Rules of Mumbles Yacht Club, incorporating Mumbles Rowing Club.

13 June 2023

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1. NAME

The name of the Club shall be: " Mumbles Yacht Club, incorporating Mumbles Rowing Club".

2. OBJECTS

The objects of the Club are:

(a) the encouragement of yacht cruising, dinghy sailing, windsurfing, motor-cruising, rowing and racing.

(b) to provide and maintain suitable accommodation for the use and benefit of the members.

3. CLUB INSIGNIA

The Club Flag shall be the British Red Ensign. The Yachting and Rowing Burgees are as shown on page one of these Rules.

4. MEMBERSHIP

The Membership of the Club shall consist of Life Members, Honorary Members, Ordinary Members, Couple Members, Family Members, Cadet Members, Junior Members, Country Members, Country Couple Members, Student Members, Winter Members, Summer Members, Short Term Members, Senior Members, Senior Couples Members, Block Members, Social Members and Social Couple Members.

(a) *Life Members*. At a General Meeting, Life Members may be elected for services rendered to the State or Club or for any such other reason as the General Meeting shall determine and they shall not be liable to pay any entrance fee or subscription.

(b) *Honorary Members*. The Executive Committee shall have power to elect any person as an Honorary Member of the Club for such period not exceeding twelve months. Honorary Members shall not be required to pay any entrance fee or subscription and shall be eligible for re-election but so that the number of Honorary Members shall not be significant in proportion to the total membership of the Club.

(c) *Ordinary Members*. Of not less than 18 years of age.

(d) *Family Members*. Family Members shall be defined as a couple with such of the children of that family who shall be under the age of 18 years or 22 years if continuing in fulltime education on the 1st September on the date when the subscriptions became due"

(e) *Cadet Members*. Juniors over the age of 16 years and up to the end of October of the year in which they attain their 18th birthday.

(f) *Junior Members*. Juniors over the age of 6 years on the 1st September prior to the date on which subscriptions become due and up to the end of October of the year in which they attain their 16th birthday.

(g) *Country Members*. Country members shall be defined as Ordinary Members whose normal place of residence is not by land within a radius of 25 miles of the Clubhouse.

(h) *Student Members.* Student Members shall be defined as persons over the age of 18 years and under the age of 25 years on the date when their subscription became due and who are receiving full time education.

(i) Save as prescribed in (j) below, Honorary, Cadet, Junior, Student Members, block members and the children of Family Members shall not be entitled:

(i) To be members of the Executive Committee

(ii) To take any part in convening any General Meeting

(iii) To vote at any General Meeting

(iv) To introduce any visitor to the Club (delete).

(j) *Cadets, Juniors and the children of Family Members* shall be entitled to elect annually a Cadet Member to serve on the Executive Committee as their representative, with full voting rights.

(k) Applications for membership shall be made on the form prescribed by the Executive Committee and be sent to the Honorary Membership Secretary accompanied by the appropriate subscription and entrance fee which shall be returnable in the event of that application for membership being rejected.

(l) The Executive Committee, shall have the right to accept or reject an application without giving any reason for its decision. The names of the applicants shall be entered on the Register of Members. On election of a new member the Membership Secretary shall so inform him or her in writing and provide him or her with a copy of the rules.

(m) *Winter Members*. Shall be defined as persons over 18 years of age joining for the purpose of sailing and racing at the Club with its members between the months of October to March inclusive. Such Winter Membership shall expire on 30th April, but a Winter Member may become an Ordinary Member if they shall complete and sign the prescribed form for conversion to Ordinary Membership and pay 50% of the Ordinary Membership subscription before the next annual subscription shall become due. Winter Membership may be renewed for a second and thereafter subsequent years at the discretion of the Executive Committee on completion and signature of the prescribed form and payment of the prescribed fee but without paying a further entrance fee."

(n) *Summer Members*. Shall be defined as persons who are members of another RYA affiliated Club, but who wish to sail and race at the Club with its members during the months of May, June, July, August and September in any one year.

(o) *Short Term Members*. Shall be defined as persons whose main residence is more than 35 miles from the Clubhouse.

