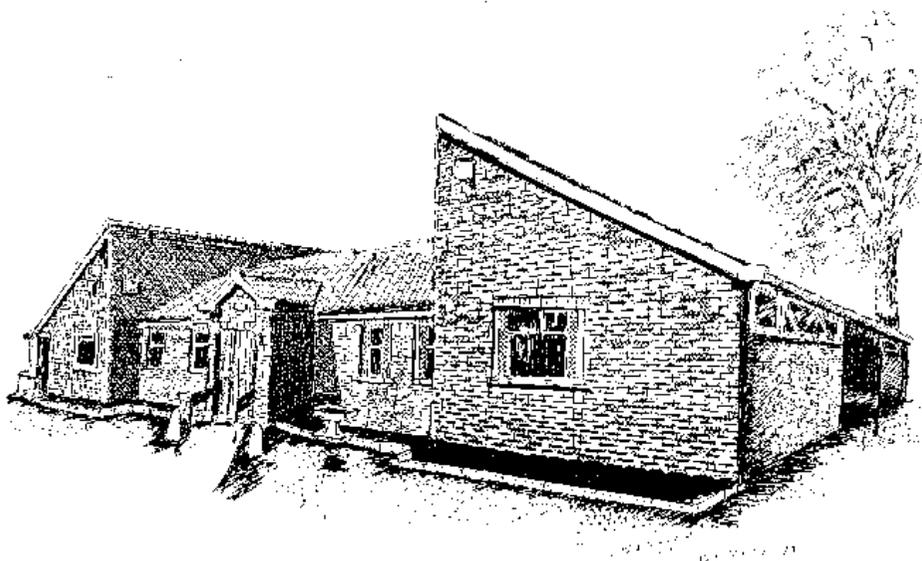
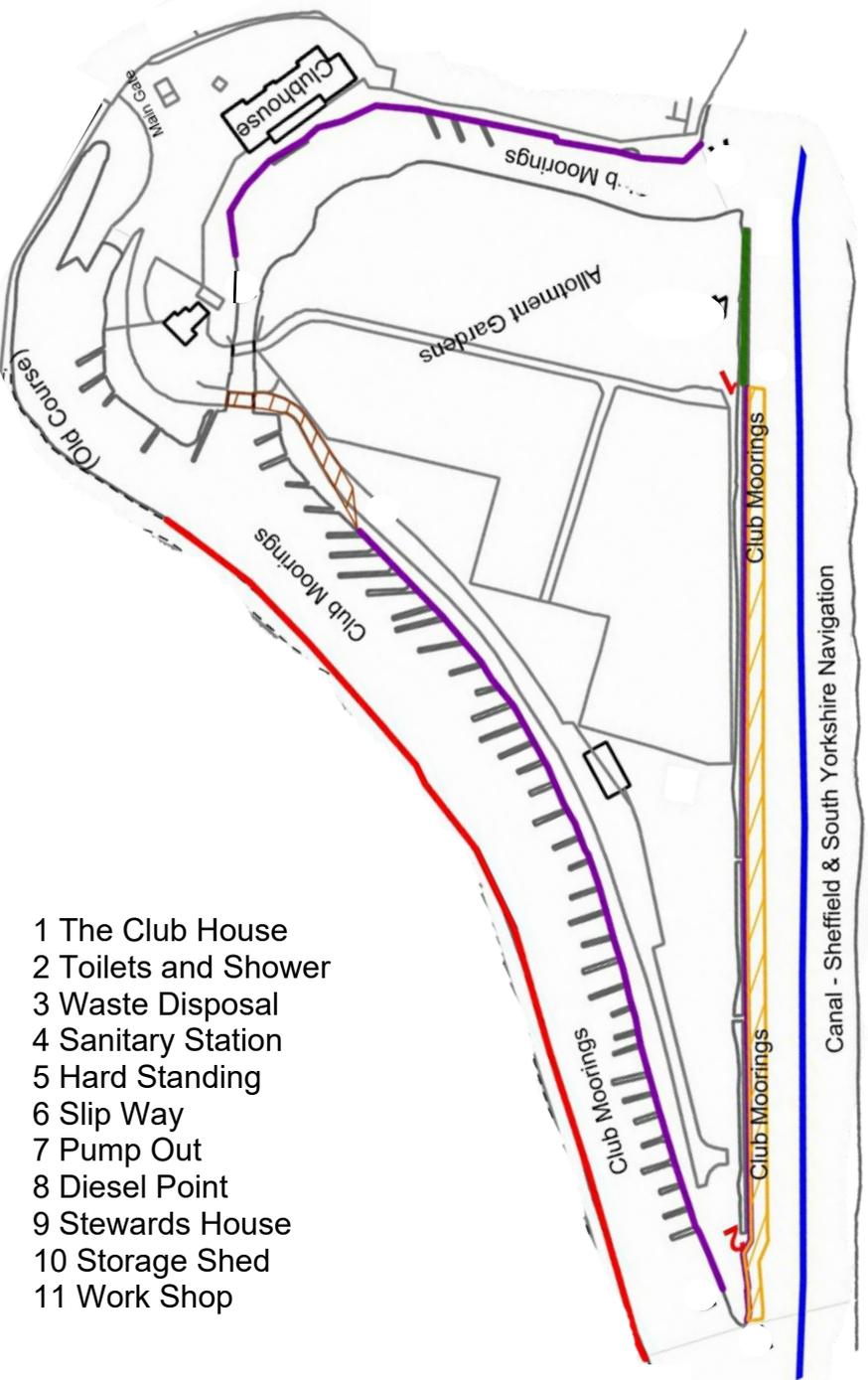


