

Channel Sailing Club

Members' Handbook and Club Rule Book

Epsom Sports Club, Woodcote Road, Epsom, Surrey, KT18 7QN.

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Members Handbook:

1 Introduction to Channel Sailing Club

The Club promotes the enjoyment of affordable cruising and racing by bringing together skippers and crews in a wide programme of sailing and social activities. We aim to develop personal and group sailing skills, while enhancing the overall safety and satisfaction of all members.

Our members range from complete novices, who are curious to find out what sailing is all about, to experienced boat owners, who appreciate the advantages of experienced crew and sailing in company.

Our Club was founded by David Evans in 1976 with a group of enthusiasts who had attended navigation courses run by him. The Club was originally called The Pirates Cruising Club because members without a boat could pirate from those who did! Over the years, hundreds of members have gained practical sailing skills and the confidence to either skipper their own boat, to charter or act as competent crew for others.

We aim to provide experience at sea in an atmosphere that is both safe and enjoyable for all those who enjoy sailing, together with a shore-based social meeting point. Boat owners (the skippers) and non-boat owners (the crews) rely on each other to be able to enjoy the cruising and racing activities that take place throughout the year.

For inexperienced members, this affords an excellent opportunity to help build the skills and confidence needed to achieve any of the RYA practical sailing certificates should they wish to do so, although it must be realised that the Club is not a sailing school as such. Members wishing to gain any of the RYA practical certificates of competence will need to attend one of the many RYA-approved training centres.

Our sailing activities are based on the south coast. Members' boats, which range in length from 18 to over 40 feet, are mainly located in and around the Solent.

We organise a number of cruising and racing events each year. Most of them take place over a weekend in local waters. Four-day and nine-day cruises are arranged each year to such cruising grounds as the coasts of Normandy and Brittany, the Channel Islands and the West Country. Weekend sailing is for shorter cruises and fun events which include for example, navigation, treasure hunt and experience rallies.

The annual racing programme operates under a handicap system and most club races are one-day events, although some members also hone their skills on non-club events such as the Fastnet Race, Round the Island Race (IoW), Route des Moules (to Alderney) and the Shetland Round Great Britain Race.

While sailing is our main activity, the social side is not neglected. The Club meets weekly on Tuesday evenings throughout the year at its clubhouse at the Epsom Sports Club to enjoy a drink and exchange views and opinions. In addition, there are lectures during the winter on specialised subjects related to the sea and sailing. Other social events include quiz nights, barbecues and dinners.

The Club communicates with its members through our website and through e-mail. These provide immediate access to news and events and much more. We also have our own newsletter, *Wavelength*.

Full membership of the Club is open to those who have attended or are undertaking an approved navigation course (typically as a minimum the RYA Day Skipper Theory course).

The Club also maintains a bosun's store of club flags and clothing.

We know that it can sometimes be intimidating joining a club as a new member. So, new members are offered the guidance of a mentor during their first few months of membership. This will be an experienced, long-standing club member, who will be only too pleased to explain about the Club, answer any questions, introduce you to other members and in general be as helpful as possible.

2 Communications

The Club's internet site, www.channelsailingclub.org, is continually being developed as the primary means of communication. It provides a chat room, a gallery of recent photographs, club and sailing rules, event application forms, links to sailing related activities and a password protected list of club members.

Our award-winning club magazine '*Wavelength*' is another way of disseminating and sharing information amongst the membership. We also publish a monthly diary which is transmitted to members by e-mail.

3 Sailing Events

The Club encourages members to apply for any of the Club's cruising and racing events. In particular it should be stressed that racing is not restricted to just highly experienced crew and that the Club's racing is varied in nature and is designed to be fun. Members wishing to go on these events must submit an application form to the event organiser.

The organiser is often required to make bookings for restaurants and marina berths well in advance, therefore members are requested to submit their application forms at the earliest possible opportunity.

As a general principle, the Club encourages skippers not to make up their own boat crews except in the case of arranging their 'No. 1'. This then enables the organiser to introduce the remaining available crew to the boats attending.

All crew members are expected to attend the briefing on the Tuesday evening before the event. Crewing arrangements are finally sorted out at this meeting. This is the opportunity for crew members to be introduced to their skippers and for them to be involved in the detailed planning.

