



# Members Handbook 2021

[www.goringgapbc.org.uk](http://www.goringgapbc.org.uk)



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## Introduction & Welcome to GGBC

Thank you for joining Goring Gap Boat Club. We hope that you enjoy boating on our stretch of River Thames and find your membership of the boat club an enriching experience.

Please take the time to read the information in this Handbook. It contains key information which you'll need to be aware of as a member of the GGBC. It is our intention to make your time on the river as pleasurable as possible, and to this end, we need to set out a few key safety instructions and rules to ensure we all take responsibility and care for ourselves, fellow members and members of the public.

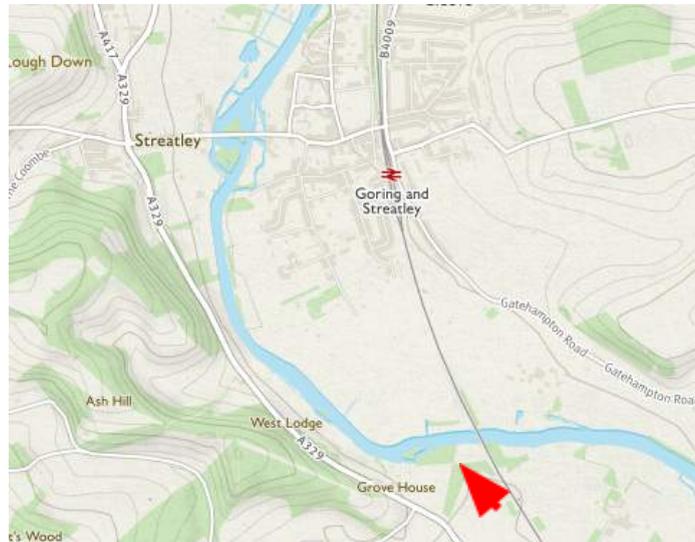
## 2020-2021 Committee Members

Committee role	Name	Email address
Honorary Life President	John Wills	<a href="mailto:jawills46@btinternet.com">jawills46@btinternet.com</a>
Chair	Iain Cheyne	<a href="mailto:chairman@goringgapbc.org.uk">chairman@goringgapbc.org.uk</a>
Captain of Rowing	Richard Berkley	<a href="mailto:captainofrowing@goringgapbc.org.uk">captainofrowing@goringgapbc.org.uk</a>
Captain of Boats	Andy McKenzie	<a href="mailto:captainofboats@goringgapbc.org.uk">captainofboats@goringgapbc.org.uk</a>
Secretary	Bindi Dholakia	<a href="mailto:secretary@goringgapbc.org.uk">secretary@goringgapbc.org.uk</a>
Treasurer	Heather Rudge	<a href="mailto:treasurer@goringgapbc.org.uk">treasurer@goringgapbc.org.uk</a>
Membership Secretary	Jane Greatorex	<a href="mailto:membership@goringgapbc.org.uk">membership@goringgapbc.org.uk</a>
Welfare Officer	Juliet Rushent	<a href="mailto:welfare@goringgapbc.org.uk">welfare@goringgapbc.org.uk</a>
Safety	Joel Penrose	<a href="mailto:safety@goringgapbc.org.uk">safety@goringgapbc.org.uk</a>
Social Secretary	Tina Wilson	<a href="mailto:social@goringgapbc.org.uk">social@goringgapbc.org.uk</a>
Boathouse Liaison	Brian Barnes	<a href="mailto:boathouse@goringgapbc.org.uk">boathouse@goringgapbc.org.uk</a>
Site Manager	Roger Moore	<a href="mailto:sitemanager@goringgapbc.org.uk">sitemanager@goringgapbc.org.uk</a>

Committee meetings are held monthly online or at Goring Social Club. These meetings are open to all members, and out of courtesy you are asked to notify the Secretary of your intention to attend. The agenda and the minutes to the previous meetings are in a folder in the boathouse and are [posted on the website](#).

## Club Location

Lower Basildon site entrance is opposite Hook End Lane on the A329. The nearest postcode is RG8 9ND. GPS: [51.5110, -1.1284](https://www.google.com/maps/place/51.5110,-1.1284).



Location: Between Lower Basildon and Streatley

## Getting Updates About the Club

Regular newsletters are emailed to Club members so please make sure the Club membership secretary has your latest email address ([membership@goringgapbc.org.uk](mailto:membership@goringgapbc.org.uk)).

The club's website ([goringgapbc.org.uk](http://goringgapbc.org.uk)) is regularly updated with information about the club's activities. It has all the latest news, club history, safety notices, membership forms, rowing conditions, club calendar with club sessions and social events, events and links to rowing sites. You'll also find details about the bi-annual Goring & Streatley regatta, including how to sign up and book a training session.

We use an online platform called FitClub for managing club sessions and booking boats. Please sign up and add yourself to Goring Gap Boat Club so you can receive updates on club sessions, be allocated to outings and to book your own crews and boats. It is also used for allocating Session Managers and Coaches. If you have any difficulty in accessing or using FitClub, please contact the Captain of Rowing, Richard Berkley.

- <https://www.fitclub.me>

We also have a Facebook Group available to all club members for communicating with each other.