# ***STRAWBERRY ISLAND BOAT CLUB***



**New Member Handbook**



- 1 The Club House
- 2 Toilets and Shower
- 3 Waste Disposal
- 4 Sanitary Station
- 5 Hard Standing
- 6 Slip Way
- 7 Pump Out
- 8 Diesel Point
- 9 Stewards House
- 10 Storage Shed
- 11 Work Shop

Canal - Sheffield & South Yorkshire Navigation

# Welcome from the Management Committee

Welcome to the Strawberry Island Boat Club. This booklet has been produced by the Management Committee to explain how the Club operates and what we expect from our members.

The Club is a non-profit making organisation. Any profits which are made from our activities are re-invested into the Club for the purpose of development of the Club and improving the facilities for our members.

The Club was founded in 1969 by Mr. William H Kelly, a former Mayor of Doncaster and Mr. John Martin, Head of Woodfield High School, both of whom had a keen interest in waterways and saw the potential of the Strawberry Island site.

Years of hard work by members have produced the Club facilities we are all able to enjoy and benefit from today. If you would like to know more about the history of the Club you may find this on the website:-  
[www.strawberryislandboatclub.co.uk](http://www.strawberryislandboatclub.co.uk)

The ethos of our founder members is still very much alive. All members are expected to contribute time and energy towards the upkeep and maintenance of the Club. In this way we can keep the costs of running the club as low as possible which in turn allows us to provide moorings and maintenance facilities at affordable prices.

The first year of membership is a probationary period. Subsequent membership is granted at the discretion of the Management Committee. No fees or subscriptions will be refunded.

Probationary members have full access to all of the Club facilities and are expected to participate in Club activities. They are eligible to attend the AGM or any Special General Meeting and are able to vote at those meetings.

Probationary members are not eligible to hold a permanent boat mooring, but may be able to make use of a temporary mooring at the discretion of the Harbour Master.

Please be aware that future subscriptions are from the 1st January to 31st December. Subscriptions in arrears at 14th of February shall result in forfeiture of membership.

We hope you enjoy your membership and look forward to supporting you to become an active and valued member.

We hope you will find this booklet useful and if you can think of ways in which it can be improved please let us know.

# Structure and Club Administration

The affairs of the Club and the control of Club funds and the bar are administered by a Management Committee consisting of the Officers and not more than 12 members of the Club. These members volunteer their time to ensure that the Club is run in the best interests of all of its members.

## **The Officers:-**

Commodore, Vice Commodore, Rear Commodore, Harbourmaster, Secretary and Treasurer, each of whom is elected by the membership for a term of one year. To be an Officer of the Club the candidate must be a full member of the Club and have served on the Management Committee for at least one year. In addition the retiring Commodore shall proceed to the position of Past Commodore for a period of one year and is able to attend Management Committee meetings in a full voting capacity.

