

VERSION 1
NOV 2023



LOCH EARN

SAILING CLUB

Sandy Point, St Fillans, Perthshire PH6 2NG

CARAVAN BYE-LAWS

EFFECTIVE 19/11/2023 AGM

LOCH EARN SAILING CLUB
SANDY POINT
ST FILLANS
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1. CARAVAN SITE LICENCE

- 1.1. The Caravan Site is managed by the General Committee under the terms of a Site Licence, dated 3 September 2014, from Perth and Kinross District Council.
- 1.2. Individual plots are let annually to members by the General Committee. Members who are allocated a plot agree to comply fully with the terms of the above said Site Licence from Perth and Kinross Council and those Bye Laws hereafter stated. A copy of said Site Licence will be made available to each member allocated a plot.
- 1.3. Additional car parking, beyond one unit per caravan, shall be in the main Club car park.
- 1.4. Individual water supplies shall be provided to each unit. A separate stopcock shall be fitted at each caravan. Each caravan owner shall provide a suitable soakaway drainage system for grey water only.
- 1.5. Vehicles are required to drive on the site roads and are not allowed to drive over or transit the grassed recreational area. The grassed area is for recreation and occasional camping in tents or vans.
- 1.6. Caravan owners shall maintain their LPG gas burning appliances and installations to current regulations and guidance from Gas safe register.
- 1.7. Caravan owners shall maintain their electrical installations as per the IEE wiring regulations.
- 1.8. Animals may be kept on site but shall be adequately controlled at all times.
- 1.9. Caravan owners shall maintain the area around their caravan up to a 3m radius to ensure it is kept in good order and in compliance with the site licence and to assist in reducing costs and potential damage from grass cutting operations.
- 1.10. Caravan owners shall be responsible for removing refuse from suitable receptacles in their own van to the communal receptacles situated by the main gate and sorting/recycling that refuse appropriately.
- 1.11. Caravan owners shall make themselves aware of the location of fire points and the procedure for use thereof.

2. CARAVAN ALLOCATION

2.1. POLICY

- 2.1.1. Caravan plots are let annually to members who actively sail or substantially assist in the running of the Club. The primary purpose is to enable those members to more fully participate in all Club activities.
- 2.1.2. The plot site annual fees are set by the committee and members at the AGM and they are to cover all the site compliance, running and maintenance expenses plus consideration for future costs for planned replacement/maintenance of infrastructure, etc.
- 2.1.3. Caravans shall NOT be sub-let. Caravans may only be loaned to sailing members of the club or to participating entrants at Club Open events as well as Training and Family Weeks. The caravan owner is welcome to have guests out with the times above, but the caravan owner must be present at all times.

2.2. CARAVAN SITE/PLOT ALLOCATION

- 2.2.1. The allocation of a vacant plot is at the absolute discretion of the General Committee. The Committee's decision to allocate a plot to a qualifying applicant will be based on consideration of the following criteria:
 - A minimum of two full years' active membership to the Club
 - Families with active sailing members and the number thereof
 - Time on the waiting list
 - Participation in sailing as supported by results or by the Committee.
 - Active and consistent engagement in the running/upkeep of the Club and facilities
 - Involvement in race duties and work parties
 - Involvement in the provision of training

2.3. CARAVAN PLOT WAITING LIST

- 2.3.1. Any member who believes they meet the above criteria and wishes to be put on a waiting list for a caravan plot shall apply in writing to the General Committee.

- 2.3.2. The Committee will consider each application and, at their absolute discretion, will add that member to the waiting list if they believe the member to be a qualifying applicant.
- 2.3.3. As a guide, the Committee would consider that a member is a qualified applicant to join the waiting list in accordance with the above plot allocation criteria.
- 2.3.4. The Committee will advise applicants of their decision in writing. The waiting list shall be reviewed each year to confirm its validation.

2.4. CARAVAN PLOT ALLOCATION

- 2.4.1. When a caravan plot becomes available, the Committee will, in the first instance, advise existing plot occupiers of this availability. Any existing plot owner who would be interested in moving to that plot shall so advise the Committee in writing within 14 days. The Committee will then consider all such applications, using the same selection criteria used for allocation of a plot. The Committee will allocate the vacant plot to the most suitably qualified applicant, if any.
- 2.4.2. The committee may also confirm that there are no interested plot holders wishing to move to allow a more streamlined 2nd and 3rd rounds.
- 2.4.3. The Committee will then consider all applicants on the waiting list, identify, in their opinion, the most qualified person on the list at that point in time, and provided they meet the criteria, offer that person the allocation of a caravan plot.
- 2.4.4. If in Committee's opinion, no one on the waiting list at the time of a plot becoming available meets the minimum criteria for allocation of a plot, the Committee may, in their absolute discretion, leave the plot unallocated.
- 2.4.5. Members allocated a caravan plot agree that they will either transfer their caravan to another eligible member or remove their caravan off plot entirely at their own expense when they resign, upgrade their caravan, or no longer have an allocated plot.