To join the group click **+Join Group** below the cover photo and an administrator will add you to the group:

- » <https://facebook.com/groups/GGBoatClub>

You can also find the club on Twitter, especially around regatta time:

- » <https://twitter.com/GoringGapBC>

For those who are session managers, there is a WhatsApp group that will keep you up to date with important information you need to know about club sessions. So please let the Club membership secretary know if you are a session manager and want to join this group. A Session Manager's responsibilities, on any particular day, can be seen on the following link:

<https://docs.google.com/document/d/1kYKstV-b7PVSvUz4eG htW6PWdH6URnV/edit>

There is also a members' forum where members can discuss any topics about rowing and the club. Notification of the forums will be posted on Facebook and in the regular newsletter. If a member has an item that they would like included on the committee meeting agenda, please send requests to the Secretary ([secretary@goringgapbc.org.uk](mailto:secretary@goringgapbc.org.uk)).

## The Origins Of The Club

In 1988 John Calvert bought a single scull from Eton College. This prompted a group of 8 friends to follow suit and buy sculls for themselves. This was the informal start of the boat club with the Catherine Wheel pub as headquarters. The Catherine Wheel teams won the Wallingford Pub Regatta from 1991 to 1994 (the Blades received as prizes are displayed on the wall at the Catherine Wheel to this day). In 1991 the new rowing enthusiasts and their friends decided to revive the Goring and Streatley Regatta, last held in 1913. Following the very successful revival in 1992 the Goring Gap Boat Club was formed with the aim of encouraging local people to use the river in unpowered boats.

The Regatta has now grown into one of the major events in the area and the income has allowed the Boat Club to buy a range of boats including fours, sculls and punts. The club has always attached great importance to historical links with the area, the river and associated activities. Members have obtained a number of the original cups and photographs of the early regattas, which are displayed in the Boat Club tent at each Regatta.

In the early days the club was based at Thames Bank in Goring (then a Nursing Home) and continued to grow and thrive as an active boating club, and social meeting ground. Unfortunately, Thames Bank was redeveloped and our days at our first home were numbered. The Swan Hotel at Streatley then came to our aid. Attempts at obtaining planning permission for a permanent home there failed. It was at this stage that The Oratory School offered us a temporary home at Hardwick, near Whitchurch, where we shared their boathouse for a few years before constructing our temporary home on a nearby site with the agreement of Hardwick estate.

We remained at the temporary site for several years but finally in November 2017 building work began on our long-awaited permanent home in Lower Basildon. In January 2019 we relocated to our new permanent site where a four-bay boathouse has been constructed. The boathouse is still incomplete, and further work is planned, adding facilities to the mezzanine floor including changing rooms, kitchen and training room, when funds are available.

The Club became GGBC Ltd in 2018 for the purpose of limiting the liability of the Club management committee and trustees. All Club members are guarantors of GGBC Ltd and the "guarantee" is limited to £1.

## Goring and Streatley Regatta

The highlight of the club's calendar is the bi-annual Goring and Streatley Regatta. Details of the next regatta will be posted on the club website. The objective is to introduce individuals to the joys of rowing and competition and involve the community in its activities. The success of the regatta relies entirely on volunteers. We therefore expect all club members to volunteer some time to carry out

various tasks pre and/or during the event. As a member your help is very much needed and valued. Here's how you can help:

### Wet side (the rowing)

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This involves the regatta training prior to the big day - we have 4-5 weeks of intensive training. Sessions are run every evening during the week and are great fun. We always need experienced coxes (we can provide training if required), land crew to organise the boats, people and car parking, and help with taking booking and sorting out entries. On regatta day it's more coxing duty, race control and organising crews.

### Dry side (everything else)

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Key to the success of the regatta is the involvement and support of the local community. Organising the regatta site is a big undertaking and any help is always welcomed. Tasks include:

- Setting up the site and clearing it away again afterwards.
- Organising gazebos.
- Organising the entertainment and stalls.
- Advertising the event.
- Arranging sponsorship and participation from the local community.
- Organising the trophies.
- Running the bar.
- Access control and running of the site on the day.

Both the wet and dry side activities require a great deal of time and commitment from the membership. The more people that help the easier it is - it's also great fun!

If you have any questions or ideas for the regatta, please get in touch with the regatta chair - [regattachairman@goringgapbc.org.uk](mailto:regattachairman@goringgapbc.org.uk).



## Rowing at GGBC

GGBC offers the following club rowing sessions and other opportunities to members.

### Main Club Sessions

Summer	Winter
Saturday 9am	Saturday 9am
Sunday 10am	Sunday 10am
Tuesday 6pm to 8pm	
Wednesday 9:15am	Wednesday 9:15am
Thursday 6pm to 8pm	

We manage these sessions with volunteer session managers. If you want to row in organised crews, we recommend that you show your availability on FitClub. Please arrive 10 minutes before the session start time.

### Who are these sessions for?

All members are welcome at these sessions. The ethos of the club is friendly and inclusive, so experienced rowers are expected to help train new members. That might mean taking a seat in a boat of beginners or coxing the tub.

### Rowing outside of club sessions

NO beginner or inexperienced rower should go out unaccompanied AT ANY TIME. Anyone wanting to use Club equipment outside of Club sessions must have approval from the Captain of Rowing ([captainofrowing@goringgapbc.org.uk](mailto:captainofrowing@goringgapbc.org.uk)).