## **Committee Members:-**

No more than 12 full members of the Club who have been members for at least a year. Committee members are elected at the AGM with the six longest serving Committee members retiring each year. In addition the Membership Secretary and Social Chairperson are full members of the Management Committee. These are elected each year.

The Officers of the Club, six Committee members, Social Chairperson and the Membership Secretary are elected each year at the Annual General Meeting which takes place in March. Retiring Officers, Social Chairperson Membership Secretary and Committee members are able to stand for re-election.

The Management Committee have the right to appoint a President and Vice President of the Club who shall serve for a period of three years, after which they are eligible for re-appointment.

In addition there are four trustees of the Club appointed for life by the Management Committee.

Each member of the Committee takes on responsibility for various aspects of running the Club. A full list of who has responsibility for what is published in the 'Punnet', our Club magazine which is published three times a year and available from the Club House. It can also be found on the Club website .

Photographs of the Management Committee are displayed in the Club House. If you need to know anything regarding the Club please feel free to ask any member of the Committee and they will be only too pleased to help.

# AWCC

Membership of the Club means that you automatically become a member of the AWCC

## **What is the AWCC?**

The Association of Waterway Cruising Clubs (AWCC) is a grouping of individual and independent clubs which offer their members facilities related to boating on the inland waterways of the United Kingdom.

Membership of the AWCC is open to all UK clubs in this sphere, whether they have a defined physical location and base (i.e. moorings and/or clubhouse). Membership of the AWCC is not open to individual boaters.

## **What are the benefits of AWCC membership?**

There are benefits from membership of the AWCC for both clubs and their individual members.

For clubs, membership provides access to the expertise and shared experience of both the national AWCC officers and members and officers of other member clubs. In particular, the AWCC has experienced officers who can represent the interests of member clubs, either individually or collectively, with other organisations and government departments, including the Canal & Rivers Trust, and the Environment Agency.

The AWCC have officers who sit on a number of national waterways advisory bodies, and can thus represent the interests of member clubs in those forums.

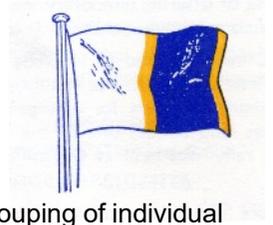
For individual club members, the AWCC offers reciprocal arrangements with other member clubs, including emergency help while out cruising, access to temporary moorings for overnight or longer stays as well as use of other facilities and clubhouse access.

Clearly these facilities will depend on what each club is able to offer, and each club is free to determine its own rules and charges for use of the facilities.

Members of AWCC clubs have access to contact details for each club to make arrangements before visiting other member clubs.

Strawberry Island Boat Club has always had close ties to the organisation and in fact 3 of our members are on the North East Region Committee - Chairman, Secretary & Quarter Master. This is in addition to our Club rep., which each club in the region has and who attends regional meetings.

It is useful to have access to the AWCC website in order to get up-to-date news and information. If you wish to have access, see the Club AWCC representative who will set this up for you by using your email address.



# Ways You Can Help and Support the Club.

## Boat Licence

All boats have to be licensed by the Canal and River Trust. It is beneficial to the Club if you purchase or renew your licence through SIBC. We receive a 5% commission which is a valuable source of income to us, yet at no extra cost to you.

To obtain your licence you will require the services of any committee member (during bar opening times only). You may pay by cheque (Made out to C&RT), credit card or cash. **Please enclose a copy of Insurance and Certificate of Compliance (If required).** All applications are dealt with swiftly and the moment you have your receipt your boat is licensed.

## Volunteering and Participation - a condition of membership

The more work which is carried out by members the more our members benefit; hiring in contractors can be expensive. Every member has skills which can be used to support the Club - volunteering does not have to be onerous as many hands make light work. It can be fun and is a great way of getting to know other members.

There is a steady stream of repairs and renewals which require carrying out to maintain and improve the Club and its facilities. These notes are intended to explain how members can participate in these activities as we appreciate that some members may be unaware of the different methods of involvement and the variety of jobs which are available to members of all ages and abilities. **This can be especially so for new members.**

## Weekend Work Parties - (usually on a Saturday)

A number of the larger projects are carried out by organised work parties, the dates of which are advertised in the Club House, on the Club website and in the Punnet. All you need to do is turn up at the appointed time; all of the necessary tools and equipment will be provided by the Club. A variety of tasks will be available ranging from digging holes to making the tea! You do not have to attend for the whole weekend. A Committee member is responsible for arranging the work party weekends; see the Committee Member board in the club house for details of the responsible Committee Member.