(p) *A Short-Term Member or a Summer Member* shall be a person whom either the Commodore, Vice Commodore, Rear Commodore, Honorary Secretary or Membership Secretary of the Club shall have admitted as a Short-Term Member or a Summer Member, provided that:

(i) They shall have signed the prescribed form and have paid the prescribed fee.

(ii) The period of such admission as a Short Term or Summer Member shall not have been exceeded.

(iii) Short Term Members and Summer Members shall be admitted on such terms and have such privileges of membership as the Executive Committee may determine.

(iv) A Short-Term Member or a Summer Member (so long as they remain a Short-Term Member or Summer Members) may not become an officer or member of any Committee and shall not be entitled to vote at either an Annual General Meeting or General Meeting of the Club or act as a proposer or seconder of any candidate for membership of the Club or introduce any visitor to the Club.

(v) A person applying to become a Short-Term Member or Summer Member shall not be obliged to comply with the provisions of rule 4 (j) or to pay the subscriptions specified in rule 5(a) (i) and (ii)

(q) *Senior Members* shall be defined as being aged 65 or over on the 1st April who have an interest in sailing and the purposes of Mumbles Yacht Club.

(r) *Block members*. Organisations, such as the University sailing club that have an affinity with the aims and ambitions of MYC may be allowed to have block membership. This entitles them to use all the facilities and participate in club sailing events. The rate for block membership shall be decided by executive committee on a case by case basis and reviewed annually. The secretary of such an organisation shall provide a list of bona fide individuals who are included in the block membership.

(s) *Couple Members*. Two people in a relationship who are individually eligible for Single Membership.

(t) *Country Couple Membership*. Two people in a relationship who are individually eligible for Country Membership.

(u) *Senior Couple Members*. Two people in a relationship who are individually eligible for Senior Membership.

(v) *Social Members. S*hall be defined as persons interested in using the clubhouse and premises socially. Social members shall not be entitled to participate in any general meetings or take part in on the water activities apart from attendance in events open to the general public.

(w) *Social Couple Members*. Two people in a relationship who are individually eligible for Social Membership

5. SUBSCRIPTIONS

(a)

(i) There shall be an annual subscription payable by all members on 1st April in each year.

(ii) Annual subscriptions shall be as recommended by the Executive Committee and passed by an Annual or Special General Meeting of members and shall become operative as from the 1st April following such a meeting.

(iii) The Annual subscription payable by each new Ordinary Member of the Club shall be reduced by one twelfth for each full month of the Club's financial year that has elapsed immediately prior to his election as an Ordinary Member.

(iv) In exceptional circumstances, the Executive Committee shall have the power in its absolute discretion to waive the entrance fee of a person wishing to re-join the Club.

(v) Winter Members shall pay a subscription at a rate equivalent of 50% of the Ordinary Membership rounded up to the nearest pound.

(vi) Summer Members shall pay a subscription at a rate equivalent to 20% of the Ordinary, Cadet or Junior membership as appropriate for each month of membership of the Club rounded up to the nearest pound.

(vii) Short Term Members shall pay a subscription at a rate equivalent to 10% of the Ordinary, Cadet or Junior membership as appropriate for each week of membership of the Club rounded up to the nearest pound.

(viii) Single Senior Members shall pay a subscription at a rate equivalent to 50% of the ordinary membership rounded up to the nearest pound

(ix) Senior Couple members shall pay a subscription at a rate equivalent to 75% of the ordinary membership rounded up to the nearest pound

(xi) Single Social Members shall pay a subscription at a rate equivalent to 50% of the ordinary membership rounded up to the nearest pound

(xii) Social Couple Members shall pay a subscription at a rate equivalent to 75% of the ordinary membership rounded up to the nearest pound

(b) Should the member's subscription not be paid by April 15th, the Membership Secretary shall write to him requesting payment and if the subscription is not paid by May 1st, he shall cease to be a Member of the Club.

(c) Members may, at the discretion of the executive committee, be offered the opportunity to pay in equal monthly instalments by automated payment provided the authorisation is given by the member before the 15th of the month in which the membership becomes due. The club may charge for the facility at the discretion of the executive committee an amount of not more than the additional bank charges incurred rounded up to the nearest 50 pence.

