FISHGUARD BAY YACHT CLUB

(Founded 20th March, 1947)

CONSTITUTION AND RULES

April 2026

1. NAME AND AIM

The Club shall be called the FISHGUARD BAY YACHT CLUB (hereinafter referred to as the CLUB) and the object of the Club shall be to encourage and advance the Art of Sailing and the Navigation of small craft.

2. BURGEES

The Club burgee shall be triangular with red, white, and green sunrays superimposed with a black herring, head to hoist and tail to fly. The Commodore's burgee shall be swallow tailed with the same colours; the Vice Commodore's burgee shall have the addition of one black ball in the upper corner of the hoist; the Rear Commodore's shall have two black balls – one at each corner of the hoist; and the immediate Past Commodore's burgee shall be rectangular in shape. All burgees must be obtained through the Club.

3. MOTTO

The CLUB motto shall be 'URGETE INTREPIDE'.

4. OFFICERS

The Officers shall consist of a COMMODORE, VICE COMMODORE, REAR COMMODORE, SAILING CAPTAIN, CHAIRMAN, HONORARY SECRETARY AND HONORARY TREASURER, who shall, when possible, be Boat Owners or Part Boat Owners. All Officers shall be 'ex officio' members of all committees.

5. ELECTION OF OFFICERS

(a) All Officers shall be elected by ballot at the Annual General Meeting, and shall remain in office until the conclusion of the next Annual General Meeting. (Voting – see Rule 20).

(b) Nominations for these posts must be submitted to the Hon. Secretary 14 days before the Annual General Meeting. The Hon. Secretary will display the names of those nominated, together with the names of proposers and seconders, on the Club notice board 10 days before the Annual General Meeting.

(c) All retiring Officers shall be eligible for re-election, and if seeking re-election need not be proposed and seconded, but must advise the Hon. Secretary of their intention to seek re-election at least 14 days before the Annual General Meeting.

(d) In the event of a vacancy occurring amongst the Officers, either temporarily or permanently, the Executive Committee may appoint one of its members, or any other Club member to act until the next Annual General Meeting, or the return of the Officer.

6. EXECUTIVE COMMITTEE

(a) The Executive Committee, hereinafter referred to as the Committee, shall consist of the Officers, the ‘ex-officio’ members hereinafter defined, (see Rule 8(f), and not more than 8 other members, of whom at least 4 must be Boat Owners or Part Boat Owners, elected by ballot at the Annual General Meeting.

(b) Nominations must be submitted in accordance with Rule 5(b).

(c) All members shall retire annually, but shall be eligible for re-election as Rule 5(c).

(d) The Committee shall be responsible for the management of the affairs of the Club as a whole; the coordinating of the work of all other committees and the employment of such staff as may be necessary. It shall be empowered to make such Bye-Laws and Regulations relating to the Club premises as it shall consider to be in the best interests of Club Members. Such Bye-Laws or Regulations shall be displayed on the Club notice board.

(e) The Committee is empowered to appoint any sub-committee for any purpose which it deems necessary.

(f) The Committee shall control all financial affairs of the Club.

(g) The Committee shall be responsible for ensuring compliance with Licensing Laws.

(h) The committee may co-opt any Member of the Club to fill a vacancy or provide additional strength to the Committee for a particular purpose decided by the Committee, but any such co-opted member shall cease to be a member of the Committee immediately before the Annual General Meeting, and shall not be regarded as a member eligible for re-election except as in Rule 5(b).

(i) Any Member of the Committee who absents himself or herself from meetings of the Committee for three consecutive meetings without the leave of the Committee (by a simple majority in case of a vote); shall upon the third such meeting thereupon cease to be a Member of the Committee.

7. SAILING COMMITTEE

(a) The Sailing Committee shall consist of the Officers and up to 8 members (of whom at least 50% must be Boat Owners or Part Boat Owners) and 2 Junior Members.

(b) Nominations must be submitted in accordance with Rule 5(b).

(c) The Sailing Committee shall be responsible for the organisation of all Club Regattas, Races, and the hearing of Sailing protests and all such other Sailing matters as may be necessary for successful propagation of the Club’s objectives.