The Club operates a policy of crew members making a voluntary contribution to the boat owner or skipper towards the maintenance and upkeep of the boat. This contribution is separate from the specific costs incurred during the event which are shared equally.

The Club encourages members to become event organisers; it is not restricted to just boat owners or skippers. Members should contact the Flag Officer Sailing if they wish to offer their services.

The cruising programme is scheduled between March and December. Amongst others, it contains nine-day & four day cruises as well as week-end rallies. In addition, there are several special events that take on a variety of forms. Some of these are experience weekends where less-experienced members can develop their sailing and navigational skills.

The racing programme is a popular aspect of the sailing provided by the Club. All boats compete under a handicap scoring system so that theoretically at least, all have the same chance of winning.

All boat owners are encouraged to fly the club burgee except during races when the appropriate pennant must be flown.

4 Social Events

The clubhouse is available for members to meet on Tuesday evenings and unless there is a programmed event requiring an early start, members usually arrive from 20h30.

We arrange a programme of visiting speakers to give us the benefit of their experience and knowledge. Additional talks are given by Club members in areas of their own special interest or expertise. Not all of the talks are directly related to sailing or training but they are always interesting and well worth attending. Nautical quiz nights provide a fun way of reminding us of what we used to know, but might have forgotten and a variety of speciality evenings are arranged which can include food, wine and music.

5 Bosunry

Wearing club-identified clothing adds a good spirit of camaraderie when taking part in events. For this reason the Club's Bosun provides a range of clothing for members to purchase. All the clothing can be embroidered with the Club's name and logo, and a specific boat name if required.

6 Training

A fundamental aspect of the Club is to actively encourage members to become qualified in both theoretical and practical sailing skills, the main qualifications being those from the RYA.

Some courses are arranged locally by the CSC such as the RYA qualifications for First Aid, Short Range Certificate (VHF), Radar, Sea Survival, CEVNI and Diesel Engine maintenance. The Club's Training Officer will provide the relevant information on both these external and some internal courses run by suitably qualified Club members.

7 Insurance

Channel Sailing Club endeavours to ensure that its sailing events are conducted in a safe and seaman-like manner. This does not mean that all sailing is conducted in light airs and calm seas and indeed the more experienced Club members quite often venture out into quite challenging conditions. It must be accepted that, at sea, unexpected and unpredictable situations and conditions may occur at any time and without warning, and that accidents do happen. Sailing can be dangerous. Members are urged to make sure that they have adequate insurance to cover their needs as applied to sailing with the Club.

The Club is not bound by its Articles of Association to have insurance. The General Committee though deems it prudent to have suitable insurance to cover the club officers and organisers for any third party claim of negligence during an event.

Members are advised that they should check the wording of their own insurance policies and determine whether or not these classify sailing as a dangerous sport and impose exclusions. You should also check any applicable travel or holiday insurance to ensure that you are covered for loss of personal items. Some personal policies exclude cover for incidents occurring more than 12 miles off-shore.

It is a requirement that all boats involved in Club activities be covered for third-party liability applicable to all persons on board. The minimum indemnity limit is stated on the event booking form. It is the boat owner's responsibility to ensure this. Boats not skippered by their owner must also be covered.

8 Committees

The Club is run and managed by the General Committee, which consists of the Flag Officers (Commodore, Vice Commodore and up to three Rear Commodores), other Officers (Hon Treasurer and Company Secretary) and up to nine ordinary members. Duties are divided among the members with individual responsibilities being for example, sailing, communications, strategy, social events, publicity, bosunry, membership, accounts and company business. Committee members are elected by eligible Club members and serve on the General Committee for a maximum of three years at which time they must stand down by rotation, but are then eligible for re-election.

The General Committee has the authority to create specialist sub-committees which then report back. The Committee also has the authority to make, alter or repeal the Club Rule Book as it deems expedient. The AGM at which the elections take place is held in January. Special General Meetings can be called at any time following the required notice of 21 days.

9 Awards

The following trophies may be awarded at the Annual General Meeting:

Book Prize for the most memorable article in the club magazine

Cambria Ball for blunders by a member who should have known better

Commodore's Trophy for personal contribution to the running of the Club

Fizz Gigg Trophy for boat handling skills in trying circumstances, previously to an inexperienced skipper

Flag Officer's Award for personal achievement in practical and theory

Genghis Trophy for the winner of the two-handed race or other short-handed achievements

Gliding Kestrel Trophy for racing performance (normally the winner on points of the CSC Racing Championship)

Icicle Trophies (two) for best performance and / or decoration on the Icicle Rally

Jacqui Sillance Trophy for an exceptional contribution by a lady member to any of CSC's aims and aspirations.

