
- (i) The financial year shall end on 30 September.

13 SUB-SECTIONS AND SUB-COMMITTEES

- (a) The General Committee may appoint or approve for the current year such Sub-Committees to administer such sub-sections as it may see fit.
- (b) All decisions relating to sub-sections of the Club will be the responsibility of the General Committee and any plans of such sub-committees or sections must be submitted to the General Committee for approval before any action is taken. The finances of such sub-section are the finances of the club and all monies collected are to be credited to the Club account. The Club at the discretion of the General Committee may allocate payments to any sub-section for approved events or activities. Any sub-section may be allocated funds not exceeding £100 for petty cash payments. At each monthly meeting of the General Committee the sub-section secretary or representative shall make a brief report of the activities and expenditure of their respective sections.
- (c) The election of Officers and Committee for sub-sections shall be carried out on a date approved by the General Committee with the Club Commodore or representative as Chairman.
- (d) The Commodore and Secretary shall be ex-officio officers of all sub-sections.

14 GENERAL MEETINGS

- (a) The Annual General Meeting of the Club shall be held on or before the 28 February each year for the purpose of receiving the Committee's annual report, approving the Treasurer's financial statement, electing Officers and Committee and transacting any other business. The Honorary Secretary shall give each member 14 days' notice of such a meeting and of the business to be brought forward at it. No other business shall be discussed at such meeting unless notice thereof be given to the Honorary Secretary before 15 December.

- (b) The General Committee may call a General Meeting of the Club for any specific business and the discussion of such meeting shall be confined to that business only.
- (c) The General Committee shall call a General Meeting on the written request of 20 members.
- (d) Thirty Ordinary members shall form a quorum at a General Meeting.
- (e) At a General Meeting of the Club, Ordinary Members shall have one vote; other members shall be entitled to attend a General Meeting but shall have no vote. In case of an equality of votes the Chairman shall have a second or casting vote.
- (f) General meetings may at any time, without reason given, remove any member from any position which he/she may hold within the Club or in committees.

15 NEW RULES, AMENDMENTS AND ALTERATIONS

Notice of any alteration or addition to the Rules, intended to be proposed by a member of the Club, shall be given to the Honorary Secretary in writing before 1 December if the same is to be proposed at the Annual General Meeting or at least one month before any General Meeting at which the same is to be brought forward, and full particulars of any such proposed alterations or additions shall be set out in the notice convening the meeting. All such proposed alterations or additions and any amendments to them, which may be proposed and seconded, shall be put to the vote at the meeting and, provided that on a show of hands or if demanded, on a poll, a majority of two thirds of the votes of those members present and voting, shall be cast in favour of any proposed alterations or additions or amendments then the same shall be deemed to be carried. All such alterations, additions and amendments shall take effect from the time at which they are approved.

16 TRUSTEES

Not less than five Trustees shall be nominated by the General Committee from the membership of the Club and confirmed in office by the members of the Club in a General Meeting, to hold office until death or resignation or removal from office by a resolution of the General Committee. In such circumstances the General Committee shall appoint a successor whose appointment shall be ratified at a General Meeting.

All lands, buildings, hereditaments and premises acquired by the Club shall be vested in the Trustees for the time being for the benefit of the Club and its members and to be dealt with as the General Committee shall from time to time direct, and the Trustees shall have power to purchase, take on lease or otherwise acquire and hold real and leasehold property and to sell, mortgage, charge or otherwise dispose of the same.

DISSOLUTION

If the Club, by resolution passed at a General Meeting, confirmed by resolution passed at a subsequent General Meeting held not less than 21 days after the first meeting, shall by a three-quarters majority of those present and voting at each General Meeting, resolve to be wound up, the Trustees shall thereupon proceed to discharge all debts and liabilities and shall then hold all surplus assets remaining in trust until transferred by them to a sports club with objects similar to

those of Killyleagh Yacht Club provided that such a sports club's rules similarly preclude the distribution of such assets to its members.

At no time and under no circumstances shall assets of the Club be distributed among members either on an interim or on a winding-up basis.