(d) This Committee may co-opt members in accordance with Rule 6(h).

(e) All members shall retire annually but shall be eligible for re-election as Rule 5(c) except co-opted members as Rule 6(h).

(f) Any Member of the Committee who absents himself or herself from meetings of the Committee for three consecutive meetings without the leave of the Committee (by a simple majority in case of a vote); shall upon the third such meeting thereupon cease to be a Member of the Committee.

8. ENTERTAINMENTS COMMITTEE

(a) The Entertainments Committee shall consist of the Officers and up to 12 Members, plus 2 Junior Members.

(b) Nominations must be submitted in accordance with Rule 5(b).

(c) The Entertainments Committee shall be responsible for the organising of social functions and the provision of any social amenities which are in the interests of the Club as a whole. It shall be responsible for the provision of refreshments, other than sales from the bar as appropriate. Charges shall be determined by this committee.

(d) This Committee may co-opt members in accordance with Rule 6(h).

(e) All members shall retire annually but shall be eligible for re-election as Rule 5(c) except co-opted members as Rule 6(h).

(f) The Chairperson of this Committee shall be an ‘ex-officio’ member of the Executive Committee.

(g) Any Member of the Committee who absents himself or herself from meetings of the Committee for three consecutive meetings without the leave of the Committee (by a simple majority in case of a vote); shall upon the third such meeting thereupon cease to be a Member of the Committee.

9. WINES COMMITTEE AND BAR RULES

(a) The Wines Committee shall consist of the Officers and up to 6 other members elected at the Annual General Meeting.

(b) Nominations must be submitted in accordance with Rule 5(b).

(c) The Wines Committee shall be directly responsible for conducting the business of the Club Bar.

(d) This Committee may co-opt members in accordance with Rule 6(h).

(e) All members shall retire annually but shall be eligible for re-election as Rule 5(c) except co-opted members as Rule 6(h).

(f) Any Member of the Committee who absents himself or herself from meetings of the Committee for three consecutive meetings without the leave of the Committee (by a simple majority in case of a vote); shall upon the third such meeting thereupon cease to be a Member of the Committee.

10. MEMBERSHIP

(a) Membership of the Club shall be open to anyone interested in the sport of sailing or boating on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. Membership may however be limited according to available facilities on a non-discriminatory basis.

(b) Membership subscriptions will be kept at levels that will not pose a significant obstacle to participation.

(c) Every candidate for membership (except Restricted membership), must submit an application form to the Membership Secretary. The Committee shall then consider the application form and if approved by a simple majority of those present and voting, the candidate shall be elected.

(d) The Committee may refuse applications only for good cause such as conduct or character likely to bring the Club into disrepute. No reason shall be given to any candidate in the event of their rejection.

(e) The Hon. Secretary or Hon. Treasurer shall send to each newly elected member immediately upon their election, a Membership Card and a Club Rule Book.

(f) An existing member upon their next annual subscription becoming due, or a new member upon election (but not a Junior member in either case) may choose to become a Life Member by giving notice to the Hon. Secretary or Hon. Treasurer with payment of the appropriate fee which shall be twenty (20) times the annual subscription rate for that year.

(g) Any member whose name has been deleted from the list of Club Members as in Rule 11(d) must return their Membership Card, Book of Rules, Club Key (if any), and Club Trophies (if any) to the Hon. Secretary forthwith.

(h) Should a person wish to re-join the Club they must apply in accordance with Rule 10(c).

11. ENTRANCE FEES AND SUBSCRIPTIONS

(a) Every candidate shall pay with their application for membership an annual or other appropriate subscription (refundable if not elected).

(b) A Member joining the Club on or after October 1st in any year shall be deemed to be a fully paid member until December 31st of the following year.

(c) The amount of the subscriptions for the various classes of membership shall be fixed by Resolution at an Executive Committee Meeting of the Club.