6. RESIGNATIONS

Any members may resign their membership by giving to the Membership Secretary notice in writing to take effect on or before 31st March, failing which the members shall be liable for the subscription due on 1st April following.

7. OFFICERS

(a) The Officers of the Club shall consist of a Commodore, Vice-Commodore, Rear-Commodore, three Trustees, Honorary Treasurer, Honorary Secretary, Honorary Membership Secretary, Sailing Captain, and Rowing Captain.

(b) The Officers shall retire annually but shall be eligible for re-election without nomination at the Annual General Meeting. The retiring Commodore shall be an ex-officio member of the Executive Committee for the ensuing year.

8. ANNUAL MEETINGS

The Club Year shall end on the 31st March. The Annual General Meeting shall be held at such time as the Executive Committee deem fit within six months of the first day of April in each year, but so that eighteen months shall not elapse without an Annual General Meeting. Twenty-one clear days' notice at least, specifying the place, day, hour and business of meeting shall be sent to each member. Members may elect to receive notification via electronic means as deemed appropriate to the club at the time. If so, the onus is on the member to ensure the club has their current relevant electronic contact details. Nominations for Officers and the Executive Committee shall be in written or electronic form and addressed to the Secretary and delivered to the Clubhouse or electronically not less than five clear days before the date of such meeting and shall contain the consent of the person nominated.

General Meetings may be held either in person or via on-line means.

9. MANAGEMENT

The management of the Club shall be conducted by the Executive Committee as hereinafter defined.

10. EXECUTIVE COMMITTEE

(a) The Executive Committee shall consist of not more than ten members exclusive of the Officers and the Cadet Member.

(b) At the Annual General Meeting one third of the Executive Committee shall retire but shall be eligible for re-election without nomination. No member shall serve on the Executive Committee for more than three years without offering himself for re-election. For the purpose of this rule a member retiring during the course of the year shall be deemed to retire at the Annual General Meeting. The Cadet Member shall retire at the Annual General Meeting.

(c) If a member of the Executive Committee absents himself for three consecutive meetings without a satisfactory explanation to the Honorary Secretary, it shall be considered that he wishes to resign.

(d) The Executive Committee shall have power to fill vacancies in offices until the next Annual General meeting and shall also have power to co-opt members with special qualifications for such time as they think necessary, but such co-opted members will have no vote at any Executive Committee meeting.

(e) The Executive Committee shall meet whenever necessary and at least once a month, or at any time upon the request of seven members of the Executive Committee. Each Executive member shall receive a notice by post or E Mail of every Executive Committee Meeting at least three days before the meeting is held.

(f) The Senior Flag Officer present shall preside at all Committee Meetings and if none are present then the Committee shall vote a Chairman from among their number.

(g) All Committee decisions shall normally be made by a show of hands, but the Chairman shall have the power to take a ballot. Any such ballot shall be made by each member on a separate unidentifiable slip of paper which shall, after mixing and counting, be scrutinised by two members of the Committee. In the event of a tie the Chairman of the meeting shall have a second or casting vote.

(h) The Executive Committee shall appoint Sub Committees from among its members to be responsible for Waterside and Landside activities in all their aspects as they deem fit and necessary. Officers of the Club shall be Ex-Officio members of all sub committees so formed and have full voting powers. The Sub Committees shall have the power to co-opt any other members of the Club with voting rights onto those Sub Committees. These two sub-committees shall normally meet on a monthly basis, reporting or seeking confirmation from Executive Committee as appropriate.

(i) The Committee by a majority may, and shall, at the requisition of any twenty-five members stating the business for which it is required, instruct the Honorary Secretary to call a Special Meeting of members and such notice calling a Special General Meeting shall be processed in accordance with Rule 8 above.

(j) The Secretary shall keep a true record of the Minutes of all meetings and perform any other such duties as are required of him by these rules and by resolution of the Committee.

(k) The Membership Secretary shall keep a list of names and addresses of all members and keep such records as are necessary to account for all monies received by him and all receipts of membership cards issued by him.

