



## **Tollesbury Parish Council**

Notice is hereby given that the virtual Meeting of the **TOLLESBURY PARISH COUNCIL WOODROLFE HARD COMMITTEE** will be held on Tuesday 23<sup>rd</sup> February 2021, via Zoom commencing at 7.30 pm, to which members of the Woodrolfe Hard and Marine Assets Committee are summoned for the transaction of the under-mentioned business.

*M. Curtis*

Michelle Curtis – Clerk to the Council

16<sup>th</sup> March 2021

Councillors: M Bell, R Clare, R Lankester, S Plater, A St Joseph

Non-Voting Members: A Eastham, B Parmenter

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**THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND**

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

**The meeting is virtual and is being held via Zoom. If you wish to attend the meeting, please contact the Clerk who will email you joining information.**

**1. Apologies for Absence**

To receive apologies for absence.

**2. Declaration of Interest**

Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct. Unforeseen interests must be declared similarly at the appropriate time.

**3. Public Forum**

Members of the public will be given an opportunity to put forward their question(s) or statement to the Council. The Chairman will at his discretion then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.



**TOLLESBURY**  
PARISH  
COUNCIL

- 4. Minutes**  
To receive and approve the Minutes of the Woodrolfe Hard Committee Meeting held on 19<sup>th</sup> November 2020. #
- 5. Project Works**  
To receive an update on the project works at Woodrolfe Hard.
- 6. Rules and Regulations – Woodrolfe Hard**  
To review the updated Rules and Regulations for Woodrolfe Hard. \*
- 7. Other Matters**  
To consider any other matters relating to Woodrolfe Hard.
- 8. Next Meeting**  
To agree to the date of the next Woodrolfe Hard Committee meeting.

***Key: \* = attached - # to follow***

**Clerk:** Michelle Curtis

**Address:** 4 Valkyrie Close, Tollesbury, Essex CM9 8SL

**Telephone:** 01621 869039. **Email:** tollesburypc@btinternet.com



TOLLESBURY  
PARISH  
COUNCIL

WOODROLFE HARD  
RULES & REGULATIONS

# Rules & Regulations Woodrolfe Hard

V5.1

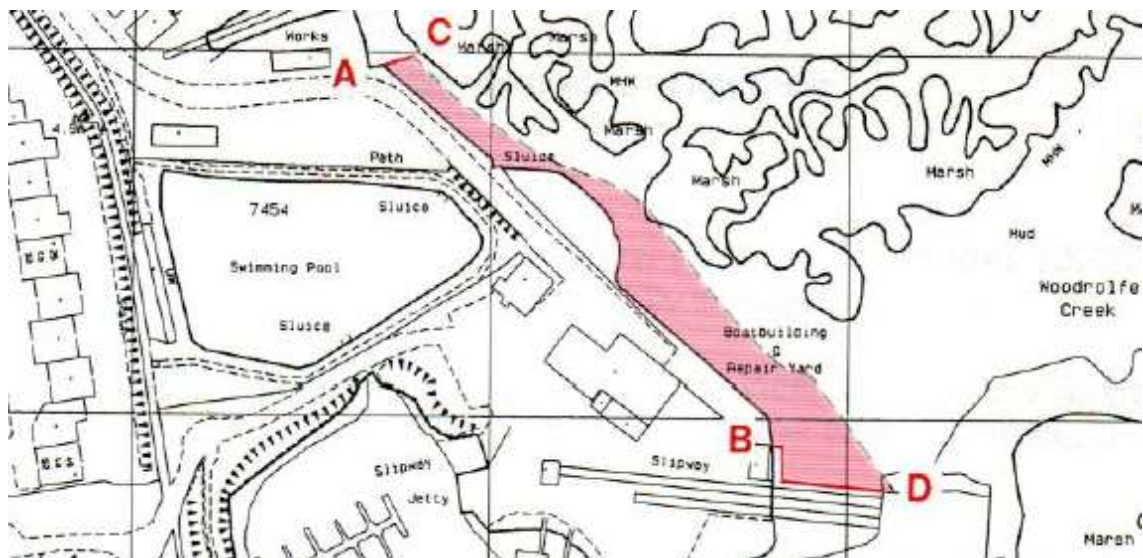
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## WOODROLFE HARD



### NOTICES and DEFINITIONS

- Tollesbury Parish Council (the "Parish Council") leases Woodrolfe Hard and part of Bontings Creek from The Crown Estate; and has an Annual Licence with Fellowship Afloat Charitable Trust (FACT) for use of the "Tollfish Hump".
- The "Leased/Licensed Area" comprises the "Hard", "Tollfish Hump" and the relevant part of Bontings Creek (shaded area, as illustrated between A-B and C-D).
- The Leased/Licensed Area forms an important part of Tollesbury's maritime infrastructure. It is provided as a public facility solely for the purpose of launching and recovery of dinghies and boats ("Small Craft").