2.5. CARAVAN SELECTION AND SITING

- 2.5.1. On allocation, the caravan owner shall determine from the Committee the maximum size of caravan that will be permitted on that plot.
- 2.5.2. Caravan owners shall obtain consent from the Committee prior to placing a caravan on a plot or replacing their caravan with another model. Failure to do so may result in the member being instructed to remove their caravan from the plot.
- 2.5.3. Caravans shall be positioned and aligned as instructed by the Committee in accordance with the site plan.
- 2.5.4. The caravan owner is responsible for positioning the caravan on the plot,

2.6. REMOVAL OF CARAVANS

- 2.6.1. Existing Plot holders are responsible for removal of their caravan off plot entirely at their own expense when they resign, upgrade their caravan, or no longer have an allocated plot. There are local contractors who will assist in the safe disposal of caravans.
- 2.6.2. Dismantling of caravans on site should be done in consideration of environmental impact. No rubbish should be left or burnt on site. All disposals of caravans should be notified in writing and then ratified by committee.

2.7. NON-COMPLIANCE (WITH ALLOCATION CRITERIA)

- 2.7.1. The Committee recognises that the cost of acquiring and siting a caravan can be considerable. If a member continues to meet the qualifying criteria for allocation of a plot and makes appropriate use of their Caravan during the season, there shall be a presumption that the plot allocation will be renewed annually.
- 2.7.2. The plot allocations are not for ever and at some point, there will be a time when it should be handed back to the committee for reallocation. We ask members who have a plot to carefully consider this especially when we have a long waiting list.
- 2.7.3. Where a member no longer wishes to retain their plot allocation, they should inform the Caravan Convenor so that reallocation may proceed.
- 2.7.4. Where a member (here, the defaulting member) is neither sailing regularly nor otherwise substantially contributing to the running and operation of the Club, renewal of their plot allocation shall not be assured.

- 2.7.5. In the first instance, the Caravan Convenor, after consultation with the General Committee, will approach the defaulting member to ascertain any valid reason why there has been a decline in attendance/use of the Club and of any plans that defaulting member has for improved future participation at the Club or of any mitigating circumstances that would prevent their ability to comply in the current year.
- 2.7.6. The Caravan Convenor will report back to the Committee who will decide on any action that may be required.
- 2.7.7. Where a valid extenuating circumstance has been offered as a reason for non-compliance, the Committee may use its discretion to determine a suitable period in recognition of said circumstance, during which time that member shall be excused some or all compliance requirements.
- 2.7.8. Where the Committee is not convinced that the defaulting member will or can comply with the allocation criteria, they shall request that the defaulting member meet with them to agree on what commitment is required by the defaulting member and the time scale to achieve this, in order that the plot allocation can be renewed.
- 2.7.9. A defaulting member shall be given a minimum of four months in the sailing season (16 March to 31 October) to achieve the agreed commitment.
- 2.7.10. A review shall be held by the Committee with the defaulting member mid-way through this period and at the end to assess progress/achievement.
- 2.7.11. Where a defaulting member refuses, without good reason, to meet with the Committee, the General Committee will NOT renew that defaulting member's plot allocation in the following year.
- 2.7.12. Where there is insufficient time in the current sailing season for the defaulting member to achieve the agreed commitment, then the General Committee will renew that member's plot allocation in the following year on a qualified basis.
- 2.7.13. A decision not to renew a defaulting member's plot allocation shall require the concurrence of a minimum of 75% of all Committee members entitled to vote.
- 2.7.14. A decision not to renew a member's plot allocation will not necessarily impact on a member's membership of the Club. However, if a member whose plot allocation has been withdrawn refuses to remove or dispose of their caravan in a timely manner, this shall be dealt with under Rule 37 of the Constitution and Rules of LESC. In these circumstances renewal of the member's membership of the Club may be refused.

3. CARAVAN MANAGEMENT AND RULES

3.1. MANAGEMENT

- 3.1.1. Rules for the day-to-day management of the caravan site and the caravans thereon are set by the Committee and members at the AGM.
- 3.1.2. A Caravan Convenor is appointed annually by the Committee to act as first point of contact between caravan owners and the Committee in regard to compliance with these rules. The Caravan Convenor, if not already a member of the General Committee, will be co-opted thereon.

3.2. RULES

- 3.2.1. Caravans shall be fitted with carbon monoxide and smoke detectors.
- 3.2.2. Caravans shall be fitted with suitable fire fighting equipment appropriate for their installation risks.
- 3.2.3. No cutting or clearing of timber may be done without the prior consent of the Committee.
- 3.2.4. Do not bring any garden plants to the site for planting. This is to protect our biodiversity within the national park.
- 3.2.5. Caravans must be provided with soak-away drainage. Soak-away drains are not the responsibility of LESC.
- 3.2.6. Chemical fluids must not be deposited in the Club drainage system.
- 3.2.7. Caravan exteriors must be washed at least once a year.
- 3.2.8. The recommended safe driving speed within the caravan site is 5 mph.
- 3.2.9. Consideration must be given to other site users, and noise kept to a minimum after 2300 hrs.

- 3.2.10. No junior member may stay on Club site overnight except under the direct supervision of an adult member.
- 3.2.11. After 2300 hrs please be mindful to keep noise levels to a minimum to not disturb other members unnecessary.

REVIEWED AND UPDATED OCT 2023