17 SUPPLY OF INTOXICATING LIQUOR

- (a) The purchase for the Club and the supply by the Club of intoxicating liquor shall be exclusively controlled by the General Committee.
- (b) No member of the General Committee and no manager or servant employed in the Club shall have any personal interest in the supply of intoxicating liquor therein or in the profits arising from such supply.
- (c) Intoxicating liquor may be supplied on the Club premises only within the hours designated by the current legislation as prescribed by the Registration of Clubs (NI) Order, 1996.

A statement, printed in plain type, of the hours during which intoxicating liquor may be supplied on the premises of the Club shall be exhibited in a conspicuous part of the club premises.

Nothing herein shall be construed as implying any obligation on the Club to open the bar during the whole or part of the permitted hours and the Committee shall have authority to close the bar at any time or times at its discretion.

Where intoxicating liquor is lawfully supplied to any person during permitted hours, nothing in these rules shall operate to prohibit the consumption by that person of the liquor during the 30 minutes immediately following, where there is only one continuous period of permitted hours in any day, that period, and where there is more than one period of permitted hours in any day, and the last such period. The bar shall be kept closed except during the permitted hours.

- (d) Intoxicating liquor shall not be supplied to any person under 18 years nor shall any such person be employed in the bar of the club premises.
- (e) Intoxicating liquor shall not be supplied for consumption outside the premises:
 - i. to persons who are not members of the Club;
 - ii. to members of the club except in such quantities and during such hours, being hours within the permitted hours, and on such days as the Chief Inspector of the PSNI for the Downpatrick district may authorise in writing.
- (f) Liquor shall not be supplied to any member on credit.
- (g) No persons shall be paid at the expense of the Club any commission, percentage or similar payments on or with reference to the purchase of intoxicating liquor by the Club.

- (h) No person shall, directly or indirectly, derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club or members or guests, apart from any benefit accruing to the club as a whole.
- (i) Intoxicating liquor shall not be supplied to persons who are not members of the Club for consumption outside the premises of the club.

18 VISITORS

- (a) A visitor to the club shall not be supplied with intoxicating liquor in the club premises unless upon the invitation and in the company of a member.
- (b) A visitor, invited by a member over the age of 18, shall, immediately on his/her admission to the clubhouse enter his/her name and address in a book, which shall be kept for that purpose and which shall show the date of each visit. The name of the visitor must be endorsed by the accompanying member.
- (c) No member may introduce more than two guests in any one day and the same person, except where that person is a parent, partner, or child of a member, shall not be admitted as a visitor to the Club premises on more than 5 days in any period of 12 months.
- (d) In the case of a team or other body of persons who are, as members of another club, society or organisation, visiting Killyleagh Yacht Club for the purpose of taking part in or in the organisation of or arrangements for any pastime, sport, game or recreation at Killyleagh Yacht Club it will suffice for the Secretary or other officer of the Club to enter in the book required to be kept for visitors, the name of the visiting club, society or organisation and the numbers of such visitors without specifying their names and addresses and thereafter on the occasion of that visit intoxicating liquor may be supplied to such visitors at the request and in the presence of any officer of the Club.
- (e) A member of any Club recognised by the Royal Yachting Association may be authorised to use the premises of the Club by any member of the General Committee and such authorisation shall specify between which dates, not being more than 7 days apart, the said person may use the premises. Intoxicating liquor may be sold to or for consumption on the premises by those persons over the age of 18 who are entitled to the use of the premises only under this rule.
- (f) The General Committee may at its discretion exclude visitors or limit their number on any special occasion.
- (g) Any visitors introduced shall conform to all regulations governing members whilst on the Club premises and no visitors shall be admitted to or remain in the club premises on the absence or after departure of the introducing member.
- (h) The Secretary or any other person who has received the authority of two members may expel any person who has the right to temporary use of the Club premises.

- (i) Day membership of the Club shall be available to the Public on approval by the General Committee or its Representative at the following rates: £5 per person per day; £10 per person slipping a boat not more 15 ft L.O.A. These fees payable before usage.