Le Harlequin Trophy at present to the boat making the biggest progress up the handicap in the club racing season, provided that it is not the same as the Gliding Kestrel winner

Miranda Trophy for good all-round skills as a skipper

Panic Trophy for not panicking in a situation where one might be expected to panic

Round the Island Trophy for the first CSC boat in ISC handicap in the Round-the-Island Race

Sally Jennings Award for outstanding contribution to entertaining the Club

Seamogs Trophy for long distance cruising or sailing.

Shutter Trophy for the best photograph, usually taken on a club sailing event

Turner Prize for the winner of the Navigators race

Wooden Spoon for the winner of the annual race Channel Sailing Club against another club

10 Further Club Information

The Club is legally constituted as company limited by guarantee and is managed according to the company's Articles of Association.

More detailed information about various aspects of the Club is available from the Members section on the Club's website at www.channelsailingclub.org. The following documents can be found there under password protected pages. The password is available from the webmaster.

Items for all club members:

- List of Club Members with contact details – regularly updated
- Notes For Crew – information about going on club sailing events
- Safety Check List – items and equipment to be checked on boats
- Racing Sailing Instructions – the club's sailing instructions which are updated annually
- Guidelines for Handling New Members – mainly for mentors and the committee
- Guidelines for Event Briefings – mainly for event organisers
- Guidelines for Handling Onboard Activities – mainly for skippers
- The Club's Articles of Association
- The Club's financial control procedures – mainly for Committee members

Items specifically for organisers of club sailing events (using separate password):

- Cruise Organiser Guide – for organisers of all types of sailing events
- Boat and Crew List (blank spreadsheet) – for organisers of sailing events
- Members Summary - details of members from membership forms
- Boat Information – list of member's boats with details

Club Rule Book:

1 Club Membership Rules

1.1 It is a condition of membership, for all classes of membership, that every member accepts and complies with the Club Rules and Articles of Association.

1.2 The classes of Club membership are listed in the Articles of Association. These are the rules.

a) Full membership is open to persons aged 18 and over who are undertaking or who have successfully completed a course of navigation approved by the Club.

b) Honorary life membership is reserved for former members who have rendered outstanding service to the Club over a prolonged period.

c) Life membership is granted upon terms set by the General Committee, such as payment of a lump sum instead of annual subscriptions, or donating value to the Club.

d) Associate Membership is offered to a person who supports the objects of the Club but who is not eligible for full membership.

e) Temporary membership is granted at the discretion of the General Committee. Its purpose is to ensure that everyone participating on a Club event is automatically bound by the Club's rules. The authority to grant temporary membership for the duration of a Club sailing event is delegated by the General Committee to the skipper of the boat in question, who is required by these rules to ensure that prospective temporary member has read, understood and agreed to the Club's rules.

f) Honorary membership is bestowed, rarely, on members who have rendered unusual service to the Club but who are unlikely to participate in club activities.

1.3 The membership year starts on the 1st October and ends on the 30th September the following year. Membership fees are due by the 1st October. Members not paid up by November 30th lose all Club rights and privileges until payment is made.

1.4 Members joining after the 1st July will receive membership through to the 30th September of the following year.

1.5 Only Full, Honorary Life and Life members may vote at club meetings and hold office in the Club

1.6 A joint subscription offering a discount is available to cover two or more members (full or associate) living at the same address.

1.7 Membership is applied for by completing the Club's application form, which is available from the membership secretary and the web site.

2 Booking Rules for Sailing Events

Please read this carefully, and understand both the letter and spirit of the agreement. These rules apply equally to cruising and racing events.

2.1 All Club members, including temporary members, are required to submit an application form for each sailing event in which they wish to participate.

2.2 The Club endeavours to ensure that all members go on the events they apply for, however, applications received less than 10 days before the event may be unsuccessful because of the specific organisational details.

2.3 No person shall be included as crew on any boat participating in a Channel Sailing Club event unless he or she is a current member of the Club, or has been given temporary membership.

2.4 Crew members are expected to pay the skipper before leaving the boat any voluntary contribution appropriate to the event towards the expenses incurred by the owner for the wear, tear and maintenance of the boat.

