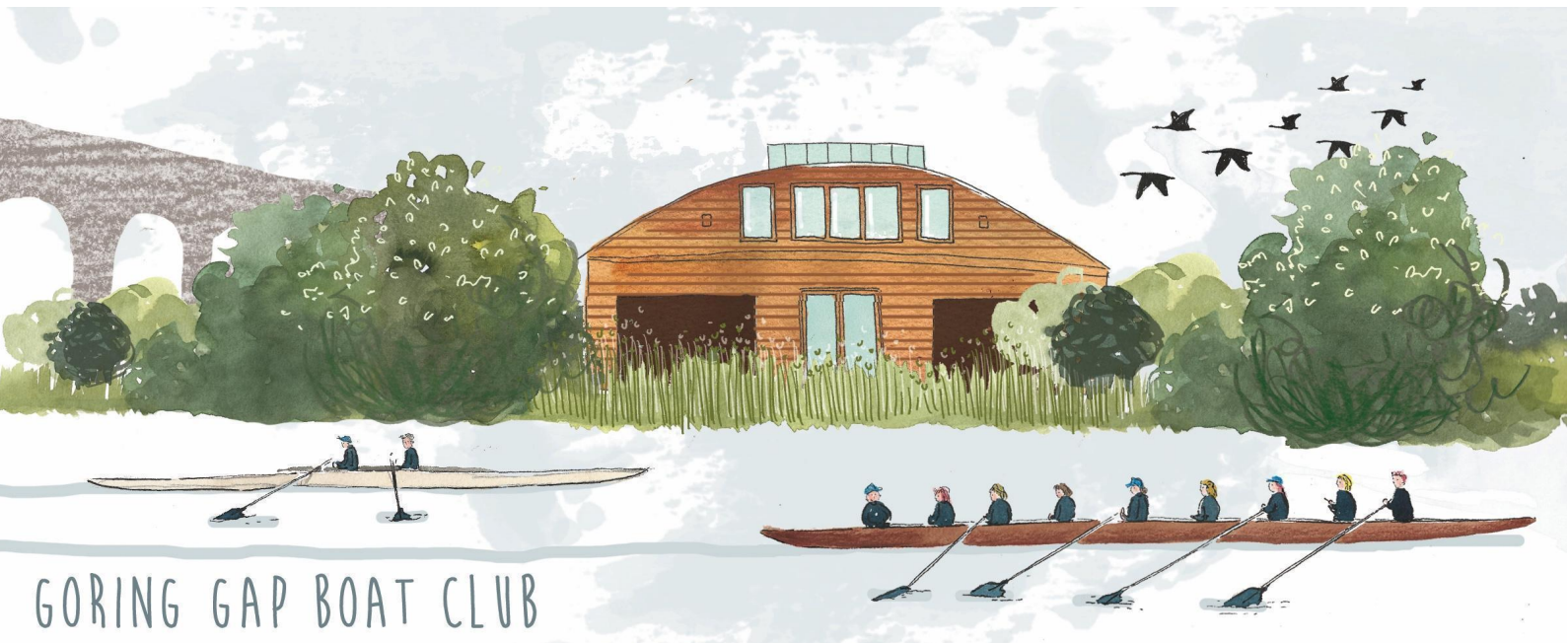




Club Handbook 2025

www.goringgapbc.org.uk



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Committee role	Name	Email address
Honorary life president	John Wills	jawills46@btinternet.com
Chair	Susannah Wood	chairman@goringgapbc.org.uk
Captain of Rowing	Richard Berkley	captainofrowing@goringgapbc.org.uk
Captain of Boats	Richard Berkley	captainofboats@goringgapbc.org.uk
Secretary	Tracey Hand	secretary@goringgapbc.org.uk
Treasurer	Andrew Ward	treasurer@goringgapbc.org.uk
Membership Secretary	Susan Knowles	membership@goringgapbc.org.uk
Welfare Officer	Gail Rainsden	welfare@goringgapbc.org.uk
Safety Advisor	Tom Robinson	safety@goringgapbc.org.uk
Boathouse Liaison	Lorraine Slade	boathouse@goringgapbc.org.uk
Site Manager	Anthony Jordan	sitemanager@goringgapbc.org.uk
Communications	Debra Hutchings	communications@goringgapbc.org.uk

Committee meetings are held monthly online or in person. These meetings are open to all members, and out of courtesy you are asked to notify the secretary of your intention to attend.

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](#).



Location: Between Lower Basildon and Streatley

INTRODUCTION & WELCOME TO GGBC

Thank you for joining Goring Gap Boat Club, the premier recreational boating club in the Thames Valley. We hope that you enjoy boating on our stretch of the delightful 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.

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).

The club's website (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.

<https://www.fitclub.me>

We also have a Facebook Group available to all club members for communicating with each other. In addition to posting the latest news we will also let you know when a session has to be cancelled due to poor weather conditions. This information is also emailed incase members don't use Facebook. 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:

<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.

There are also occasional members' forums 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).

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 the nearby site with the agreement of Hardwick estate.

We have remained at the temporary site for several years but finally in November 2017 building work began on the 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 a mezzanine floor with 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 in the event that the company is wound up and cannot pay its bills.

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 regatta is the showcase for the club and a source of income. 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)

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)

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 chairman (regattachairman@goringgapbc.org.uk).



Goring Gap Boat Club is a recreational rowing club that aims to cater for all abilities of rower from the complete novice to the very experienced, with the objective of enabling everyone to enjoy however much time they have to spend on the water in a wide variety of boats and crews. With that in mind, GGBC offers the following club rowing sessions and other opportunities to members. Please see our website <https://goringgapbc.org.uk> for further details of who may row and when.