Outside sessions, rowers must follow the [Rowing Outside Club Sessions rules](#). In summary:

- Those wishing to row out of hours must arrange to be self-sufficient, e.g. able to handle boats and cox if needed.
- Small boats are not allowed to go out alone during the winter months (between 1st November and April 30th) unless the Captain of Rowing approves.
- You should complete a capsizing drill at the first available opportunity
- When [Cold Water Rules](#) are in force, singles and double sculls are not allowed out alone.

### Go Row Days – Bring a Friend

On the first Sunday of every month during the season, we have a Go Row introductory session for non-members who are interested in learning to row. All are welcome, so please bring a friend.

## Volunteering

We keep our fees low by encouraging all members to support the club by volunteering to maintain the boathouse, the surrounding site, our boats and the rowing sessions.

## Rowing Safety

We all need to be aware of safety. Before outings always consult the Safety Notice Board and Outings Notice Board for updates on the club's safety policy and restrictions on rowing.

The club fully implements the [British Rowing RowSafe guide](#). The club Safety Adviser will take all possible steps to ensure that the club remains compliant with the RowSafe guide.

All members are expected to take responsibility for their own safety and the safety of others affected by their activities.

Members should challenge anyone who is behaving dangerously.

All incidents should be reported to the club's Safety Officer.

You must be able to swim 50m in light clothing; if not, you must wear a buoyancy aid when in a boat.

You should be in good health. Rowing is strenuous exercise. Please seek the advice of your doctor if you are unsure.

Coxing is an important skill and we encourage all members to learn. Novice coxes should only steer experienced crews.

Beginner crews must always be with a coach or experienced cox.

The cox **is in charge** and is responsible for the crew and the boat. Coxes must always wear a lifejacket.

The cox must write their mobile number, outing time and expected return time on the session whiteboard.

Every boat must have a mobile phone and the number must be written on the session board. Waterproof plastic phone pouches are available in the safety area.

## Equipment

We must handle our boats with care. Boats are expensive and delicate.

We use a whiteboard between Bays 2 and 3 to coordinate boat repairs. Report any unsafe, damaged or missing equipment so we can label, quarantine and repair it.

**Do not remove components from one boat to fix another.**

Pre-outing boat checks:

- Bow ball - securely fitted, no cracks or splits.
- Heel restraints – in good condition and not frayed. Important for safety.
- Footboard – adjusted to your needs and securely fastened.
- Seat – moves freely and clipped to the runners.
- Bungs, corks and hatch covers - in place and secure.
- Steering equipment - free and has full movement.
- Riggers - no missing or loose fixings.
- Hull and canvas - no significant damage.

When you finish an outing, approach the pontoon slowly to avoid collision.

Wash and check boats for damage after use.

Boats racked outside must always be tied down and never left on slings.

A useful British Rowing video about checking a boat - <https://youtu.be/o-Tpy1734mY>

## Launches

Everyone on a launch **must** wear a buoyancy aid at all times.

Launch drivers **must** attach the engine kill-cord.

Ideally, launch drivers should have a RYA level 2 Powerboat Handling Certificate, but it is better to have competent launch cover than not. Only adults can ride the launch. Wherever possible, two people should be on the launch to provide extra safety cover.

Launches must carry the following equipment:

- A sound signalling warning device - air horn.
- A throw line.
- Thermal exposure blankets.
- A basic first aid kit.
- A sharp knife.
- A paddle and boat hook.
- Spare engine kill-cord.
- Anchor and line.

## Environmental Conditions Affecting Rowing

Before a session, the session manager will make a decision as to whether the environmental conditions are suitable for rowing. This decision will be **final**. The decision will be indicated on the session outing notice board so that all members attending the session, including those who arrive later, will know.

Any person boating against this decision does so at their own risk and may be subject to disciplinary action by the Committee.

### Cold Water Rules

Cold water rules are in effect if any of the following are true:

- 1<sup>st</sup> November to 30<sup>th</sup> April
- Water temperature is below 10 °C
- Air temperature is below 5 °C

When cold water rules are in effect, club singles and club double sculls and club pairs may not go out alone.

## River Flow Rules

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Environment Agency warning boards must always be respected. As a guide the river conditions are categorised as follows: See <http://riverconditions.environment-agency.gov.uk/>

- Green Boards (no stream warnings) - all crews can boat
- Amber Boards (stream is increasing or decreasing) - Restricted access to the river. An assessment must be made of conditions on site by an experienced club official before rowing.
- Red Boards (caution strong stream): No rowing for inexperienced crews

When yellow or red warning boards are displayed at Goring and Whitchurch Locks an assessment must be made of conditions on site by an experienced club official, session manager or coach before rowing. There is no rowing for inexperienced crews when red warning boards are displayed.

When the flow rate at Reading exceeds 50 m<sup>3</sup>/s an assessment should be made of conditions on site by an experienced club official before rowing and it is unlikely to be safe to row when the flow rate at Reading exceeds 75 m<sup>3</sup>/s. See the [Gauge Map website](#).

