

Humber Cruising Association Handbook

for Members and Visitors

Amended 17th April 2025

Introduction

The HCA is a not for profit company owned by the full Members and exists for the benefit of the members in pursuit of boating and yachting.

Boats are placed in one of six categories each having a yearly mooring fee fixed from time to time by the Management Committee.

Category No.1 Small boats are those boats under 23ft overall and are berthed on the small boats jetty.

Category No.2 Boats less than 30ft overall.

Category No.3 Boats over 30ft but less than 35ft overall.

Category No.4 Boats over 35ft but less than 40ft. overall.

Category No.5 Boats over 40ft but less than 45ft overall.

Category No.6 Boats which are greater than 45ft overall or greater than 16ft beam are classed as oversized boats

Membership and Berthing for oversized boats maybe considered subject to a berth being available. Requests for this category of berth must be made in writing to the Management Committee.

Measurements are Overall Length of the vessel inclusive of any attachments i.e. inclusive of all overhangs and fixtures e.g. bowsprits, engines and mountings etc.

It is a requirement that all members and visitors provide an accurate Overall Length of their vessel over which the Humber Cruising Association reserve the right to carryout measurement checks as required.

Member's terms of admission and mooring subscriptions in these six categories are reviewed from time to time by the Committee.

All visitors' boats are welcome at the HCA and members are asked to assist visitors in all respects.

This document sets out both rules and guidance. The guidance presents good practice whereas the rules must be followed by members and visitors.

The Committee meets monthly. Members are free to attend Committee meetings but are not free to speak unless invited. Committee meetings are currently held on the 2nd Friday of each month in the club house at 18.30 hours. Minutes of meetings are posted on the HCA Website monthly in arrears.

The Committee members and other volunteers give their time free and do not receive any reward or recompense or expenses through their attendance or other efforts.

The Committee is mindful that many other members also carry out work freely and at their own expense in helping to develop and run the marina.

Members, especially new members, who wish to contribute their efforts to the marina are urged to make themselves known to the Committee or the Berthmasters.

Members are reminded of their responsibility for the safety of their crew and visitors whether on board or anywhere in the marina.

All berths within the HCA assigned to LTV's or Members are None Residential.

Guidelines

- 1.0 Membership of HCA is specific to a nominated person / persons and a nominated vessel. Any member changing their boat are requested to first seek approval from the Committee for the new vessel. It is requested that any prospective change of vessel, change of ownership, change of name, sale, should be notified to the Committee in advance of the event. The berthing Committee will do their best to accommodate such changes whilst being mindful to the needs of the membership as a whole.
- 2.0 Members should ensure that the vessel's name is clearly displayed.
- 3.0 Members & Long Term Visitors (LTV's) are to restrict penning through the lock unless in emergency or to catch tides for HCA approved races, Regattas, fishing matches or on passage. Visitors to the HCA are advised that penning may result in a charge being levied on them by the lock operators (GFDE Ltd). Current charge rates should be checked directly with GFDE Ltd.
- 4.0 Boats filling fuel tanks from cans should move the boat to the fuel berth for the filling operation.
- 5.0 It is recommended that petrol or diesel fuel shall not be stored in quantities greater than 20 litres unless in the properly fitted fuel tank of a boat.
- 6.0 Obstruction to pontoon, fingers or walkways should not occur whether by boat overhang or any other means.
- 7.0 The Berthmaster should be informed if leaving the marina for an extended period, allowing for electric meter readings to be taken.
- 8.0 All boats in the marina should have a marine band VHF radio.
- 9.0 Boats are limited to eight weeks on the hard standing which can be extended after a letter requesting extension has been submitted to the HCA Committee. If no approval is obtained further charges may occur.
- 10.0 Trolleys should be returned to the hard standing as soon as possible after use.
- 11.0 Members returning from long term cruising and who have not paid continuous subscriptions should give 6 months' notice of their return and be prepared to accept such moorings of any which may be available until such time as a proper finger berth becomes available.
- 12.0 Chemical or sea toilets should not be discharged on or into the Marina.

13.0 In accordance with recommendations from the Associations insurers members are advised to remove any furling headsails prior to being lifted out.

14.0 Members are advised that email is now the preferred method of communication, and where HCA administration hold a member's email address all HCA correspondence will be sent to this address. Members are responsible to ensure their correct email address is held on file or have it removed if this form of communication is not desired.

15.0 All necessary precautions should be taken to prevent the outbreak of fire in or upon Boats and within the marina compound.

16.0 In the interest of security all members are advised to challenge anyone seen attempting to enter the marina who is unknown to them.