MAIN CLUB SESSIONS

Summer (BST)	Winter (GMT)
Saturday 9am	Saturday 9am
Sunday 10am	Sunday 10am
Wednesday 9:15am	Wednesday 9:15am
Tuesday 7pm*	
Thursday 7pm*	

*The exact dates will be communicated nearer the time.

These sessions are managed by a rota of volunteer Session Managers, so please ensure you make yourself known to the SM on arrival for the session. In addition, we aim to have a coach available at as many sessions as possible to help club members develop their rowing skills. Please arrive 15 minutes before the session start time shown above.

All members are welcome at these sessions – from complete beginners to very experienced rowers. Coaches will try to ensure that everyone has an outing they can enjoy. Depending on numbers, that might mean putting experienced rowers together in a light ('fine') boat or putting a couple of experienced rowers in with newer rowers to help balance the boat while they gain more experience.

The club uses a system called FitClub to enable coaches to allocate crews and coxes to boats usually a day or two in advance of each session. All members need to sign up to FitClub when joining the Club.

The ethos of the club is friendly and inclusive, so we ask that, if you are more experienced, you take your share of enabling beginners to learn the ropes. That might mean taking a seat in a boat of beginners or coxing a tub.

EXPLORE ROWING SESSIONS

Dates will appear on the FitClub calendar if and when these are reinstated

These sessions are for Club members who would like to improve and compete in friendly races between other recreational rowing sections of Clubs in the Thames Valley. Although competitive, it is for fun.

The races are generally sculling races in touring quads (wide stable boats). There will be about 6 races a year with as many crews as we can put together for the day.

At these sessions, there will ideally be a coach available to offer guidance. Rowers need to be willing to cox or learn to cox in these sessions (and in the races) as there are no dedicated coxes.

Please contact captainofrowing@goringgapbc.org.uk if you would like to join these sessions.

SQUAD SESSIONS

Dates will appear on the FitClub calendar if and when these are reinstated

The aim of these sessions is to allow experienced rowers to have a good work out and row with others at a similar level. It is sweep rowing. It is usually a mix of men and women although if there are enough rowers they may split on gender lines.

You may be asked if you would like to join the squad or you can ask the Session Manager to put you in touch with the organiser if you consider yourself an experienced rower able to enjoy a faster outing.

Rowers who join the squad should be willing to take their turn at coxing during the squad session.

Importantly, the club relies on its experienced members to play their part in welcoming new rowers, and therefore there is an expectation that squad rowers will continue to contribute to the successful running of the main club sessions, either by volunteering as a Session Manager, or simply by staying on to help out with coxing, coaching, or whatever is needed.

ROWING OUTSIDE OF CLUB SESSIONS

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

In addition, they should comply with the out of hours rules (see Appendix 2 for link to “Rowing Outside of Club Sessions” document). The purpose of these rules is not to prevent rowing but to give members the opportunity to row or scull when they want to, within sensible safety constraints. If anyone ignores these rules their permission to row out of hours may be withdrawn.

If you want to row small boats (singles, pairs, doubles) out of hours then you must get the agreement of the Captain of Rowing. You can always build up to the level required to row out of hours during club sessions.

Out of hours rowers should be fully aware of the safety rules as laid out in the membership handbook and the “Rowing Outside of Club Sessions” document.

Note: Club Sessions rowers have priority over the sculling/sweep blades and boats during their session times.

Experienced rowers can row in fine boats outside of Club sessions, either sculling alone or together in a crew, in the following circumstances:

1. There must be a Session Manager present. That could be you. The responsibility of the Session Manager is to decide if conditions are suitable for the outing.
2. The Session Manager is not responsible for organising crews. Those wishing to row out of hours must arrange to be self-sufficient, e.g. able to handle boats and cox if needed.
3. Small boats are not allowed to go out alone during the winter months (between 1st November and April 30th) under any circumstances. The rest of the year, if you want to go out alone, the Captain of Rowing must agree that you are competent to do so (and a record of this agreement will be kept by the membership secretary).

4. You should complete a capsized drill at the first available opportunity, if you have not already done one. Pass your name to the Captain of Rowing so they know you are waiting for an opportunity.
5. When cold water rules (see page 12) are in force small boats (single and double sculls) are not allowed out alone on the river.

CLUB DUTIES

We keep our club membership fees low by encouraging all club members to support our club by volunteering for additional duties to maintain the boathouse, surrounding site, the boats and the rowing sessions. Please contact the membership secretary if you would like to volunteer for your club. Experienced rowers are expected to contribute to club session management. All organised club sessions must have a session manager, to ensure safety. Coaches help improve skills at weekend sessions.

SESSION MANAGERS

Session Managers, in consultation with the Session Coach when one is present, are responsible for the safety of the session and have final authority.

There is a [checklist of responsibilities](#) (See appendix 2). The session manager can delegate to other members at the session.

First time session managers will have a buddy allocated for their first session to show them what to do.

COACHES

The most competent members may be invited to coach instead of session manage. Coaches should session manage if needed. Club sessions can go ahead without a coach.

ROWING SAFETY RULES

We all need to be aware of safety and how to conduct ourselves in a safe manner. It's in everyone's interest to follow a few simple guidelines, mostly just common sense, which will make everyone's time on the river a more enjoyable and accident free experience. Before any outing 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 supports and implements the British Rowing Row Safe Code. The club Safety Adviser will take all possible steps to ensure that the club remains compliant with the Code.