19 STORAGE OF BOATS

Fairy Lodge

- a. Boats stored in Fairy Lodge will be charged per linear foot LOA. The amount shall be determined at the AGM.
- b. The winter rate will be from 1st September until 1st June.
- c. Accounts for the winter storage will be sent by post on the 1st November and must be paid to the Hon. Membership Secretary by 1st December. Any account not paid by that date will incur a 10% per month fine.
- d. Electricity is supplied for hand tools and electric light. Owners intending to use dehumidifiers and heaters will be asked to pay a further charge set by the Committee.
- e. All boat trailers must be maintained and left in a sound and safe condition. It is the responsibility of all boat owners that safe working practices are observed. Any damage caused to persons or their property is the sole responsibility of the boat owner, therefore the vessel should have lay-up insurance cover.
- f. All ladders must be taken home or locked to the trailer as an aid to security.
- g. Parking space will be allocated by the person appointed by the General Committee to supervise Fairy Lodge.

Cuan Beach Boat Park

The boat park at Cuan Beach is for storage of tenders, day boats and sailing dinghies. Other boats may from time to time be stored there with the approval of the General Committee. Space will be allocated by the person appointed by the General Committee to supervise such storage.

Summer storage is provided free of charge to Boat Owner members for one tender, day boat or sailing dinghy as space permits.

Winter storage is provided for one tender at a rate of charge to be determined at the AGM. Day boats, sailing dinghies and additional tenders may also be stored with prior approval by the General Committee at a rate of charge determined at the AGM.

APPROVED BOATS ARE AS FOLLOWS

Tender: Boat not more than 4.5m (15 ft) LOA normally used to provide access to a boat kept on a mooring at the Club.

Day Boat: Pleasure boat not more than 7m (23 ft) LOA propelled by oars, engine or sails and not usually kept on a mooring.

Sailing Dinghy: Sailing boat which conforms to a recognised dinghy class.

Other Boat: A boat not more than 7m (23 ft) LOA and not covered by the above categories.

Boats longer than 7m (23 ft) shall not be stored at Cuan Beach without prior approval given at a General Committee meeting to determine length or storage time, charge for storage and date of removal. This will be the period between Closing Day of one season and Opening Day of the next season.

TRAILERS

Only trailers or launching trolleys for approved boats may be stored at Cuan Beach. Other trailers will have 24 hours grace before being removed by their owners. Summer storage is available at Fairy Lodge. The owners of abandoned or scrap trailers and trolleys may be fined at the General Committee's discretion.

CHARGES

Charges will be as set at the AGM.

DOs AND DON'Ts

Car parking: Cars should not be parked in the following places:

- (1) At the North end of the Clubhouse entrance to the bar store.
- (2) At the South end of the car park adjacent to the sea-gate.
- (3) At the South end of the car park adjacent to the Club boat store.
- (4) Anywhere in the car park during Regatta Day and sailing events. (Parking facilities will be available in Seaboard).
- (5) In the turning area immediately outside the main gate.

Boat Parking

- (1) An allocation of a dinghy space will be made to each dinghy owner. Don't move other members' dinghies.
- (2) All cruisers and large boats should be slipped in and out at Fairy Lodge and their trolleys stored there.

Use of the Jetty

- (1) Boats should only use the deep-water jetty for loading and unloading. Punts must not be tied to the jetty on a long-term basis and large boats must not 'raft' at the jetty.

CHILD PROTECTION

Killyleagh Yacht Club has adopted and is committed to observing the Child Protection Policy set out in Appendix A to these rules and at all times members in contact with young people in the club shall observe the Code of Conduct set out in Appendix B to these rules. Appendices A and B are posted in the Clubhouse and are available from the Club's Child Protection Officer.

EQUALITY

The Club is committed to observing equality of treatment for all. Appendix C (Equality Policy) is posted in the Clubhouse.

This Rule Book is adopted for and on behalf of **KILLYLEAGH YACHT CLUB**

Honorary Secretary

Commodore (Chairman)

Date