## Weather Rules

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1. There is no rowing during thunderstorms. If thunder is heard during an outing, you must immediately return to the pontoon. Do not recommence rowing until no thunder has been heard within 30 seconds of lightening for at least 30 minutes. Get off the water asap if lightning starts or hide under a bridge
2. As a guide, rowing is unlikely to be safe when the wind speed is sustained at about 20 knots (about 23 mph), or gusts above 35 knots (about 40 mph). See
  - [http://xcweather.co.uk/forecast/Lower\\_Basildon](http://xcweather.co.uk/forecast/Lower_Basildon)
3. No rowing is permitted when fog obscures the far bank from the pontoon and care should be taken when visibility is insufficient to see the bend downstream of the boathouse.
4. During the winter months the risk of hypothermia from wearing insufficient clothing is a REAL DANGER. Ensure that you wear several thin layers of appropriate clothing, preferably with a waterproof garment on top. Coxes, especially, should be well protected, including hats and gloves.

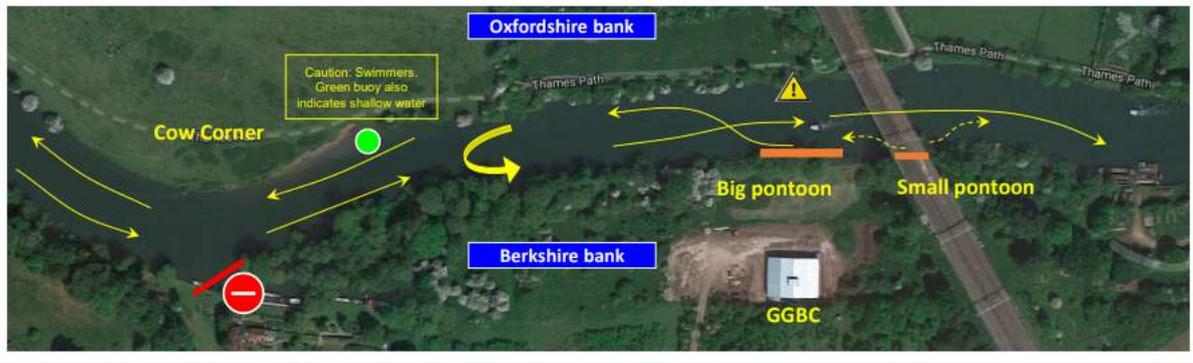
## After Dark Rowing

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Unless permission is specifically given by the Captain of Rowing, boating in the dark is **not** allowed. If rowing in twilight or at night, lights must be used - WHITE lights at the bow and stern of rowing and sculling boats and a 360-degree WHITE light on launches. No one rows alone after dark with or without lights.

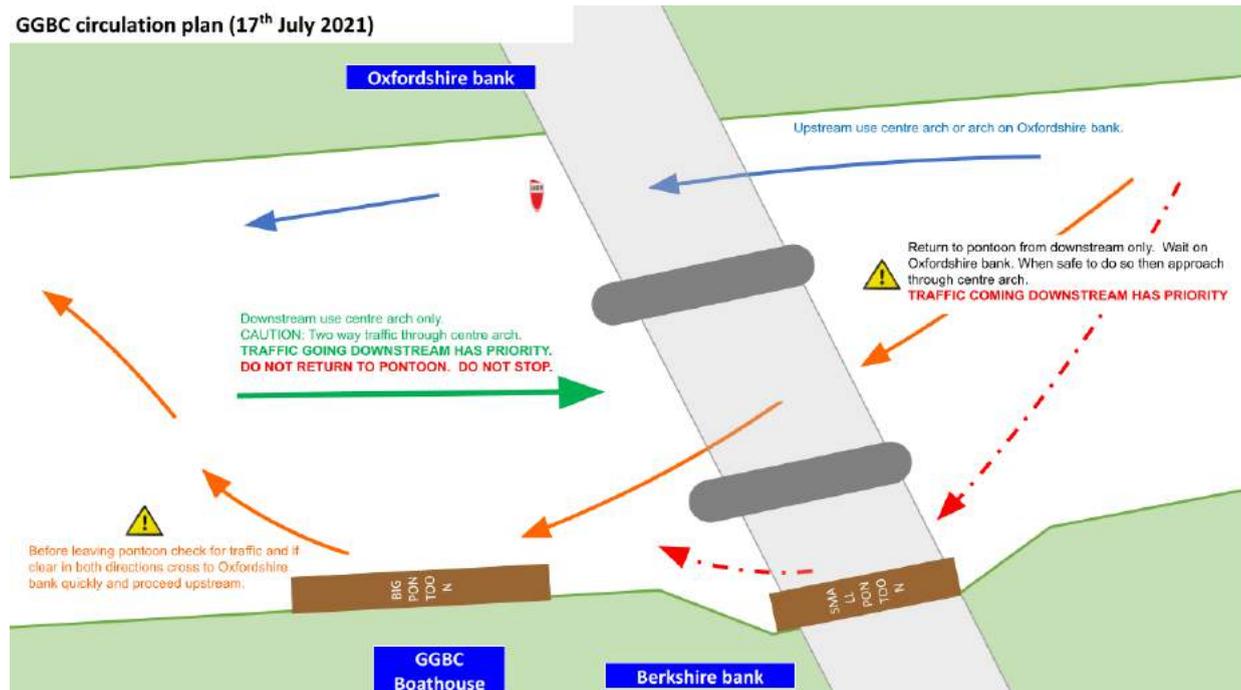
## River Navigation

All boats must follow the rules of the river and **keep to the right-hand side** of the river (looking in the direction of travel). **Boats travelling downstream have the right of way over boats travelling upstream**. When overtaking, move into the centre of the river and overtake on the outside. Always look out for canoeists and swimmers.