All members are expected to:

- » Take responsibility for their own safety and the safety of others affected by their activities.
- » It is the responsibility of each member to be familiar with and uphold the following safety rules at all times.
- » ALL members should directly challenge any member or water user who is seen to be non-compliant with the Code or the following guidelines.
- » All incidents should be reported both within the club and to British Rowing

ROWING

- » You must be able to swim 50m in light clothing; anyone unable to demonstrate this ability should wear a suitable buoyancy aid / Life jacket when in the boat.
- » You should be in good health. Rowing is strenuous exercise. Please seek the advice of your doctor if you are unsure.

- » You are responsible for dressing appropriately – a layered approach for the winter, along with a waterproof jacket and light clothing in the summer. Jeans and items that are heavy when wet are NOT suitable.
- » Please take care when driving along the track that leads to the boat-house. Speeds should be kept below 10 mph. Cars should be parked neatly in the parking area.
- » The Session Manager and / or coach is responsible for checking conditions are suitable for rowing (see page 12 on river conditions).
- » The club uses a system called FitClub to enable coaches to allocate crews and coxes to boats shortly in advance of each Session. All members need to sign up to FitClub when joining the Club.
- » Coxing is an important skill and we encourage all members to learn how to cox. Novice coxes should only boat with an experienced and competent crew who will provide advice and guidance. Additional cox training will be provided if required. For coxless boats, the bow rower (with control of steering) should play the role of cox.
- » Beginner crews must ALWAYS be accompanied by a coach or experienced cox, and preferably have experienced rowers within the crew.
- » The cox is responsible for the crew and the craft; his/her judgement when on the water is final. Coxes MUST ALWAYS wear a lifejacket.
- » The cox is responsible for ensuring that all rowers have been briefed on basic commands, how to enter and leave a boat, and what to do in case of accident or capsize.
- » All crew members need to be aware of the instructions given by the cox and pay attention at all times, not only when in the boat but also when launching and taking the boat out of the water.
- » The cox is responsible for recording the boat name and outing time on the session outings notice board and must swap mobile phone numbers with the Session Manager before they boat.
- » Mobile Phones - all members are encouraged to have a mobile phone available. One crew member in each boat, usually the cox, is required to take a mobile phone on the water when they boat and exchange numbers with the Session Manager. Waterproof plastic phone pouches are provided for this purpose and can be found in the Session Manager box.
- » It is worth adding the useful contact telephone numbers shown at the end of this document to your contacts list. The numbers are also on the safety notice board.
- » Take care on the pontoons, they can be slippery when wet.

BOATS & EQUIPMENT

- » All boats should be treated with care and respect. Correct handling of boats is important and should only be carried out under the supervision of the cox. Poor handling can result in expensive damage to the equipment, put it out of action for a long time and can cause injury.
- » All members should report and record within the repair log any unsafe, damaged or missing equipment so that it may be labelled, quarantined and remedied. The REPAIR LOG is located on the safety notice board and is regularly checked by the Captain of Boats.
- » **PLEASE DO NOT REMOVE EQUIPMENT FROM ONE BOAT TO REMEDY A DEFICIENCY OR DAMAGE IN ANOTHER! PLEASE REPORT IT SO THAT IT CAN BE FIXED.**
- » When coming off the water, care should be taken to approach the pontoon *slowly* to ensure that there is space to land and that those members on the bank are aware of your intentions. Boating and removal of your craft should be carried out promptly to avoid holding up other crews.
- » All boats must be washed down and checked for damage after use. Boats should be carefully placed on slings while cleaning takes place.
- » Boats racked outside must always be tied down and never left on slings. Failure to do so will invalidate our insurance cover.
- » Wildlife. Please take care not to disturb the animals and birds or damage the habitat.

- » Before using club or private boats, all rowers and coxes please check the following items to make sure the equipment is safe to use:
 - » Bow ball - securely fitted, no cracks or splits.
 - » Heel restraints – in good condition and not frayed. Shoe heels to be restricted to a maximum of 5cm of movement above the stretcher. **If the heel is not restricted you may find you cannot get your foot out in the event of a capsize.**
 - » Footboard – Adjusted to your needs and securely fastened.
 - » Seat – Moves freely and is clipped to the runners.
 - » Bungs, corks and hatch covers - check these are in place and secure.
 - » Steering equipment - check rudder cables are free and have full movement. Check for frayed cable.
 - » Rudders & Fins - check rudder and fin are securely fitted and are not bent. Free and full movement of rudder.
 - » Riggers - check for broken, missing or loose fixings.
 - » Check the condition of the hull and the canvas of the boat for damage or breakages.

Any such defects in a club or private boat should be rectified before the boat is used or the boat labelled and quarantined to prevent use until defects are rectified.

Checking a boat on YouTube - <https://youtu.be/o-Tpy1734mY>

LAUNCHES

- » Coaches, coaching launch drivers and passengers must wear life jackets or buoyancy aids at all times whilst afloat.
- » All launch drivers must wear a kill-cord whilst afloat.
- » Launch drivers should ideally have a RYA level 2 Powerboat Handling Certificate, but if there is no RYA Level 2 member in attendance and you are suitably experienced (competent in driving and manoeuvring a launch); it is better to have launch cover than not. Only adults (18+) are allowed on the launch. Wherever possible two people should be on the launch to provide additional safety cover.
- » Wash from launches should be kept to a minimum and its impact on other river users always considered and respected.
- » All coaching launches and safety boats shall 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.
 - » Simple hand holds fixed to the side of the launch to give help to any person being rescued and provide self-help should the driver fall overboard.
 - » Spare engine kill-cord.
 - » Anchor and line.

Please see British Rowing regulations and the GGBC site for notices about environmental conditions.

Before boating the Session Manager or coach, or in their absence, a committee member should make a decision as to whether the environmental conditions are suitable for rowing. This decision will be FINAL and WITHOUT APPEAL. 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:

1. During the period 1st November to 30th April; or
2. When the water temperature is below 10 °C; or
3. When the air temperature is below 5 °C

When cold water rules are in effect small boats (single and double sculls and pairs) may not go out alone.