11. DISCIPLINARY and GRIEVANCE ISSUES.

a) The Club will aim to deal with any disciplinary and grievance issues in a fair and timely manner. The object is to ensure good practice with regard to any member or category of member or employee of Mumbles Yacht Club who may have a complaint or feel that they have been unfairly treated by a member of the Club or the Club itself. The same basic procedure will apply to any clear disciplinary matters.

b) Any issue, whether grievance or discipline, shall be referred to the Commodore or an Officer of the Club in writing. The only circumstance in which a verbal complaint will be considered is if it involves a Safeguarding matter: Child or Adult. The Welfare Officer and Commodore should be immediately notified of all safeguarding complaints, unless the complaint relates to either of these Officers - in such scenarios only the Officer whom the complaint is not about should be contacted. All complaints of a Safeguarding nature will be managed via the club Safeguarding Policy before moving to the Disciplinary and Grievance process.

c) The Commodore, upon receipt of a complaint or allegation, shall set up a sub-group composed of three members of the Executive Committee. They shall be empowered to investigate the issue and, if necessary, call any individuals to a hearing when all the details of the allegation will be considered, with all parties entitled to be present and to submit any evidence including the presence of witnesses. Any such meetings will be called with seven days' notice and with full documentation being supplied to all interested parties.

d) The sub group must preserve confidentiality at all times. They are empowered to come to any decision they feel is appropriate, including issuing a formal warning or dismissal for a member of staff. With regard to members, the sub-group shall have the power to issue a warning regarding future conduct, suspend for any period not exceeding six calendar months, or permanently expel any member who shall infringe any rule, regulation or bye-law of the Club, or whose conduct at any time is, in the opinion of the sub group, detrimental to the interests of the Club.

e) Any decision of the sub group is subject to a right of appeal for the relevant party. That right of appeal will be incorporated in a letter or e-mail sent by the sub group to the relevant party promptly after the hearing. The right of appeal will be time-limited to seven days and any appeal must be expressed in writing by the relevant party to the Commodore or an Officer. The Commodore will then set up an appeal body incorporating the remainder of the Executive Committee, excluding any officer or member who took part in the workings of the sub-group.

f) The appeal body will arrange to meet all relevant parties and witnesses and will issue seven days' notice of such a meeting. Again, all relevant documentation from all parties must be circulated in advance of the meeting. Witnesses can be called by all interested parties.

g) The decision of the appeals body is final apart from any challenge to the relevant courts.

12. FINANCE

(a) The Executive committee shall (inter alia) be authorised to open a banking account in the name of the Club, all cheques thereon to be signed by the Honorary Treasurer and Honorary Secretary.

(b) All payments shall be authorised by the Executive Committee or the Finance Committee. Payments shall be made by cheque or appropriate electronic means and a receipt obtained for all amounts. The Honorary Treasurer shall keep correct accounts of all monies received and paid out by him and he shall prepare an annual account and balance sheet setting forth the assets and liabilities of the Club as on the 31st March each year and shall hand same to such Auditor as the Executive Committee may appoint. A printed copy of the Balance Sheet shall be made available for each member.

(c) The Executive Committee on behalf of the Club shall have power to borrow such sums as may be necessary for the purpose of carrying on the affairs of the Club and financing its activities.

(d) The Executive Committee may invest any monies belonging to the Club in such investments as they may at their discretion think fit and may from time to time realise or vary such investments and may charge the same as security in respect of any borrowing made on behalf of the Club. Such investments shall be made in the names of the Club's bankers as nominees.

13. CUSTODY OF CLUB PROPERTY

a) The property and assets of the Club shall be vested in three trustees, in whose names all securities and investments shall be made (except as otherwise stated) and the same and all assets and property of the Club shall be held by them in trust for and for and under the control and direction of the Executive Committee. Any member ceasing to belong to the Club by death, resignation or expulsion or should he compound with his creditors shall not (except as regards any debt owing to the member by the Club) have any claim or be entitled to participate in any of the effects and property of the Club or have any part of his annual subscription returned to him/her.