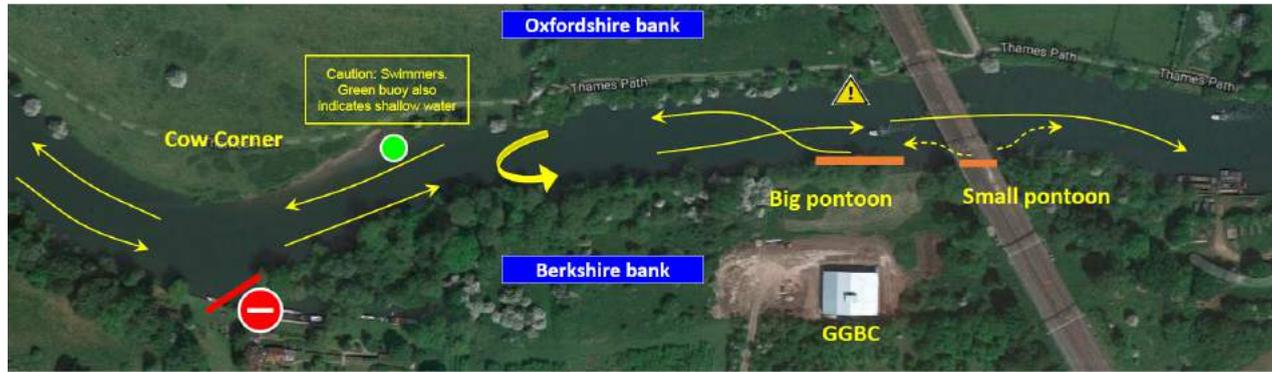
## Goring to Whitchurch reach – THE PONTOONS

### GGBC circulation plan (17<sup>th</sup> July 2021)



## Returning to the pontoon

- **Return to pontoons from downstream only. Do not turn in front of the pontoon, upstream of the bridge.**
- Crews must row downstream, well clear of the bridge before turning.
- Crews must wait downstream of the bridge on the Oxfordshire bank until there is space on the pontoon and it is clear to land.
- Approach the pontoons through the centre arch. Caution: Two-way traffic through centre arch. Traffic coming downstream has priority.
- Do not wait under the bridge.
- When safe to do so then land on the big pontoon.
- Small boats can land on the small pontoon under the bridge. Look out for boats launching downstream from small pontoon.



## Turning

- Never turn directly upstream of the bridge as the boat could be swept into the bridge particularly when a fast stream is running.
- To turn, row upstream to Goring Beach.
- Keep a lookout in both directions for boats and traffic.
- Traffic coming downstream has priority.
- When clear, point bows of the boat into the middle of the river and use the stream to help you turn quickly.
- Row off downstream as soon as possible.

## Rowing Downstream

- Traffic coming downstream has priority.
- Keep a lookout for boats leaving the pontoon.
- No return to pontoon. Keep rowing downstream to turn.
- Use the centre arch ONLY.
- Caution – two-way traffic through the centre arch.
- Do not stop upstream of the bridge.

## Turning Point at Goring (Upstream)

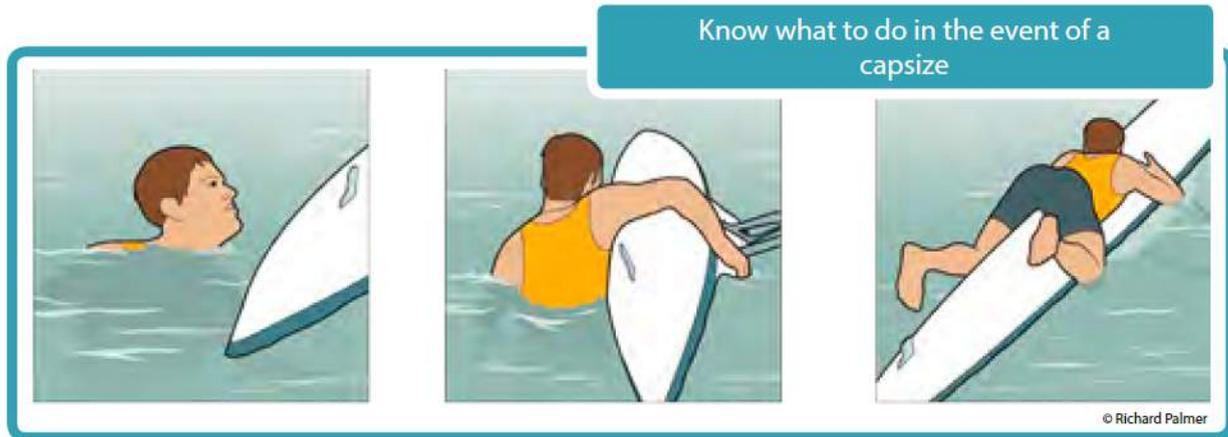
- No boats are to be taken under the Goring bridge at any time.
- Crews should turn at Ferry Lane (the small bridge over the stream).
- Watch out for other boats and leisure cruisers coming through Goring lock.
- Crews wishing to pass through the locks at either end of the reach may only do so with the express permission of the captain of rowing

## Turning Point at Whitchurch (Downstream)

- Turn well before Pangbourne College Boat Club.
- Keep a lookout for crews leaving the Pangbourne College pontoons.
- Crews wishing to pass through the locks at either end of the reach may only do so with the permission of the captain of rowing.