## Midweek Work Parties.

A number of our members carry out quite substantial works during week days. You can join this group by contacting the Midweek Work Party Co-ordinator. See the Committee Member board in the Club House for details of the responsible

Committee Member. Recent projects have included the re-piling of the island and the installation of the new electric bollards.

### **Do It Yourself.**

Each year a list of tasks identified as needing to be done is posted in the Club House, If you see any particular job(s) on the list which you feel you can undertake, then place your name on the list and you can carry out the work at a time to suit yourself (if access is required to the Club House please liaise with the Commodore). If you carry out any jobs which are not on the list, please add them along with your name.

Any materials which you may require can be obtained in one of two ways:-

1. You can purchase the materials. Reimbursement will be made on the production of a receipt. For minor purchases (up to £20) the receipt can be signed by a committee member and payment will be made by the Club Steward during Club opening times. For larger amounts the receipt must be presented to the Club Treasurer who will arrange reimbursement.
2. The Club holds a number of trade accounts for Building, Decorating and Electrical Materials. An official order can be obtained from the Club Treasurer. The cost of the materials will then be booked to our account.

**Please note: If you are purchasing materials you must obtain a VAT receipt to allow the Club Treasurer to reclaim the VAT.**

## **Become involved in the Social Scene**

The Club has a very active social scene centered around the Club House. Friday night is a particularly good night to attend as often announcements are made regarding the next events and volunteers are often alerted to opportunities. In addition on a Friday evening there is a raffle, and a lotto with all proceeds going towards Club activities.

Social Events are organised by the Social team who are elected by you, the members. The Social Team hold regular meetings in the Club House to discuss the programme of events with members - if possible attend these events as volunteering opportunities are often flagged up at these meetings.

### **Key Social Events**

- I Fitting out Supper (held to mark the start of the boating season)
- I Laying Up Supper (held to mark the end of the boating season)

- I Children's and Adults' Christmas Parties
- I New Year Eve Party
- I Dinner Dance (for members and friends, arranged at an outside venue)
- I Awards Evening.

Throughout the year nominations are invited for a number of Awards presented at the Awards Evening usually held in January.

There are at present 13 Awards. A list is in the Club House detailing the names of each award and the reason they are given annually.

Nominations can be from any member for a fellow member or members can even nominate themselves.

The majority of the Trophies have been donated throughout the years by previous members. Winners also receive an Award to be kept permanently as the Trophies are stored in the glass cabinet in the Club House.

All of the events taking place in the Club House require volunteers to prepare the food, lay the tables, wait on etc. The list is by no means exhaustive; other events in recent years have included a Chinese night and an Aussie night, all organised by members who have volunteered.

During the winter months volunteers are needed to help with weekend lunches provided in the Club House. Saturday is usually a light lunch e.g. soup and a roll, Sunday lunch is a two course meal. Each year a list goes up and you can volunteer to prepare the food. More experienced members are there to mentor if needed. If you want to know more about volunteering in the galley then speak to the relevant committee member.

### **Contribute to the Punnet**

The aptly named 'Punnet' is Strawberry Island's own magazine published three times a year. It is currently edited by John Burke (' Mister Jingles' ). It gives names of the current Management Team, contains articles submitted by members, sometimes amusing anecdotes, recipes or anything else they might like to see published.

John collates entries and publishes the eagerly anticipated magazine. (Now in colour!) Hard Copies in the clubhouse and also on the web-site plus some back copies

Advertising space is also available for those wishing to support the magazine. Contact John Burke for details or to submit entries - 07775678273 or John Robinson for advertising (07774188302).

## **Participate in Club Cruises.**

S.I.B.C. has a very active Club cruise calendar which is organised by the Cruise Master who holds a meeting (usually in January) to organise the diary. Members are encouraged to make suggestions of places to go and even themes for cruises. Club Cruises are a great way to get to know other members.

Details of Club Cruises can be found on the Website.