Rules

The management Committee are responsible for ensuring the implementation of these rules and compliance with the memoranda and articles of association of the company.

Note:- Failure to comply with Association rules will be referred to the Committee and could result in expulsion. Members are therefore encouraged to talk with any Committee member should they have a particular difficulty in complying with these rules.

Members are responsible to ensure that HCA administration hold their correct postal address at all times.

1.0 Insurance

1.1 All members and visitors shall have in force insurance policies covering third party and public liability for themselves and their vessel up to a sum decided from time to time by the Committee. It shall be the responsibility of the member to renew such policies and supply original copies of the policy documentation to the Committee for inspection if requested.

Should the Committee become aware of any uninsured vessel within the marina the owner will be requested to immediately insure the vessel or remove it from the marina.

The current requirement for third party cover is £2,000,000.

2.0 Moorings

2.1 Berths are allocated by the Berthing Committee. Any members requests for a particular berth or to move berth will be considered by the Committee, however whilst every effort will be made to accommodate such request this is NOT guarantee. The member shall move his / her boat to another mooring if requested to do so by the Berthmaster.

2.2 On occasions it may be necessary to temporarily move a vessel to facilitate work within marina or hard standing. Whilst every effort will be made to notify members in advance, this may not always be possible and where necessary vessels will be moved with or without the owner's consent.

2.3 Members & Visitors will keep their boat at all times in a clean, tidy, sound and watertight condition. Each owner shall be responsible for ensuring that his / her boat is adequately fendered (tyres not acceptable) and moored to the cleats provided by means of rope only. If any member considers that the cleats provided or that the mooring is in any way inadequate or unsafe he shall without delay advise the Berthmaster and confirm in writing to the Committee.

2.4 Unauthorised modifications to moorings, fingers, pontoons or any of the facilities provided are not allowed.

3.0 Use of the Marina and Fish Dock

3.1 No commercial enterprises (e.g. angling parties) are allowed to operate from within the marina or leased area without the written permission of the Committee.

3.2 Agreed commercial diving and fishing parties must embark and disembark passengers and gear from the visitor's pontoon.

3.3 Permission is to be obtained from the Berthmaster for the use of outside contractors to work on boats in the marina or yard. Any such contractor must have third party and employer's liability insurance.

3.4 Grinding of steel or grit blasting is not permitted without the written permission of the Committee.

3.5 Members shall not permit or do anything to act in anyway which, in the opinion of the Committee, would prejudice the quiet enjoyment of other marina users.

3.6 Dogs must be kept under proper control at all times, and any fouling must be removed from the premises and the area cleaned immediately.

3.7 No sailing is allowed within the marina and all vessels shall proceed under power when entering or leaving berths. Small dinghies may be used in the marina (not through the CUT into the fish dock).

3.8 The speed limit in the marina is 4 MPH.

3.9 All Children are required to be properly supervised at all times, and the wearing of buoyancy aids is advised.

3.10 Members will provide sufficient crew to assist lifting and launching boats. All rubbish and or waste generated whilst working on boats in the yard must be cleared and tidied up prior to being lifting back in.

3.11 No caravans, trailers or commercial vehicles are permitted in the yard at anytime, except with the express consent of the Committee. The Committee authorises the Berthmasters to use their discretion in permitting commercial vehicles in the yard for delivering boats and other purposes. Cars must not be parked in the marina for more than 24 hours unless members are on their boats in the marina or away cruising.

- 3.12 No member or visitor will use the marina as a residence.
- 3.13 No member or visitor will sublet any mooring or berth.
- 3.14 All moorings are non transferable.
- 3.15 The gates to the Marina must not be left wedged open at any time.
- 3.16 Any person or persons causing damage by accident or negligence to any association equipment or facilities either on the land or water side must report it immediately to the relevant association personal. Any intent or wilful damage will result in the person or persons being expelled from the association.
The association has the right to request remuneration costs for any items of damage regardless of the cause.

4.0 Fees

PAYMENTS AND POWER OF SALE

Members / Visitors must promptly pay all amounts due in respect of services rendered on the due date. Failure to comply could lead with the Management Committee authorising the suspension of services and retention of the vessel.

Boats / Goods left at the Marina are subject to the **TORTS** (Interference with Goods Act 1977) which confer on the Association a right of sale of those Boats / Goods.

4.1 The financial year for members mooring fees run from 1st of April until 31st March. All fees and levies may be paid by debit/credit cards (preferred) or by cheque or cash, cash limit of £250.00 per single transaction allowed only.