RIVER FLOW RULES

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 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. Experienced crews may row ONLY if the conditions have been reviewed and it is deemed safe to row by the Captains of Rowing. Note however that as with all rowing and sculling, these activities are undertaken at the member's own risk.

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.

As a guide, to assist in decision-making, when the flow rate at Reading exceeds 50 m³/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 m³/s. See <http://www.gaugemap.co.uk/#!Map/Summary/1070/1139>.

WEATHER RULES

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
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.

Unless permission is specifically given by the Captain of Rowing, boating in the dark is NOT allowed. If rowing in twilight/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.

WATERBORNE DISEASES

A river is a living ecosystem that includes animals, plants, and microorganisms. Although the Thames is a relatively clean water course, some of these microorganisms can cause diseases in humans.

For example:

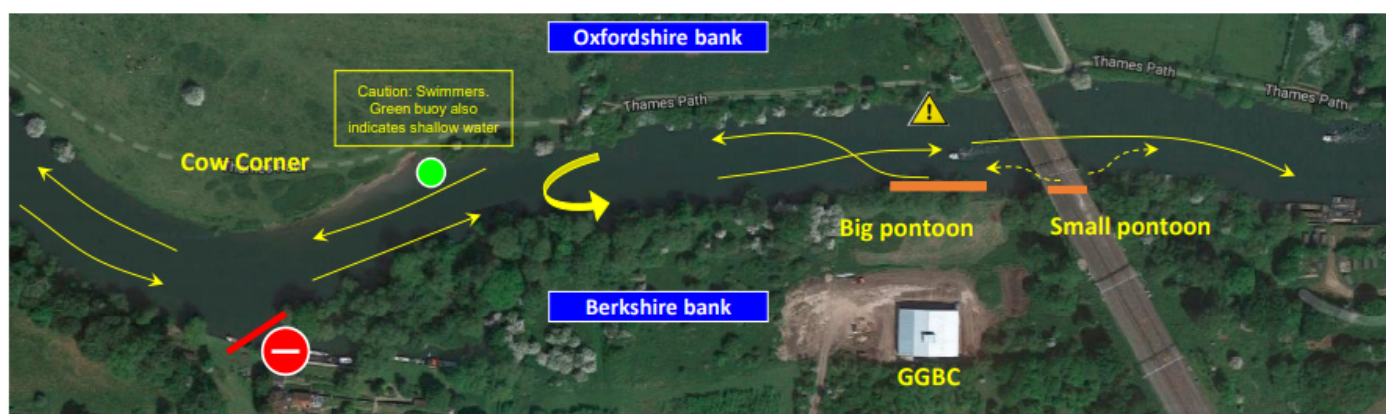
- » Weil's Disease - Leptospirosis
- » Blue-Green Algae - Cyanobacteria
- » Gastrointestinal illness

Please make sure you read and understand any information on waterborne infectious agents and contamination provided by the club, and take the following actions to avoid serious illness:

- » See your doctor as soon as possible if you suspect you may have any relevant symptoms.
- » Inform the club if you have contracted a disease associated with a waterborne cause so that others can be encouraged to take greater precautions.
- » Cover all cuts or grazes with waterproof dressings if the water is contaminated.
- » Wash or shower after any significant contact with water from the river if you have any exposed cuts or grazes.
- » Never drink water from sources such as rivers, lakes, canals or sea.
- » Wash hands thoroughly before eating or drinking.
- » If contaminated water has been swallowed, refer to their doctor with full details of the incident.
- » Wear suitable footwear when launching or recovering a boat, particularly if it is necessary to wade into the water, to prevent direct contact with the water and protect the feet from cuts and abrasions.
- » Hose down all equipment after outings to remove any potential contamination.