## What to Do if the boat you are in Capsizes



If a boat capsizes...

Get free from the boat

Get out of the water

Get off the water

### **STAY WITH THE BOAT!**

A capsized boat is more easily seen by those coming to help.

A capsized boat provides you with a buoyant raft.

Staying with the boat allows you to pull your body out of the water to reduce rapid cooling.

Staying with the boat allows you to re-enter the boat if you can manage.

In crew boats staying with the boat keeps the whole crew together enabling you to help each other.

Only leave your boat when you know you are safe or that staying with the boat will take you into greater danger or if the boat no longer remains an effective life raft.

All crews must have a mobile phone with them. Use your mobile phone to call for help.

If you are able to do so safely, empty water from the boat and row back to the club.

[British Rowing has a useful video to help you to deal with a capsize and safe recovery.](#)

## Fun Boats

The Club owns several boats that are suitable for more casual river users, they are often referred to as Fun Boats.

- Two punts
- Two tubs
  - Snuffy, rigged for double sculling
  - Jolly Roger, rigged for sweep-oar
- Water Vole, a flat bottomed fixed seat rowing boat that is ideal for leisurely family outings.
- A stable plastic single with outrigger floats
- Two canadian canoes (private boats loaned to the club).
- Two stand up paddleboards

All these boats are for the use of full and fun boat members and their guests.

We have a [WhatsApp group](#) for reserving fun boats.

Paddles, poles, bailers, life jackets and cushions are all stored in the boathouse.

On return, please clean the boat and make sure it is secure and covered.

### Fun Boat Safety

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The club's [navigation rules](#) and [river condition rules](#) also apply to fun boats.

Anyone using the fun boats must be able to swim at least 50m in light clothing, or should use a buoyancy aid. All children under 12 must wear a buoyancy aid while on the water.

Record the outing details on the whiteboard: date, boat used, time of departure, estimated time of arrival

Punts should carry two paddles besides the punt pole.

## Racking Private Boats At The Club's Boathouse

**Renting:** Members may rent a rack in our boathouse if one is available. We allocate racks on a first come first served basis, but we have a waiting list.

Any member wishing to rent a rack must contact the [Captain of Boats](#). Racks are rented annually and are payable in advance via direct debit.

### Racking Fees:

- Single £250 p.a
- Double/Pair £400 p.a
- Four/Quad £800 p.a.

**Liability:** We accept no liability for any damage to boats or privately-owned equipment stored at the boathouse. It is up to the individual to insure their own equipment.

**EA Registration:** All boats used from the boathouse must be registered with the Environment Agency. We will register your racked boats on your behalf at a discounted rate available to British Rowing-affiliated clubs and we will collect via direct debit.

## Volunteering

In order to keep our fees low we rely on volunteers to help maintain the facilities and equipment. A range of skills is needed, so there is opportunity for everyone to get involved, get to know other members, have fun and contribute to the community spirit of the club.

If you would like to learn more about how you can help please speak to a member of the committee or email [chairman@goringgapbc.org.uk](mailto:chairman@goringgapbc.org.uk).

## Club Rules

### Name and Colours

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1. The Club shall be called the GORING GAP BOAT CLUB LTD. hereafter known as the CLUB.

2. The colours shall be Kingfisher Blue and Deep Orange.

### Objectives

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3. The main purposes of the Club are to provide facilities for and promote participation in the sport of rowing in the Thames Valley.

### Running of the Club

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- 4(a) Goring Gap Boat Club is operated by Goring Gap Boat Club Ltd (Company Number 9977977)

- 4(b) GGBC Ltd is limited by guarantee. All members are “guarantors” of the company. Each guarantor’s personal liability is limited to £1.

- 4(c) The limited company Articles of Association (AoA) are registered at Companies House.

<https://www.gov.uk/government/organisations/companies-house>

The Club rules written here are not all included in the AoA. GGBC Ltd will adhere to these Club rules.

- 4(d) The directors of GGBC Ltd are elected annually at the GGBC Ltd AGM. Nominations are the President and Trustee of the boat club, and newly elected committee members (The Chair, Treasurer and Captain of Rowing).

- 4(e) The directors of GGBC Ltd delegate the running of the club to the committee.

### Membership

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- 5(a) Full Members £150 – entitled to all privileges of the Club including the use of boats and all other training facilities under the direction of the Committee or any person authorised by them. Members may bring their own equipment such as paddle boards and canoes.

- 5(b) Junior Members £75 – over the age of 12 but under 18 years of age at the date on which the subscription becomes due are entitled to full member privileges (except for voting rights as per [9] below). However, the Junior Member must be supervised by a parent or legal guardian at all times while on club premises or on the water; the parent / guardian cannot leave their child on the bank while they go rowing. If a Junior Member rows, they must be accompanied by their parent / guardian in the boat.