## **Rally of Boats**

Every September S.I.B.C. hosts its 'Rally of Boats' weekend. This is a major event in the S.I.B.C. calendar and runs from Friday to Sunday. Regular meetings of the Rally Committee are held in the Club House and all members are encouraged to attend and have input into the event.

The Rally showcases all that is best about the Club and its membership pulling together to put on a great weekend. Everyone can and is encouraged to get involved and contribute to the organisation and running of the event. The Rally always attracts quite a number of visiting boats and many visitors by car.

# **Using The Facilities**

## **Entrance (Security is everyone's responsibility)**

Access to the club is via a security gate operated by a security fob. Please ensure that the gate is fully closed before driving away when entering or leaving. On entering be aware there may be boats being taken out of the water and/or members working in the hard standing/slipway area. They may wave you on. Please observe the speed limit of 5m.p.h. at all times.

## **1 The Club House**

The Club House serves a wide variety of alcoholic and non alcoholic drinks for enjoyment by the members

Opening hours are set by the Management Committee and are currently;-

Monday Closed all day (except for Bank Holidays)

Tuesday Wednesday and Thursday 8pm to 11 p.m.

Friday 7.30p.m. to midnight.

Saturday 12 noon til 3.30p.m. and 7.30pm til midnight.

Sunday 12 noon til 5p.m.

Please be aware that as a member you may personally introduce only two visitors to the Club at any opening. Visitors and the introducing member must each sign the visitors book. Members shall accompany their visitors during their

stay and be completely responsible for their conduct while on Club premises. Visitors are permitted to purchase intoxicating liquor for consumption on the Club premises.

## **2 Toilets and Showers**

Toilets and showers are available for members to use even outside of Club opening hours and are accessed by your security fob. The showers are coin operated and take 20 pence coins. Please ensure you leave these facilities in a clean and hygienic state after use.

## **3 Refuse and Waste Disposal**

Please ensure that waste is sorted and disposed of into the appropriate bins for recycling. If possible please take your rubbish home as disposal of rubbish is an expense on the Club.

**Please note the club does not have facilities to dispose of engine oil. It is members' own responsibility to take it off-site and dispose of it correctly.**

## **4 Sanitary Station**

Please ensure that any spillages are cleaned up.

## **5 & 6 Hard standing & Slipway**

We are very proud of our boatyard facilities at S.I.B.C. The Slipway is the result of a huge amount of work by the construction team of members.

Boats up to 16 tons, or 45 feet, can be moved using the Boat Hoist. All other boats up to 20 tons must be moved on the trailer.

To book a place on the Hard Standing or to use the Slipway please take and complete one of the forms to be found on the notice board under the Booking Calendar in the passageway by the toilets. The form can also be found on the Club website.

Before completing the form read it carefully, check the Calendar for suitable free dates. The Booking Calendar week starts on Saturdays, however boats are usually moved on Fridays & Saturdays depending on the numbers booked out and Driver/Operator availability.

Check the availability of a Tractor Driver/Hoist Operator (or see one of the Responsible Persons - names and telephone numbers are on the form).

Once completed hand the form to one of the nominated responsible persons for the Hard Standing and Slipway.

Use of the **Slipway** is free to all S.I.B.C. members, Charges for Hard Standing are as follows:-

- Member with S.I.B.C. moorings: up to 4 weeks free, additional weeks will be charged at the current rate

- Member without an S.I.B.C. mooring: charged at visitor mooring rate per week for up to 4 weeks additional weeks will be charged at the current rate plus the visitor mooring rate

Details of the current rates can be found on the notice board in the passageway by the toilets.

The Club has its own power washer which you may use when slipping your boat. After using the power wash please leave the slip in a clean and tidy condition.

### **Health and Safety**

**Please remember that all persons grinding, cutting, sanding or painting must provide adequate screening to protect the environment and other people's property. The Hard Standing area is to be kept as tidy as possible at all times and cleaned at the end of your period of use. All blocks and stands to be neatly stacked.**

### **7 Pump Out Station**

There is a toilet holding-tank pump out which is free for members to use. The pump is situated in the small brick housing near the bottom of the slipway.