RIVER NAVIGATION – GORING TO WHITCHURCH REACH

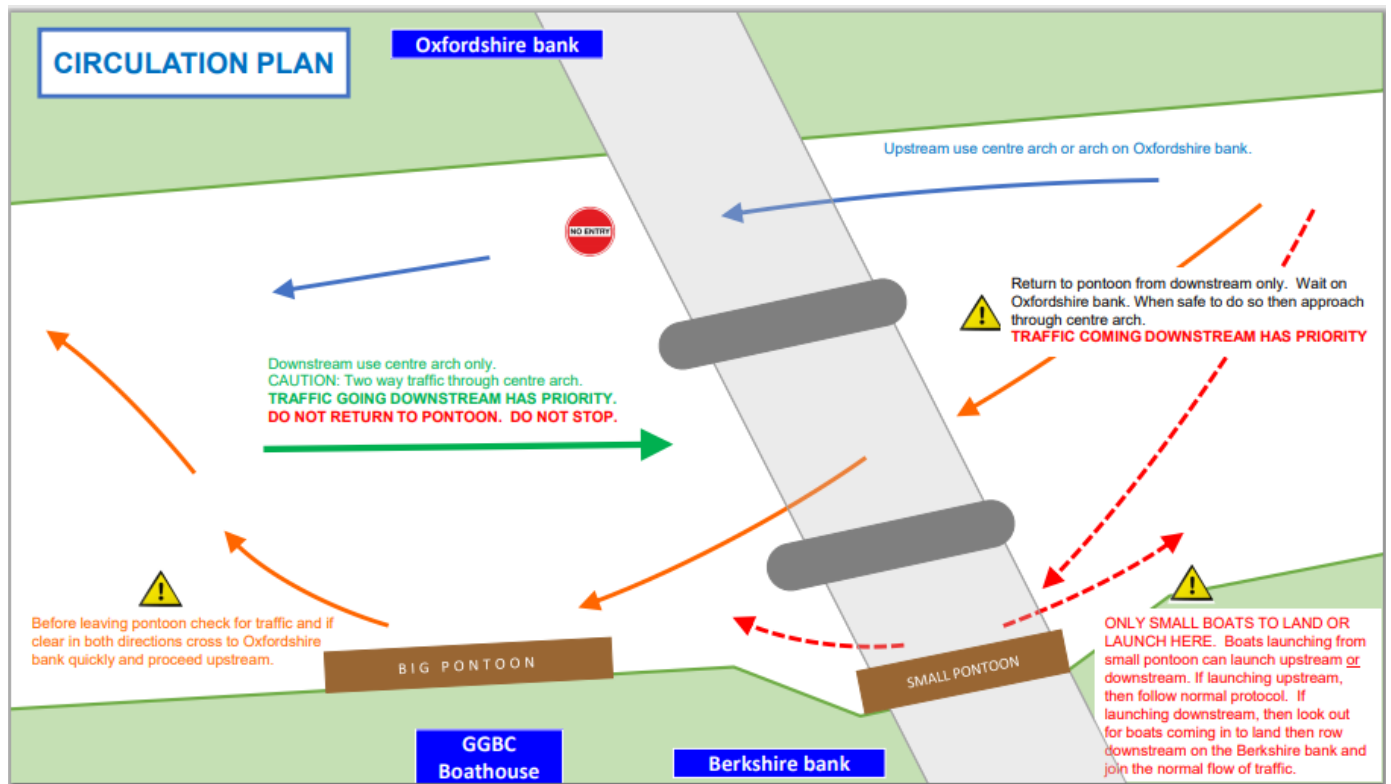
All boats must follow the rules of the river and **keep to the right-hand side** of the river (looking in the direction of travel). **Boats travelling downstream have right of way over boats travelling upstream.** Care should be taken to remain on the correct side around bends and resist the temptation to cut any corners, as this is potentially extremely dangerous. If overtaking another boat, always move into the centre of the river and overtake the craft on the outside, returning to the correct station after the manoeuvre. Always look out for canoeists and swimmers.



Danger areas on the Goring-Whitchurch reach include but are not limited to:

- » The **Whitchurch weir and lock**
- » The **Goring weir and lock area**
- » The **islands** along the reach. Do not row between the islands and the nearside bank.
- » The **railway bridge** adjacent to GGBC's site
- » When **leaving or returning to the pontoon**

THE PONTOONS



LEAVING THE BIG PONTOONS

- » **Boats launching** from the **big pontoon** must leave the pontoons upstream only. Check for traffic and if clear in both directions cross to the Oxfordshire bank quickly before proceeding upstream.
- » Remember: Traffic coming downstream has priority.
- » **Do not stop in front of the pontoons or the bridge** as you might drift into the bridge or obstruct other boats that are launching / landing.

LEAVING THE SMALL PONTOONS

- » Only **small boats** (singles, doubles, pairs) can land or launch from the **small pontoon** under the bridge. Boats launching from the small pontoon can launch upstream or downstream.
- » **If launching upstream** check for traffic and, if clear in both directions, cross to Oxfordshire bank quickly and proceed upstream.
- » **If launching downstream** keep a good lookout for boats coming in to land then quickly row downstream on the berkshire bank and join the normal flow of traffic.

TURNING

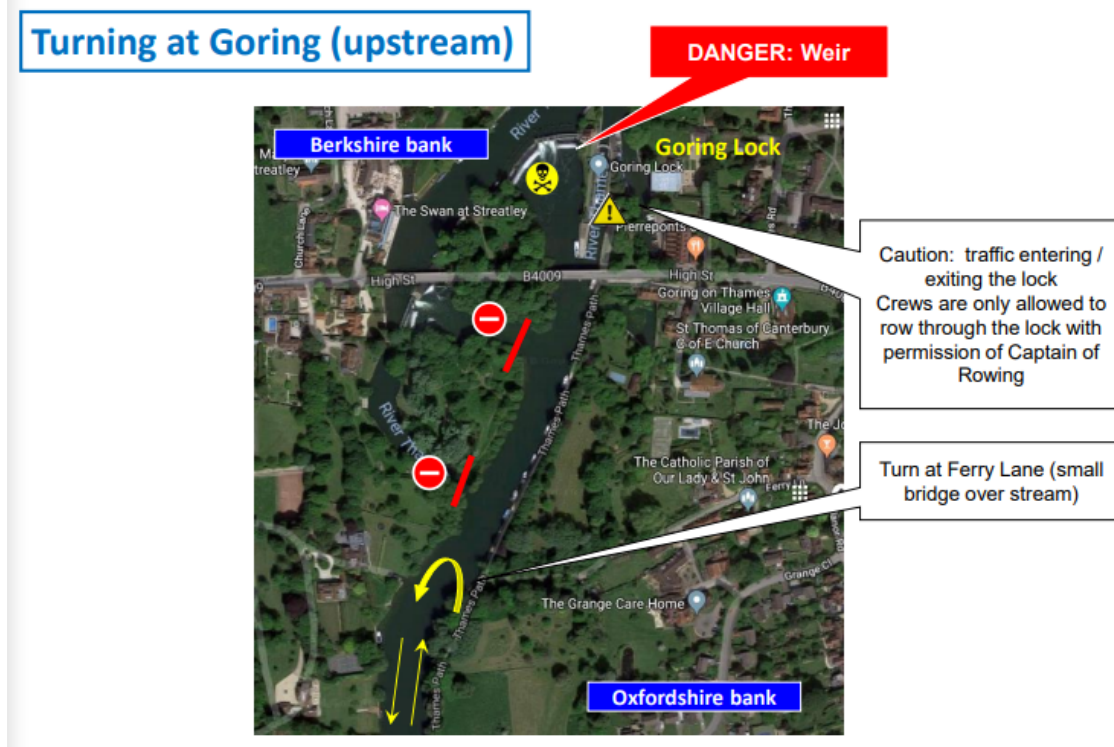
TURNING AFTER LEAVING THE PONTOONS

- » **No turning in front of the bridge and pontoons.** If you need to turn, row downstream, well clear of the bridge, before turning.
- » Turn downstream of the small beach at Cow Corner *or* row round the corner and turn well upstream of the corner.