- 5(c) Fun Boats (Social) £75 – May be permitted the use of non-sliding seat boats, referred to as fun boats, as may be specified by the Committee or any person authorised by them. Fun Boats Members may not bring their own equipment such as paddle boards and canoes.

- 5(d) Temporary Members - May be permitted the privileges of a full member for the use of fine boats for free for a maximum of 2 club sessions upon completion of a Temporary Membership form & Stage 1 induction. Guests of members using Fun Boats may have ad-hoc visits, it is suggested that a £5 donation is made per visit, excluding children and OAPs.

Any person paying an admission fee, to be determined by the Committee, for the purposes of attending the Goring and Streatley Regatta or any other regatta the club organizes, shall be treated as a temporary member of the club for the day or days of such Regatta and during official pre-regatta training. No temporary member shall be entitled to receive notice or attend or vote at any General Meeting of the Club or participate in the management of the Club.

5(e) Honorary Members - The Committee shall have the power to elect as an Honorary member without payment of subscription any person who shall in the opinion of the Committee, have rendered exceptional services to the Club, but such election shall be subject to ratification at the Annual General Meeting or Special General Meeting next ensuing.

5(f) Life Patron - The Committee shall have the power to elect a Life Patron of the Club at such subscription as it by resolution shall decide. A Life Patron shall not be a member of the Club but shall be entitled to avail themselves of such facilities as the Committee shall determine. The privileges of Life Patron, or Honorary Member shall extend for the natural life of the person so elected.

5(g) Student of 23yrs old or less £75 – Will have a discounted Full Membership. The student must be in full time education and hold a valid Student Card.

5(h) Discounted £75 – Will have a discounted Full Membership. This is available for members who are in receipt of a means-tested state benefit.

5(i) Visitor £10 per seat – Visiting clubs using GGBC equipment and facilities. The fee shall be paid in advance.

5(j) Coach and Coxswain - No charge. Membership will be administered by the Membership Secretary but no charge will be made. No use of fine boats or fun boats nor use of own craft will be allowed.

5(k) Racking £250 per single scull racking space – Those using racking must be Full Members and the Full Membership fee (or discounted equivalent where applicable) is required to be paid in addition to the racking fee.

6. Members may be subject to approval by a simple majority of the Committee

7. The Membership Secretary shall send to each member, immediately upon receipt of the membership fee, confirmation of membership together with a copy of these Rules, and shall maintain a list of all members of the Club.

8. The annual subscription of all members shall be due one year after joining/previous renewal. The rate of the subscription shall be determined by the Club at the Annual General Meeting.

9. Junior members shall be entitled to membership of the club at a subscription at a reduced rate as determined by the committee. No member in this category shall be entitled to vote at any General Meeting of the Club.

10. A member whose subscription is not paid by 28 days after the renewal falls due in any year shall be notified in writing. If the subscription shall not be paid by 58 days after the due date that person shall cease to be a member.

11. A member may resign from the Club at any time by giving notice thereof in writing to the Secretary.

12. Membership of the club shall be open to anyone interested in the sport 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.

- » The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- » The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or the sport into disrepute.

No member shall be expelled from the Club without first having the opportunity to appear before the Committee and answering the complaints made against the member and unless at least two-thirds of the Committee shall then vote to expel the member.

13. Child Protection Procedures - The Club accepts the policy and procedures relating to Child Protection, as set out by British Rowing, and requires all members to accept them as a condition of membership.

14. Bullying - The Club accepts the policy and procedures relating to Bullying, as set out by British Rowing, and requires all members to accept them as a condition of membership.

15. Safety - The club activities will comply with the Water Safety Code contained in the rules of British Rowing and the Water Safety Code Guidance Notes as published by the Amateur Rowing Association.

### Administration

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16. The officers of the Club shall be the President and the committee. The Committee shall be elected at each Annual General Meeting and shall hold office until the next Annual General Meeting when they shall retire but shall be eligible for re-election provided they have not been a member of the committee for five consecutive years.

17. The Committee shall consist of: Chairman, Secretary, Treasurer, Captain of Rowing, Captain of Boats, Social Secretary, Membership Secretary and up to 5 other members. The Committee shall assign specific responsibility for various roles to each of the persons on the committee. The number of committee members is defined by the number of roles required and may vary depending on the requirements of the Club each year. Meetings of the Committee may be convened by any Committee member and seven shall be a quorum.

Committee roles may be shared by 2 members. Where they are shared, in the event of a vote, each role carries only one vote and shall only count once towards a quorum.

18. The Committee shall manage the affairs of the Club in accordance with the rules of the Club and define the duties of the several officers who shall in all respects be subject to the control of the Committee. In the event of the President retiring, the main Committee shall appoint a replacement.

19. The Committee may from time to time appoint from among the members such Sub-Committees as they deem necessary or expedient and may depute or refer to them such powers and duties of the Committee as the Committee may determine. Such Sub-Committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the direction of the Committee.

20. The Committee shall have the power to make arrangements for local institutions to enjoy the amenities of the Club and the power to co-opt a responsible member from any such institution onto the Committee.

21. The Committee shall from time to time make, repeal and amend all such bylaws and regulations (not inconsistent with these rules) as they shall think expedient for the internal

management of the Club. All such bylaws and regulations shall be binding on the members until repealed by the Committee or set aside by a resolution of a General Meeting of the Club.