2.5 The skipper and crew members agree to pay an equal share of the day-to-day running expenses incurred during the event. This includes fuel, drink, food, harbour dues and any other reasonable expense.

2.6 A member may be expected to contribute to any costs incurred if the member has to withdraw from an event subsequent to the event briefing.

2.7 Minor damage or loss to the boat or equipment, or to any other member's personal effects is normally made good by the person causing it; unless the skipper and crew concerned agree that the loss was entirely unpreventable and come to some other settlement. If necessary, the General Committee will act as arbiter and settle any outstanding dispute. Major loss or damage should be reported to the organiser.

2.8 Members must accept that they sail at their own risk and that neither the Club, nor its officers, event organisers, owners, skippers, nor any other Club member can accept any responsibility for personal accidents which may cause death, injury, damage, or loss of their property or person, howsoever caused. All members should read section 7 of the Handbook regarding the need for Insurance.

2.9 All boats involved in Club events must carry third party insurance protection. The minimum amount of cover required will be stated on the event booking form. The protection must cover all persons on board.

2.10 The conditions and statements on the event application forms for both crew and skippers form an integral part of the rules of this section.

2.11 The skipper of a boat participating in a Club event is required to grant temporary membership to any non-member who wishes to join the boat. This is done by ensuring that the prospective temporary member has read, understood and agreed to the Club's rules.

3 Rules of Conduct

3.1 The conduct of Club members aboard will be in accordance with the normally accepted rules of discipline at sea. The skipper's authority is absolute, unless delegated.

3.2 All members agree to accept any reasonable commands, requests, or orders made by the skipper, flag officers, or event organiser during the event, and to conduct themselves properly at all times.

3.3 In the event of any disagreement on the conduct of events or in the conduct of affairs on board any specific boat which cannot be resolved by the skipper, the matter will be referred to the senior flag officer present or the organiser whose decision will be final.

3.4 Excesses such as drink, noise, boisterous behaviour or any act liable to cause inconvenience to others or bring the name of the Club into disrepute will cease immediately when requested by the skipper of the boat, the event organiser or any flag officer.

3.5 Every effort must be made by all members to maintain the good reputation of the Club by:

- a) showing proper courtesy to other boats and their crews,
- b) rendering assistance whenever possible beyond that required by the collision regulations,
- c) observing rules and customs of clubhouses, harbours and moorings visited and
- d) ensuring that all mooring fees are paid before departure.

3.6 The relevant rules above will also cover shore-based functions where the reputation of the Club may be at risk or where there are financial implications due to the behaviour of members. Members will respect any decision of a flag officer or organiser at such functions.

3.7 Members are responsible for the behaviour of their guests at all times.

4 Rules for Racing

Club racing events are run in accordance with the ISA Racing Rules of Sailing together with the CSC Sailing Instructions.

The CSC Sailing Instructions are published on the website.

5 Rules for Under-18-Year-Old Members.

For the purpose of these the rules we refer to under-18-year-old members as minors.

5.1 Minors can be either Associate Members of the Club or Temporary Members for a particular event.

5.2 While on board during a club sailing event, minors must be accompanied at all times by a parent or guardian, who must also be a member of the Club. No exceptions to this rule are permitted.

5.3 A separate event application form must be submitted for every minor attending a sailing event. The form must name both the minor and the parent or guardian.

5.4 Minors will be carried aboard on a club sailing event only with the consent of the skipper.

5.5 While on board and under the authority of the skipper, the parent or guardian will be responsible for supervision and well being of the minor(s).

5.6 While ashore, the parent or guardian will solely be responsible for the supervision and well being of the minor(s).

These rules have been introduced in recognition of the fact that club members may wish to bring offspring or grandchildren with them on club events. While on board, a parent or guardian must be present in view of the Child Protection Laws.

Club Commodores

David Evans	1976 - 1981
Colin McKinlay-Clark	1981 - 1982
Brian Lea	1982 - 1986
David Norris	1986 - 1988
Ron Blundell	1988 - 1991
John Barfoot	1991 - 1993
Graham Jennings	1993 - 1996
Richard Kidd	1996 - 1998
Peter Thomas	1998 - 2001
Ken Hare	2001 - 2002
Susan Longley	2002 - 2006
Trevor Barker	2006 -