(d) All subscriptions (except Restricted Membership) shall become due on January 1st each year (except as in Rule 11(b)). If a member's subscription in the full current amount due for membership of that class for that year remains unpaid at 31st March, then he or she shall cease to be a member of the Club on that date and their name shall be deleted from the list of Club Members. It is the member's responsibility to pay the current fee in full and the Club will not be obliged to refund any part payment made on or before such cessation of membership to any person whose membership has ceased as a result of this rule.

12. JUNIOR MEMBERSHIP

(a) A candidate for Club membership up to 18 years of age shall be eligible for Junior membership. They must apply in accordance with Rule 10.

(b) Junior members on reaching the age of 18 years will be eligible for full membership provided that they have been a Junior member for at least one year.

(c) Junior members shall not have the right to introduce visitors, propose or second candidates, vote at any meeting of the Club, or serve on any Committee, except that they may serve and vote on the Sailing and Entertainments Committees, but shall be considered a full member for the purposes of the rules of the Royal Yachting Association.

(d) Junior members shall not be permitted to order or pay for alcoholic beverages.

13. RESTRICTED MEMBERSHIP

(a) Persons normally resident beyond a radius of 15 miles from Fishguard may apply for Restricted Membership for a period not exceeding one month in any year.

(b) Restricted Members shall not have the right to introduce visitors, propose or second candidates, vote at any meeting of the club, or serve on any committee.

(c) To conform to Licensing requirements a period of two days shall elapse between an application for Restricted Membership and the granting of such application. This provision shall not apply to bona-fide visiting yachtsmen who are paid up members of a Club affiliated to the R.Y.A.

14. HONORARY MEMBERSHIP

(a) The Committee shall have power to elect as an Honorary Member any persons who's Honorary Membership may be considered desirable. Such Memberships shall be reviewed annually.

(b) Honorary Members shall not have the right to introduce visitors, propose or second candidates, vote at any meeting of the Club, or serve on any Committee.

15. HONORARY LIFE MEMBERSHIP

(a) A member who has rendered long and outstanding service to the Club may be elected to Honorary Life Membership. This shall be considered to be the highest honour the Club can award and confers the full privileges of Club Membership on such a Member.

(b) All nominations for Honorary Life Membership shall be submitted to the Committee who shall have the power to make recommendations to a General Meeting.

16. RESIGNATIONS

Any member wishing to resign from the Club shall give notice to the Hon. Secretary to that effect and shall pay all sums of money due to the Club, return their Membership Card, Club Rule Book, Club Key (if any), and Club Trophies (if any).

17. SUSPENSION OR EXPULSION OF MEMBERS

Any infringement of the Rules of the Club, or conduct likely to damage the reputation of the Club shall render a member liable to immediate Suspension at the discretion of an Officer of the Club. The matter should then be referred to the Committee for consideration. The Committee shall be empowered to request the resignation of an offending member, and if such resignation is not forthcoming, may expel the member. The voting shall be by ballot and a two thirds majority shall carry. A member so expelled shall have the right of appeal to a General Meeting to be specially convened for the purpose within 21 days from the date of the expulsion.

18. VISITORS

(a) All members introducing Visitors to the Club must enter the names and addresses of their Visitors into the Visitors Book and sign the entry. The introducing member is responsible for all expenses incurred in the Club by their visitors.

(b) No visitor shall remain in the Club premises after the introducing member has left.

(c) A person residing within a radius of 15 miles of Fishguard may not be admitted to the Club as a visitor more than three times in any one year.

19. MEETINGS

(a) The Annual General Meeting of the Club shall be held in the Clubhouse in February or March. The Hon. Secretary shall notify members of the date, in writing not less than 21 days before the meeting.

(b) The business of the Annual General Meeting shall be:

(i). To read and approve the minutes of the previous Annual General Meeting.
(ii). To discuss matters arising from these Minutes.
(iii). To receive the Commodore's report.
(iv). To read, and if approved, adopt the Statement of Accounts and Balance Sheet.
(v). To elect and induct the Officers.
(vi). To elect the Committees: Executive, Sailing, Entertainments, Wines
(vii). To appoint an Auditor
(viii). To receive any motion of which 14 days notice has been given.
(ix). To consider Any Other Business.