14. RULES

A copy of the Rules shall be given to each member on his joining the Club, and payment of his subscription entitles the member to enjoy every benefit of the Club, so also it shall distinctly imply his submission to the rules and to any bye-laws made by the Executive Committee in conformity with the rules. For the purposes of these rules where the context so admits the words importing the masculine gender, the rules are inclusive and are not gender specific

15. ALTERATION TO RULES

No rule shall be altered or suspended, or new rule made except at an Annual or Special General Meeting of members of the Club. The majority to alter, suspend or add to the rules shall be as follows: in the proportion of two to one on a show of hands. Every proposal to alter, suspend or add to the rules must be notified to the Honorary Secretary 14 days before the notification to the members of such Annual or Special General Meeting and the effect notified to all members in the Notice convening the meeting.

16. QUORUM

A quorum shall be as follows:

(a) At all General Meetings twenty-five (25)

(b) At Executive Committee Meetings five (5)

(c) At Sub Committee meetings a majority of the Sub Committee members.

17. USE OF CLUB PREMISES

(a) The Executive Committee shall have power to make from time to time such Regulations for the use of the Club premises as it may think fit.

(b) The Executive Committee shall have absolute discretion to prohibit any games being played on the Club premises which they may deem to be unlawful or undesirable or injurious to the interest of the Club.

(c) The Executive Committee shall have power in its absolute discretion to close the Club premises at any time for any purpose and for any period.

(d) Every member shall before leaving the Club premises pay any charges incurred by him whether on his own account or for a visitor and no credit shall be permitted.

(e) No member or person under the age of 18 years shall purchase or be bought or consume intoxicating liquor on the Club premises.

18. SUPPLY OF INTOXICATING LIQUOR

(a) The permitted hours for the sale of intoxicating liquor shall be fixed (and may be varied from time to time) by the executive committee in accordance with the statutory provisions for the time, being in force.

(b) The Executive committee will manage the purchase for the Club and the supply by the Club of intoxicating liquor. 19. 20. 21. 22. 23 24.

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24. TEMPORARY MEMBERS

(a) The Executive Committee shall have power to grant temporary membership to any member of a recognised yacht club or rowing club for any period and upon such terms as they may decide, but in no event shall any temporary membership become effective until the expiration of two clear days from the date upon which application for such temporary membership (giving the name and address of such proposed temporary member) shall have been submitted to and approved by the Executive Committee.

(b) Temporary members shall not become Officers of the Club nor shall they be entitled to vote at any meetings.

25. VISITORS

(a) A member introducing any person as a visitor shall enter the name and address of such person in a book to be kept for that purpose.

(c) No person shall be introduced into the Club on more than six occasions in any year.

(d) No person who has been refused membership of the Club shall be admitted to the Club premises.

26. VISITORS 2

A member of any Club recognised by the Royal Yachting Association (a list whereof is contained in the Year Book of the said Association) or recognised Rowing Club may be authorised to use the premises of the Club by any member of the Executive committee. Such authorisation shall specify between which dates, not being more than 14 days apart, the said person may so use the premises.

27. VISITORS 3

Any person who is a competitor in any race sponsored or organised by or on behalf of the Club, and any person who is a member of the crew of such competitor for the purposes of the race is entitled to use the Club premises within a period of twenty-four hours before and after the race in which they are competing.

28. INTOXICATING LIQUOR

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 of the Club in pursuance of Rules 24 and 25.

29. EXPULSION

The Honorary Secretary or any other person who has received the authority of two members of the Executive Committee may expel temporarily or permanently any person who has the right to the use of the Club premises only under Rules 24, 25, 26 and 27.

30. BYELAWS

The Executive Committee shall from time to time make, repeal and amend all such Byelaws and Regulations (not inconsistent with these Rules) as they shall think expedient for the internal management of the clubhouse and well-being of the Club. All such Byelaws and Regulations shall be binding upon the members until repealed by resolution of a General Meeting of the Club.

31. DISSOLUTION

If at any General meeting a resolution for the dissolution of the Club shall be passed by a majority of the members present and any such resolution shall at a Special General Meeting held not less than one month thereafter (at which not less than one half of the members shall be present) be confirmed by a resolution in support of which at least two thirds of those voting vote, the Trustees at the direction of the General Committee shall thereupon or at such future date as shall be specified in such resolution proceed to realise the property of the Club and after the discharge of liabilities shall transfer or give the balance to an organisation having similar aims and objectives to The Mumbles Yacht Club. Upon completion of the transfer, the Club shall be dissolved.

MYC RULES – 13 June 2023.