#### **To use:**

1. Uncoil the hose and place the nozzle in the appropriate outlet on your boat.
2. Ensure the valve on the nozzle is open i.e. in line with the hose.
3. Turn on the pump by pressing the green button on the junction box in the brick housing (ensure circular switch is in the on position)
4. When tank is empty remove nozzle and immerse in the canal to rinse the hose through. (Do not allow to go too deep or it will suck pebbles from the bottom of the canal which will damage the pump).
5. Turn off the valve on the nozzle and coil the hose up neatly in the brick housing, close and secure the door.

### **8 Diesel Point**

Diesel is usually supplied by the club steward who will require 24 hours notice. The stewards day off is Monday. Diesel may also be supplied by any member of the Committee by prior arrangement. The cost of Diesel is displayed on the notice board in the Club House. **Please note Diesel may only be supplied to members for their own use.**

## **9 Steward's House**

Please respect the Steward's privacy and do not obstruct the gateway. Please note the stewards day off is Monday.

## **10 Storage Shed**

Used for storing club property which is used at various events throughout the year

## **11 Workshop**

The workshop is available for use by Members. If you do use it please ensure it is left clean and tidy. The workshop also houses gardening and construction equipment.

## **12 Club Moorings**

There is a waiting list for Club moorings. To request a Club mooring fill out a mooring request form which can be obtained from the Harbourmaster. Return the completed form to the Harbourmaster. The Harbourmaster will contact you once a suitable mooring becomes available.

A list of members waiting for moorings is available to look at in the Club House.

The condition of your mooring is your responsibility. Wood to replace unsafe staging may be requested from the Committee.

Any member intending to change their boat must notify the Harbourmaster as moorings are not guaranteed. Mooring fees are set by the Management Committee and are due twice yearly on 1st March and 1st September.

Please help the Harbourmaster by informing him of any dates you are away from your mooring so it can be allocated to visiting boats.

## **Participation Form**

**All members are required to complete an annual Participation Form detailing their involvement in S.I.B.C. over the past 12 months. These will be posted to members in September and cover the period from 1st October to 30th September and should be returned to the Secretary by 31st October.**

The form consists of a number of tick boxes for you to complete asking questions such as:-

Did you licence your boat through the club

Did you attend the AGM

How often you have attended the Club House

How many work parties you have attended.

# Mooring Electrical Supplies

Every club mooring has a dedicated electrical supply with a prepayment meter. Connection to the supply is by the means of a blue 2pole + earth caravan type plug. It is the member's responsibility to supply the hook up lead, maintain in a safe condition and ensure it does not present a tripping hazard. Leads should be removed from the service pedestal while the craft is away from the mooring.

Mooring supplies are rated at 6amps (approximately 1.4kW) and each has its own circuit breaker and earth trip. The supplies are primarily intended for battery charging and minor electrical equipment such as TVs and lighting. Loads greater than 1.4kW will certainly cause your circuit breaker to operate and some appliances such as microwave ovens and vacuum cleaners will cause the trip to operate even though their rating is below 1.4kW. This is due to the high starting currents associated with such appliances.

At present there are three types of pre payment metering equipment on the moorings; smartcard meters, card meters and token meters. The club is presently carrying out the upgrade of the mooring supplies. The majority of the moorings are now on smartcard with the remainder due to be converted by the end of 2017. Eventually each member with a SIBC mooring will be issued with a smartcard. This card is assigned to the member not the mooring, and has the members name, boat name and telephone number stored on the card. The card will operate on any smart meter on the Island. Visiting members without a SIBC mooring will have to obtain a visitor's smartcard from the bar during opening hours.

To purchase credit will depend on the type of meter you have at present:

Token meter -a token dispenser is located in the clubhouse toilet block corridor, one token is dispensed for each pound coin inserted.

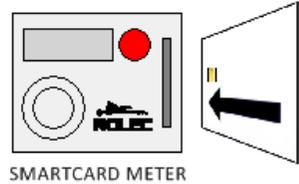
Card meter - £5 and £1 value cards are sold behind the bar during bar opening hours.

Smart meter cards -There is no limit to the amount of credit that can be put on a smartcard (and thus the meter). Credit can be purchased from the bar but please be aware that putting credit on the card ties up the bar cash-till whilst it is being done, so please avoid busy times, i.e. after 9.00pm on Friday and Saturday and on Club function nights. As well as adding credit to the smart meter you can also download the credit from the meter back to your card. This is handy if you are away cruising; just follow the instructions on the pedestal or displayed in the clubhouse. If you find someone has left credit on your meter you will not be able to use your smartcard until that credit has been used or alternatively you can request, via a committee member, to have the credit cleared from the meter.