- » Keep a lookout in both directions for boats and traffic.
- » Remember: 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.

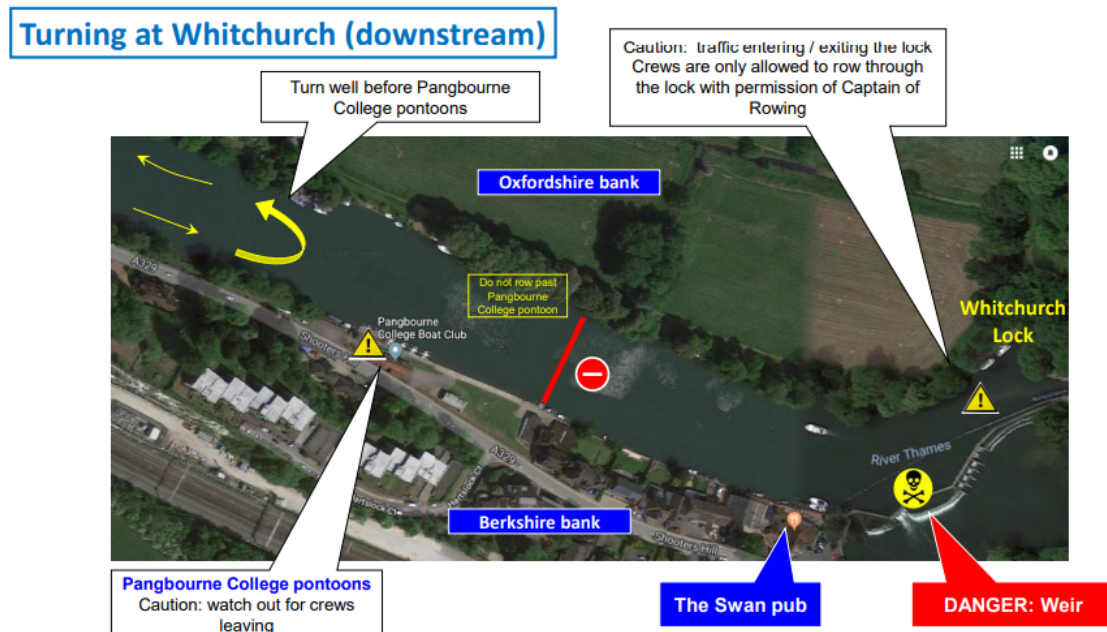
TURNING AT GORING (UPSTREAM)

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



TURNING AT WHITCHURCH (DOWNSTREAM)

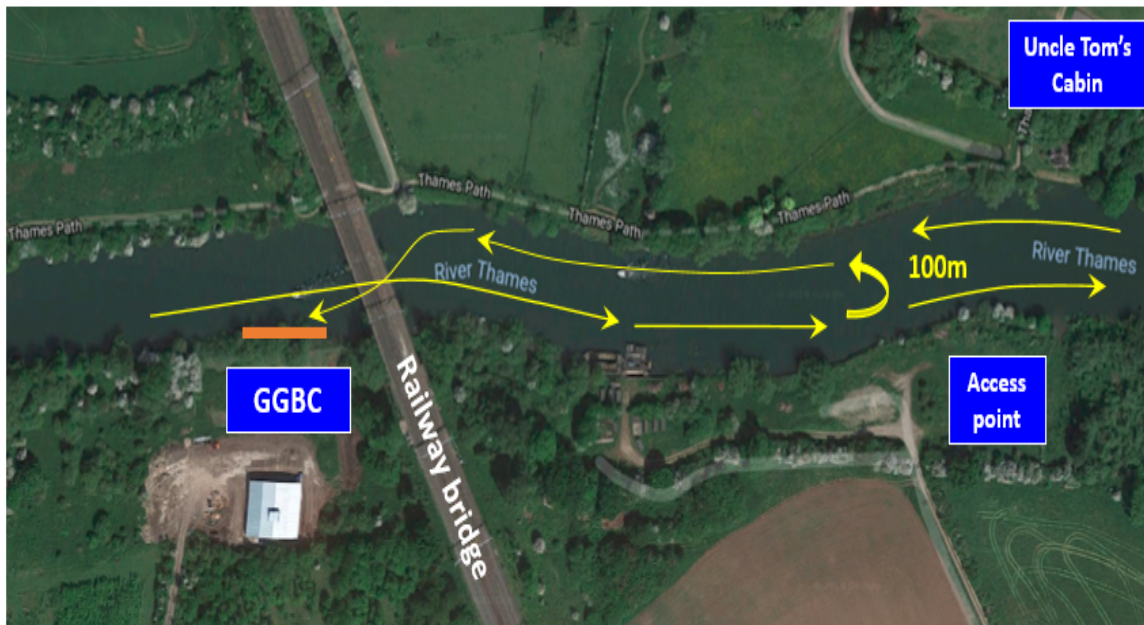
- » Turn before Pangbourne College Boat Club.
- » Keep a lookout for crews leaving the Pangbourne College pontoons.
- » Crews wishing to pass through Whitchurch lock may only do so with the permission of the captain of rowing.