(c) Any 10 members may request the calling of an Extraordinary General Meeting by giving notice in writing, signed by 10 members, to the Hon. Secretary stating the business to be discussed. Such a meeting must be called not later than 28 days from the date of the Hon. Secretary receiving notice thereof. No other business may be discussed at this meeting.

(d) A quorum for any General Meeting shall be 10% of the membership, and for Committee Meetings and Sub-Committees, 50% of the members thereof. In the event of there not being a Quorum present at a General Meeting, the meeting shall be adjourned, but at the adjourned General Meeting the business may proceed irrespective of the number present.

(e) In the event of a Sailing Committee Meeting called for the purpose of hearing a Sailing Protest a Quorum shall be 3 members.

(f) Any member wishing to read minutes of meetings should make arrangements with the Hon. Secretary.

20. VOTING AT MEETINGS

(a) Every question relative to the affairs of the Club (except as otherwise stated in Rules 17 and 21) shall be decided by a simple majority vote of eligible members. (See Rules 10/15). If a vote be equal, the Chairperson shall have a casting vote.

(b) Members unavoidably absent from the Annual or any other General Meeting, may vote by Post to reach the Hon. Secretary on or before the day of the meeting.

(c) No member shall be allowed to vote or take part in any meeting of the Club or its Committees until their subscription for the current year has been paid. When a member owes any sum of money to the Club other than subscription it shall be at the discretion of the Committee whether they be allowed to vote or take part in a meeting.

21. CHANGES TO RULES

(a) Any Member wishing to propose an Amendment, Alteration, or Addition to the Rules of the Club shall give notice in writing to the Hon. Secretary at least 28 days before a General Meeting. The proposal shall be displayed in the clubhouse for at least 14 days before the meeting and shall be referred to in the notice convening the meeting.

(b) If the proposal is seconded, a vote shall be taken and if carried, the amendment, alteration or addition shall become effective immediately. Any amendments, alterations, or additions to the Rules of the Constitution must be carried by a two-thirds majority of the members voting to become effective.

(c) Any Postal Votes received under Rule 20(b) must be included in the count, and shown to be included.

(d) The Hon. Secretary shall inform all members of any changes in the Constitution and Rules by displaying details of same on the Club notice board.

22. STORAGE OF BOATS AND EQUIPMENT

(a) Storage facilities for members' boats and equipment are available up to the capacity of the storage facilities authorised by the Committee. A charge is made for these facilities.

(b) Members storing boats and equipment must do so only in the space allocated to them annually by the representative appointed by the Committee. All such boats and equipment shall bear a clear indication of the owners' identity. The Club, Trustees, Officers, and Committee Members accept no responsibility for the loss of, or damage to any boats or equipment so stored, howsoever caused.

(c) A record shall be kept by the said representative, of members using the storage facilities, and priority in the allocation of such facilities shall be given to members who have used them in the previous year.

(d) Reasonable quantities (as to which the decision of the Committee in the case of a dispute, shall be final) of paint, varnish, and oil, but NOT petrol (except petrol in the tanks of outboard motors which are affixed to, and form part of such motors) may be stored.

23. KEEPING ACCOUNTS

(a) (i) The Hon. Treasurer shall keep correct accounts of all monies received and disbursed on behalf of the Club

(ii) All monies received on behalf of the Club for its general purposes shall be paid into a Bank Account bearing the name or style “Fishguard Bay Yacht Club” maintained by the Club in a Branch of a major High Street Bank approved by the Executive Committee of the Club

(iii) The signatures of two members of the Club appointed by the Executive Committee shall be required to authorise any withdrawal from this account

(b) An Auditor or Auditors shall be appointed at the Annual General Meeting to hold office until the next Annual General Meeting. If a vacancy arises during the year the Committee shall appoint a replacement.

(c) The Auditor shall be an Accountant or other suitably qualified person. He/she may be a member of the Club but must not hold any office or serve on the Committee.

(d) The Audited Accounts shall be presented to the Committee at a meeting preceding the Annual General Meeting.

(e) The Audited Accounts shall be displayed in the Club at least 14 days before the Annual General Meeting.