4.2 Members shall pay promptly and within 28 days all fees and levies due as authorised by the Committee or a £20 late payment fee will be charged on all overdue accounts. The Committee reserves the right to expel forthwith any member who without the Committee's consent shall allow their account to be in default for greater than three months, returning the owner's loan as soon as practical after the expulsion, less any mooring or other charges due. Boats remaining in the marina after expulsion will be charged at visitors' rates.

4.3 Member's mooring fees are charged on an annual basis and are due in full on the 1st April each year despite any concession allowing payment in two tranches. If payment is made in two parts, the second half shall be paid on or before the 30th of September in the same year. Any such payment shall attract a surcharge of £20 to cover interest and administration charges.

4.4 Members who do not use a berth from 1st April to 31st of March will not be liable for mooring fee, but will be required to pay a £100 Membership Fee Per Year to maintain berth availability when required.

4.5 Members leaving or selling their boat prior to the 31st of March are not entitled to any refund of fees paid.

4.6 Members with boats leaving the marina for 12 months or more or members without a boat for 12 months or more will be credited on re-entering the marina with unexpended mooring fees paid in advance, and unused. On a pro rata time basis, provided fees including the yearly membership have been paid in advance within the normal terms of business.

4.7 All services and goods will be paid for on delivery by cash cheque / debit card at the point of sale. The Berthmasters are instructed by the Committee to enforce this rule at all times except in an emergency. When ordering fuel, lifts etc. members are required to respect the Berthmasters working hours and to ensure they have funds to hand.

4.8 Mooring fees for new members joining after the 1st April shall be pro rata to the 31st of March. No refunds will be paid on leaving the club for whatever reason.

4.9 Members who intend to leave during a year and do not expect to return until the following year or later, may elect to pay mooring fees at visitor rates for the period 1st April until they leave the marina.

4.10 When a member temporarily has a second boat because one is for sale he or she will be liable for two full fees. The Committee may authorise a refund of fees (in respect of the boat which is sold) on a monthly pro rata basis provided that the member has paid within normal terms of business and the second boat is in the marina for no longer than 6 Months. When the second boat is in the marina in other circumstances, visitors' rates will apply.

4.11 Small boat members who acquire boats over 23 feet LOA will pay at visitors' rates until such time as they become full members.

4.12 Disputes as to the application of these rules in relation to the charging of mooring fees or other charges to members or visitors will be decided by the treasurer in consultation with the Committee.

VISITORS TO THE HCA.

4.13 Visiting boats may stay for maximum 2 weeks which may be extended by a further period by applying to the Berthmaster. LTV status will only be granted once approved by the Berthing Committee. LTV status will be on a maximum of 6 months renewable contract.

4.14 Visitors to the marina paying the daily rate are allowed free electricity. All other visitors shall be charged for whatever they use.

4.15 LTV's paying at one of the discounted rates must pay in advance for any discount period.

4.16 Visitors with at least 6 months paid time at the marina accumulated over a two year period can subsequently apply for membership and if accepted shall be charged at a rate for members from the date of their joining. Any excess monies already paid, as a visitor, will be set off against their mooring fees as members. Whilst a LTV can apply to become a member at any time their application will not be considered for 6 months.

5.0 Refuse

5.1 No refuse shall be thrown or permitted to fall overboard or be left on the pontoons, jetties hard standing or car parks. No oil, diesel, petrol, paint, or harmful substance or material is discharged on or into the Marina. Such substances must be disposed of only where the appropriate receptacle is provided. Where a receptacle is not provided users must remove such materials and dispose at a suitability licensed collection point.

5.2 All members and visitors will deposit galley waste in the designated container. Any food waste from outside the EEC must be double bagged and put aside for special disposal.

5.3 Skips are provided for boat waste only, under no circumstances should offsite or trade waste of any kind be disposed in them.

6.0 Lock Procedure

6.1 All vessels leaving or entering through the Fish Dock must do so under power. Sailing or motor sailing is not permitted.

6.2 Members wishing to leave the marina must first call the lock keeper (Fish Dock Island, Ch74) and ask for permission to leave. No vessel should pass through the CUT without having obtained permission to do so from the lock keeper, and caution should be exercised as there may well be other vessels manoeuvring within the fish dock. Listening watch must be maintained on Ch74 until clear of the Fish Dock. When entering the lock from the river, the same rules apply.

7.0 Amendments

7.1 This document will be amended from time to time and an up to date copy will be available for inspection in the Berthmasters office and on the HCA website.

7.2 Members are invited to suggest improvements to these rules by participating in the AGM (usually in March each year) or by raising issues with Committee members at any time. The Berthmasters will be pleased to give members a list of Committee members with contact details. The Berthmasters are on duty each day from 08.00 to 16.00 hrs.