ROWING

- » Crews wishing to pass through Whitchurch lock may only do so with the permission of the captain of rowing.
- » Traffic coming downstream has priority.
- » Keep a lookout for boats leaving the pontoon.
- » No return to pontoon from upstream. Keep rowing downstream to turn.
- » Use the centre arch ONLY. Caution: two-way traffic through centre arch.
- » Do not stop upstream of the bridge.

RETURNING TO THE PONTOONS



- » **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 big pontoon through the centre arch.** Caution: Two-way traffic through the 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 the small pontoon.

Know what to do in the event of a capsize



© Richard Palmer

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 have a useful video to help you to deal with a capsize and safe recovery.
(<https://www.youtube.com/watch?v=A6un3TkbQUQ>)

INCIDENT REPORTING

If you are involved in an incident or 'near incident' then you must report it to British Rowing within 24hrs using their online incident report. The address you will need is: <http://incidentreporting.britishrowing.org>

Examples of an incident are: capsizing, collision, swamping, injury, equipment failure, vandalism or violence etc. Examples of a 'near incident' are: evasive action to avoid a collision, non-adherence to navigation rules, boat not displaying lights after dark, crew boating in high risk conditions, a dangerous situation etc.

Give as much detail as you can in your report - when, where, how, types of boats, clubs involved, weather conditions, any injury/damage and medical treatment received, etc.

Members are reminded that the Committee will not hesitate to take disciplinary action against any members who act in an irresponsible or unsafe manner on the water, whether in club boats or their own craft.

PUNTING AT GGBC

The Club owns two fibreglass punts for the use of Members and their guests. These are stored outside at the Boathouse. Please see the website for further details on use of the punts and availability. <https://goringgapbc.org.uk/punting>

WHERE TO FIND THE PUNTS

The punts are available from April to October during daylight hours unless the river conditions make it unsafe. There will be times when the punts are not available due to maintenance or Regatta use.

Members are allowed to take guests out in a punt as long as there is a club member in each punt. The club member is responsible for the care and safety of the punt and its occupants. Regular guests are expected to join the boat club. Punts can be reserved on FitClub.

USING THE PUNTS

Paddles, bailers, life jackets and a log-book are all stored in the Boathouse. Bail out the punt if necessary and clean up any leaves or other debris. You can then install the seat bases and cushions if required. Always take at least two paddles even if you intend to pole the punt.

Before setting off, read the safety instructions (see below) which are on the inside cover of the logbook and also within each punt.

On return ensure the punt is bailed, cleaned and safely installed under the floating cover. Return equipment to the Boathouse and record and problems, breakages etc. If you are the only one using the Boathouse, ensure the site is secure and tidy before you leave.

PUNTING SAFETY

Punting is carried out at the member's own discretion, but club officers may suspend punting if in his/her opinion weather or water conditions compromise safety. **REMEMBER: IF IN DOUBT DON'T GO OUT!!!**

- » All members (and any guests) wishing to punt must be able to swim at least 50m fully clothed, or should avail themselves of the provided buoyancy aids. All children under 12 must wear a suitable buoyancy aid while on the water.
- » Make sure that details of your trip - date, punt used, time of departure, names of those on board and when you expect to return are recorded on the Outing noticeboard inside the Boathouse.
- » No more than 5 people in a punt.
- » Before any outing responsibilities must be clearly defined and understood by any passengers. You should agree who is in charge of the punt.
- » Check all those aboard have been briefed on basic commands, how to enter and leave a punt, and what to do in case of an accident or capsize.
- » Check that weather and water conditions are safe. Environment Agency warning boards must always be respected. If red or amber warning boards are displayed at the locks the punts are not to be used.
- » Check the punt is in a safe condition, and that you carry at least two paddles in addition to a punt pole.

- » All punters must familiarise themselves with the river navigation rules. On the Thames, craft keep to the right side of the river in respect to their direction of travel.
- » Beware of local hazards. These include, but are not limited to, the Gatehampton Railway Bridge, the weir at Pangbourne and intensive river traffic at weekends. Sections of the river are deeper than a punt pole - hence the importance of paddles.
- » The punts may be taken through the locks. Take particular care when approaching the locks as the currents are stronger here and you will be in close proximity with other river craft. The lock keeper's commands are to be followed at all times. Lock keepers finish an hour before sunset or 7.00pm. After this time, you will have to leave the punt and operate the locks manually. Ensure that the punt is kept well away from the sluices that fill the lock as these can produce strong currents and make the punt unstable and difficult to handle.
- » Beginners at punting should seek instruction or confine themselves to paddling.

RACKING PRIVATE BOATS AT THE CLUB'S BOATHOUSE

Renting: Members may rent a rack in the Club's Boathouse if one is available. Available racks are allocated on a first come first served basis. Where a rack is not available for rent, the application will be filed on a waiting list.

Any member wishing to rent a rack must contact the Racking Manager (e: racking@goringgapbc.org.uk) who will advise if space is available. If a rack is available, the applicant must complete the Racking Rental Form available from the Racking Manager and make payment as required as per the then applicable Racking Fees schedule before racking their boat at the Club. All racks are rented on an annual basis and are payable in advance via Direct Debit.

Racking Fees: Annual Racking fees applicable for racking at the Club's Gatehampton site are set out below. These fees must be paid in advance for 12 months by Direct Debit.

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

Liability: The Club accepts no liability for any damage, however caused, to boats or privately-owned equipment stored at the Club. It is up to the individual to insure their own equipment.

EA Registration: The Club requires that all boats used from the Club's site are registered with the Environment Agency. The Club will register members' boats stored at the Boathouse on their behalf at the discounted rate available to British Rowing-affiliated clubs and debit their accounts for the fee paid on their behalf .