- “Dinghy” means any vessel less than 14’ (4.3m) length overall and less than 10’ (3.0 m) beam (including rigging, spars, tackle and fittings) powered by oars, paddles, sails, or outboard motor not exceeding 4HP.
- “Boat” means any vessel powered by oars, paddles, sails, inboard engine, or outboard motor; power unit not to exceed 50HP.
- Vessels designed for use at high speeds, including Personal Water Craft (PWC) and hovercraft are not permitted to launch or recover in the Leased/Licensed Area.
- Small Craft are permitted to be launched or recovered from manual launching trolleys (“Trolleys”) or from road trailers attached to vehicle towbars (“Trailers”).
- To ensure the safety of navigation and the sustainable use of the Leased/Licensed Area for the benefit of the people of Tollesbury and visitors, the following Rules & Regulations (the “Regulations”) will apply.
- Anyone using the Leased/Licensed Area will only be permitted to do so on the condition that they abide by the Regulations. All persons using the Leased/Licensed Area do so at their own risk. They must carry out their own assessment of risks; and possess insurance cover for Third Party risks.
- The Parish Council will not be liable for any damage, costs or losses suffered by any person using the Leased/Licensed Area, whether involving Small Craft, Trolleys, Trailers or associated oars, paddles, engines, propulsors, sails, spars or marine equipment.

## **RULES & REGULATIONS**

### **1. Use of the Leased/Licensed Area**

- Strictly complying with the definitions above, Small Craft are permitted to be launched or recovered from the launching ramp at the Hard on the tide, by hand or from a Trolley or Trailer. This is free of charge.
- Boats may lie on the Hard for light maintenance or emergency repair for a maximum period of two days. This is free of charge.
- Dinghies may be kept on the Hard, subject to prior application to the Parish Council and payment of a fee (the “Annual Charge”).
- Once granted permission, dinghies must be moored or stored as directed by the Parish Council and must always display a valid Licence Disc in a prominent place.



- Dinghies must be securely fastened to the mooring buoys and chains provided, in such a manner that they cannot drift onto the road or obstruct the launching ramp, whatever the wind conditions or state of tide.
- No Trailer shall be left on the Hard at any time.
- After use for launching and before use for recovery, Trolleys may be left adjacent to the Granary, but they must not obstruct the launching ramp at the Hard.
- Any persons damaging, or causing their Small Craft or vehicle to damage, the Leased/Licensed Area shall be liable for the reasonable remedial costs of such damage.

## **2. Notification and Payment of Fees**

- Fees and charges are published on the website of the Parish Council.
- The Annual Charge is payable on a full year basis and will not be pro-rata.
- Upon receipt of payment for the Annual Charge, the Parish Council shall issue a Licence Disc.
- The Parish Council reserves the right to remove any Small Craft for which fees and charges have not been paid when due; that fail to display the Licence Disc; exceed the period of their license; or in any respect fail to comply with these Regulations.
- The Parish Council shall use reasonable efforts to locate the owner(s) of Small Craft removed. A notice published in Tollesbury Parish Magazine, the Tollesbury Neighbourhood Watch page of Facebook and on the Parish Council website shall constitute reasonable efforts.
- If, following reasonable efforts, the owner cannot be located, fails to promptly pay any fees and charges outstanding, or persistently breaches the Regulations, the Parish Council shall be entitled to sell the relevant Small Craft to defray costs.

## **3. Care for the Environment.**

- No garbage or rubbish of any kind, or oil, oily bilge water or other toxic or polluting substances shall be discarded or discharged at any state of tide from any Small Craft or other vehicle on or in the vicinity of the Leased/Licensed Area.
- Any hull cleaning or washing undertaken on the Hard is conditional upon the user complying with all current legislation and codes of practice relating to the prevention of invasive or alien species from hull fouling.



- Whether by deliberate scraping or other maintenance action, it is strictly forbidden to release toxic residues (for example from anti-fouling paint) from the hulls of Small Craft into the water or onto any part of the Leased/Licensed Area.

#### **4. General Conditions**

- Small Craft using the Leased/Licensed Area shall be handled with due care and attention; avoiding wash; keeping a careful lookout for swimmers; and always strictly complying with the local Speed Limits, namely:
  - 4 knots within the Leased/Licensed Area and in Woodrolfe Creek and
  - 8 knots in the channels to seaward.
- Other than for launching or recovery from the Hard, no Small Craft shall anchor, moor, take the ground or otherwise berth in the Leased/Licensed Area without the prior written consent of the Parish Council.
- Notwithstanding the above, the Parish Council may require any Small Craft that is anchored, moored or berthed in the Leased/Licensed Area without consent to be removed; failing which, the Parish Council may authorise its removal at the owner's expense.
- The Parish Council shall be entitled to give directions to persons using the Leased/Licensed Area, to ensure the safety of people, the environment and property, and to maintain general good order.
- The Parish Council reserves the right to deny access to the Leased/Licensed Area for any Small Craft in persistent breach of the Regulations, or with operating characteristics or methods of use that it deems to be detrimental to the safety of other users.
- Enquiries relating to the Leased/Licensed Area and any proposals for exceptional, non-compliant or commercial use are to be addressed to the Parish Clerk for consideration in advance by the Parish Council, case by case.

## **FEES & CHARGES**

(Applicable from **1<sup>st</sup> February 2021**)



**The latest fees, charges, rules and regulations are on the Parish Council website.**

Annual Charge for Dinghy registration – **£49.50** (inclusive of VAT)

All fees and charges are to be paid **within 28 days of invoice date.**

Small Craft in the Leased/Licensed Area not displaying a required Licence Disc will be deemed in arrears.

Version	Details of Changes	Date	Approver
2.0	Updated Regulations	08/10/2015	WH Committee
3.0	Reviewed and amended	19/11/2020	WH Committee
4.1	Edited and updated	xx/xx/2020	WH Committee
5.0	Edited and updated, remove 'Dock'	xx/xx/2021	WH Committee
5.1	Edited and updated, definitions	xx/xx/2021	WH Committee