24. APPOINTMENT OF TRUSTEES

(a) There shall be 2, 3 or 4 TRUSTEES who shall be members of the Club and shall be appointed by a General Meeting. A Trustee shall hold office until he resigns ceases to be a member of the Club or is removed by resolution of a General Meeting.

(b) All property of the Club, other than cash which shall be under the control of the Honorary Treasurer, shall be vested in the Trustees.

(c) The Trustees shall deal with the property of the Club as directed by resolution of the Committee of which a signed entry in the Minute Book shall be conclusive evidence and they shall be indemnified against cost, risk and expense out of Club assets.

(d) Upon dissolution of the club any remaining assets shall be given or transferred to a registered Community Amateur Sports Club, a registered charity or the sport’s governing body for use by them in related community sports.

25. BORROWING MONEY

If at any time the Club in a General Meeting passes a Resolution authorising the Committee to borrow money on behalf of the Club, the Committee shall thereupon be empowered to borrow for the purposes of the Club, such amount of money, either at one time or from time to time, and at such rate of interest, in such form and manner, and upon such security as shall be specified in the Resolution.

26. INDEMNITY OF OFFICERS, COMMITTEES, AND MEMBERS

The Officers of the Club, the Trustees, and the Committee or any Club Member whilst acting in the discharge of any duty on behalf of the Club shall be indemnified by the Club against all costs, losses and expenses which they may incur, or become liable for by reason of any act or deed done by them, or any contract entered into on behalf of the Club.

27. LIABILITY OF THE CLUB

Whilst every reasonable care will be taken on members' property placed in the care of recognised Club staff, the Club shall not be held responsible for any loss or damage that may be sustained by Fire, Theft, Accident, or any other cause.

28. CARE OF CLUB PROPERTY

(a) Members shall not remove from Club premises any article of furniture, furnishing, book, magazine or other article which is the property of the Club, without the prior consent of the Committee.

(b) To avoid unnecessary Committee Meetings the Chairman is empowered in an emergency only, to act on his own initiative with regard to lending Club furniture.

(c) Any Member damaging Club property shall be held liable for the cost of any necessary repair or replacement.

29. POSTING OF NOTICES

No notice or advertisement of any kind shall be posted or displayed anywhere on the Club premises without the authority of an Officer of the Club or the Committee.

30. IDENTITY OF MEMBERS

Any Member shall give his/her name to any Officer of the Club or the Steward if requested to do so.

31. COMPLAINTS

Any Member having cause to complain should report the matter in writing to the Hon. Secretary. Any such complaint will be fully investigated, but complaints made through other channels will not be entertained.

SAILING REGULATIONS

1. All Races and Regattas organised by the Club shall be sailed under the Rules of World Sailing and the Royal Yachting Association unless otherwise stated in the sailing instructions.

2. CLASS BOATS. Boats taking part in all races organised by the club must conform to their individual Class or Association Rules unless otherwise stated in the sailing instructions.

3. CERTIFICATES. Valid Certificates issued by the appropriate Association for boats or recognised classes or in any other cases by the Official Measurer of the Club, must be produced for inspection by the Sailing Captain at the beginning of each season.

4. LIFEJACKETS. Lifejackets/Buoyancy Aids must be worn by ALL persons when on board sailing dinghies, regardless of weather conditions. Wet Suits do not constitute safetygear.

5. OWNER, HELMSMAN AND CREW. The owner and/or helmsman of any boat taking part in Club races must be a Member of the Club.

6. OFFICER OF THE DAY.

(a) An Officer of the Day shall be appointed by the Sailing Committee for each day on which racing takes place. He shall be in sole charge of the racing and whilst in Office shall have the full authority of the Sailing Committee except in the matter of a Protest. (See Sailing Reg. 7).

(b) The Sailing Committee shall produce Standard Instructions for the guidance of the O.O.D. and the O.O.D. shall be responsible for their observance. In the event of the O.O.D. not being available any Officer of the Club may act in his place or appoint a substitute.

7. PROTESTS. The Protest Committee shall be any three members of the Sailing Committee so appointed to act as such.