# Using the Smartcard Meter

## Adding credit to the meter

To transfer credit from the smartcard to the meter insert a valid card into the slot on the meter making sure the card is the correct way up (The chip on the smartcard should be facing left).



Credit will not be added if any existing credit remains from a different smartcard (The meter will display 'IN USE'). Either the remaining credit has to be used or a 'CLEARING CARD' card is required to set the credit to zero.

## Viewing remaining credit

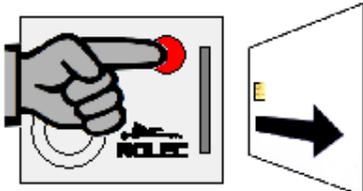
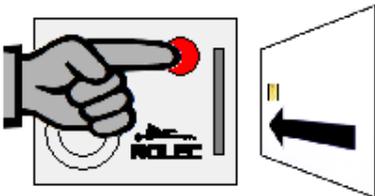
The SmartCard meter will display the remaining credit (As kWh). If there is no credit remaining the meter will display 'NO CREDIT'. The red button also functions as a display backlight for low light conditions

## Low credit warning

If the remaining credit is less than 3 kWh's the meter will alternate the display between the remaining kWh's and 'TOP UP' to remind the user to obtain more credit if required.

## Refunding credit from the meter

At any point the remaining credit on the meter can be transferred back to the smartcard. You can then either use the card in another service or return it to the office where the card was issued for a refund. **Please note that credit on the meter can only be transferred to the same Smartcard that issued the credit.**



## To Refund Credit from the Meter

1. Press and hold the red button then insert card
2. When the meter displays "b\_good" remove the card and release the red button

# NewsFlash & Website

## Website

The club website is [www.strawberryislandboatclub.co.uk](http://www.strawberryislandboatclub.co.uk) it contains lots of information re forth coming events, cruises etc.

## Newsflash

Why not sign up to Strawberry Island News Flash so that if you do not attend the club on a regular basis you can be kept informed of what is going on? Not only club news is broadcast, but news on lock closures and any problems on the canals locally. To sign up send an email asking to be added to the list to:-

[webmaster@strawberryislandboatclub.co.uk](mailto:webmaster@strawberryislandboatclub.co.uk)

## Internet in the clubhouse

Internet access is available in the clubhouse and conservatory. There are no plans to extend the service around the Island - it gives you an excuse to come in the clubhouse

### ***S.I.B.C. Wireless Network***

Hub: BTHub3-XQN7

Wireless Key: b8c65cc5f7

This information is also available from the bar

# **S I B C Crested Clothing, Burgees etc.**

Available from the Bar:-

SIBC BURGEE	£12.00
SIBC SQUARE STICKER	£1.00
SIBC LONG STICKER	£1.00
SIBC TIE	£6.00
SIBC LAPEL BADGE	£3.50
AWCC BURGEE	£12.00

---

Sweats crew neck-unisex	£9.95
Sweats V neck-unisex	£10.45
Cardigans- men's/ladies	£10.75
Fleeces-unisex	£13.50
Ladies Micro fleece jacket	£13.50
Reversible shower proof jackets-unisex	£17.50
Result Storm Jacket-unisex	£25.45
Polo shirts-unisex	£8.60
Polo shirts-ladies fit	£8.60
Tipped polo shirts-unisex	£9.25
T shirts	£4.60
Blazer badges	£5.00
100% Cotton V Neck Jumpers	£14.40
Hooded Tops	£12.50
Trojan Rugby Shirt	£17.60
International Rugby Shirt	£14.35
Blazer with SIBC crest	£ 25.75
Result Gilet	£17.30

Please add £1.50 if you wish to have your boat name on the garment.

The garments come in various colours and sizes from children to adult sizes up to XXL. Kids garments are cheaper and XXXL in some items at an extra cost.

Contact Elaine Bowden on 07779 630810 or e-mail me on [elaineab@btinternet.com](mailto:elaineab@btinternet.com)