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. So please volunteer.

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

All references to "he", "him" or "his" implies male and female members.

NAME AND COLOURS

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

3. The main purpose of the Club is to provide facilities for and promote participation in the sport of recreational rowing.

RUNNING OF THE CLUB

- 4(a) Goring Gap Boat Club is operated by **Goring Gap Boat Club Ltd** ("GGBC 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

- 5(a) **Full Members** - 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.
- 5(b) **Junior Members** – aged 13-17 at the date on which the subscription becomes due are entitled to full member privileges except they shall not be entitled to vote at any General Meeting of the Club. However, the Junior Member must be supervised by their parent, legal guardian or designated DBS-checked club member at all times while on club premises or on the water.
- 5(c) **Fun Boat members** – May be permitted the use of any boats designated "Funboats". Fun boat members may bring guests with them to the club for the use of fun boats. Guests are the responsibility of the Fun Boat member and must be supervised by them, on and off the water at all times.
- 5(d) **Guest Membership** - Experienced guest rowers (friends or family of existing Full Members) are permitted two visits per year at a charge of £10 per visit. Guests need to be booked in advance with the Membership Secretary. Anyone training for or competing in any regatta the club organises, will be considered a Guest Member. No Guest Member shall be entitled to receive notice, 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 himself 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.

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 subscription fee will be at the then current fee, determined by the Club at the Annual General Meeting for that year. Members not intending to renew their subscription are required to give 28 days notice (prior to their renewal date) to the Membership Secretary in order that their membership can be cancelled.
9. A member whose subscription is not paid by 28 days after the renewal falls due in any year shall be notified by email. If the subscription shall not be paid by 58 days after the due date that person shall cease to be a member.
10. 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.
11. 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.
12. Any member violating any of the rules or regulations of the Club or being adjudged guilty of unsatisfactory conduct may, by resolution of the Committee, be suspended or expelled. Any member so suspended or expelled may appeal to an independent Hearings Panel if such an appeal is approved by half of the officers of the Club. The panel may be drawn from the membership of the Club or from other clubs in the region. The panel will hear and receive evidence, reach a conclusion, affirm or reject the sanctions imposed as appropriate. Any hearings panel must give a fair and independent hearing to the appellant within an appropriate timescale. Hearings must not contravene the Human Rights Act 1998 or any other policies of the Club and British Rowing.
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. 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.
15. An individual or member with a complaint about treatment by the Club should set out their grievance, in the first instance to the Club Chairman. The Club will seek to deal with complaints in a fair and timely manner, with reference to British Rowing's Guidelines on Grievance and Disciplinary Procedures in Rowing.

ADMINISTRATION

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, Site Manager, 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 on to 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

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 (24)

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

AMENDMENT OF RULES AND DISSOLUTION

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.

The club seeks to adhere to the General Data Protection Regulation (GDPR), in force from 25 May 2018. To this end, all members (or their legal guardians) are entitled to view the personal information the Club currently holds on them in electronic or any other form; requests to view such information should, in the first instance, be directed to the membership secretary.

If you have provided personal information and no longer consent to its use, please direct the request to delete it to the membership secretary.

If at renewal time, payment of the following year's subscription is not received within a reasonable time, we will remove your details from the GGBC members database and no further emails will be sent to you from GGBC.

Updated (SWo)

The Club is committed to complying with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

All members (or their legal guardians, where applicable) are entitled to request access to the personal information the Club holds about them, whether stored electronically or in any other format. Requests should be directed in the first instance to the Membership Secretary.

If you have previously provided personal information and no longer consent to its use, you may request that it be deleted. Such requests should also be directed to the Membership Secretary.

If, at renewal time, payment of the following year's subscription is not received within a reasonable period, your details will be removed from the Club's membership database. Once removed, you will no longer receive emails or other communications from the Club.

The Club will only collect and use personal information for legitimate membership and administrative purposes, will keep it secure, and will not share it with third parties without your consent unless required by law.

Emergency Services – 999			
Medical Help			
Royal Berks Hospital A&E (Reading) 21 Craven Rd, Reading RG1 5LE - Open 24x7		0118 3225111	30-40 min journey time
West Berkshire Community Hospital (Thatcham) - London Rd, Benham Hill, Thatcham RG18 3AS - Open every day 8am-10pm		01635 273300	30 min journey time
John Radcliffe Hospital A&E (Oxford) - Headley Way, Headington, Oxford OX3 9DU - Open 24x7		0300 304 7777	40-50 min journey time
The Goring & Woodcote Medical Practice - Red Cross Rd, Goring, Reading RG8 9HG - Open Mon-Fri 8am-6:30pm		01491 872372	5 min journey time
Boathouse Surgery (Pangbourne) - Whitchurch Rd, Pangbourne, Reading RG8 7DP - Open Mon-Fri 8am-6:30pm		0118 9842234	5-10 min journey time
Thames Valley Police			
Non-emergency calls 101			
Locks			
Goring	01491 872 687	Whitchurch	0118 984 2448
Cleeve	01491 872 608	Mapledurham	0118 941 7776
Club Officials - please see page 4 or use WhatsApp contact			

Committee minutes

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

Rowing Outside of Club Sessions

https://docs.google.com/document/d/1lfzbnZ_cJdQnRTcQHJtVRZ3lbSBoJWhWm10cFk9RzWM/edit?usp=sharing

Boat safety videos

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 capsize drill and recovery - <https://www.youtube.com/watch?v=A6un3TkbQUQ>

Session managers

Checklist of responsibilities -

https://docs.google.com/document/d/1Fzh_7F0ABspnrftBPCULGG3Xcv9PhacnriVicdxM96Y/edit