22. Those members of the Club who are appointed by the Committee to supervise training sessions shall be regarded for their period of duty to be ex officio officers of the Club.

### Meetings

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23. An Annual General Meeting shall be held in November in each year, at a time and place determined by the Committee, and notified in writing (or by email) to the membership at least twenty-one days in advance.

The business of the meeting shall be the election of the Committee, the passing of accounts and receiving reports of the Chairman, Captains and Treasurer. Also consideration of any proposed Rule changes and any other business of which notice shall have been given to the Secretary at least fourteen days before the meeting.

The membership shall be notified in writing (or by email) of the business of the AGM, including proposed rule changes and any other business, at least seven days prior to the meeting.

All notices required by this Rule shall be deemed to have been given if sent to the address of the member as recorded on the Club records.

24. The Committee may at any time and shall on the requisition of any 10 members, stating the purpose for which it is required convene an Extraordinary General Meeting for any specific purpose. The notification requirements shall be as stated for an AGM in Rule (22)

25. The financial year of the Club shall be from 1st October until the following September 30th.

### Amendment of Rules and Dissolution

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26. The Rules may be altered or repealed or new Rules may be made by resolution at an Annual General Meeting or Extraordinary General Meeting duly summoned for that purpose, provided that no such resolution shall be deemed to have been passed unless carried by a majority of the members present and voting thereon.

27. If at any General Meeting a resolution for the dissolution of the Club be passed by a majority of three quarters of the members present and such resolution shall at a Special General Meeting held not less than one month thereafter be confirmed by resolution passed by a majority of 75% of the members voting thereon the Committee shall thereupon and at such resolution proceed to realise the assets of the Club.

After discharge of all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst Members of the Club, but shall be given or transferred to one or more of the following:

- i. to another Club with similar sports purposes which is a registered CASC and/or
- ii. to another Club with similar sports purposes which is a registered charity and/or
- iii. to British Rowing Limited for use by them for related community sports.

By completion of such transfer the Club shall be dissolved.

## Appendix 1 – Emergency phone numbers

Emergency Services – 999			
Medical Help			
Royal Berks Hospital A&E (Reading)		0118 3225111	30-40 min journey time
<ul style="list-style-type: none"> <li>• 21 Craven Rd, Reading RG1 5LE</li> <li>• Open 24x7</li> </ul>			
West Berkshire Community Hospital (Thatcham)		01635 273300	30 min journey time
<ul style="list-style-type: none"> <li>• London Rd, Benham Hill, Thatcham RG18 3AS</li> <li>• Open every day 8am-10pm</li> </ul>			
John Radcliffe Hospital A&E (Oxford)		0300 304 7777	40-50 min journey time
<ul style="list-style-type: none"> <li>• Headley Way, Headington, Oxford OX3 9DU</li> <li>• Open 24x7</li> </ul>			
The Goring & Woodcote Medical Practice		01491 872372	5 min journey time
<ul style="list-style-type: none"> <li>• Red Cross Rd, Goring, Reading RG8 9HG</li> <li>• Open Mon-Fri 8am-6:30pm</li> </ul>			
Boathouse Surgery (Pangbourne)		0118 9842234	5-10 min journey time
<ul style="list-style-type: none"> <li>• Whitchurch Rd, Pangbourne, Reading RG8 7DP</li> <li>• Open Mon-Fri 8am-6:30pm</li> </ul>			
Thames Valley Police			
Non-emergency calls <b>101</b>			
Locks			
Goring	01491 872 687	Whitchurch	0118 984 2448
Cleeve	01491 872 608	Mapledurham	0118 941 7776
Club Officials			
Chairman	Iain Cheyne	07941 574338	
Safety Adviser	Joel Penrose	07866 617736	
Welfare Officers	Juliet Rushent	07786 261920	

## Appendix 2 – Useful links

### Committee minutes

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- <https://drive.google.com/drive/folders/1xKxwnEGLJdEm2KCdvEPdEbnR1Caxc7ce?usp=sharing>

### Rowing Outside of Club Sessions

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- [https://docs.google.com/document/d/1lfzbnZ\\_cJdQnRTcQHJtVRZ3lbSBoJWhWm10cFk9RzWM/edit?usp=sharing](https://docs.google.com/document/d/1lfzbnZ_cJdQnRTcQHJtVRZ3lbSBoJWhWm10cFk9RzWM/edit?usp=sharing)

### Boat safety videos

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- Checking a boat on YouTube - <https://youtu.be/o-Tpy1734mY>
- GGBC pre-outing boat checks - <https://www.youtube.com/watch?v=-uKDDJPGk74&t=39s>
- GGBC post-outing and boat racking - <https://www.youtube.com/watch?v=MniQzMYc3Tg>
- British rowing capsized drill and recovery - <https://www.youtube.com/watch?v=A6un3TkbQUQ>

### Session managers

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#### Checklist of responsibilities

- [https://docs.google.com/document/d/1Fzh\\_7F0ABspnrftBPCULGG3Xcv9PhacnriVicdxM96Y/edit](https://docs.google.com/document/d/1Fzh_7F0ABspnrftBPCULGG3Xcv9PhacnriVicdxM96Y/edit)