

REGULATIONS (2022)

Regulations are made by the Committee from time to time (Rule 19) and may be changed as need dictates. The Honorary Secretary will be responsible for keeping these Regulations up to date in the light of committee decisions.

COMMITTEE

1. Full job descriptions and limits of authority shall be given to all Club Officers, Officials and Sub-Committees by the Committee.
2. Each Vice-President should have an oversight of, and help provide liaison between, one or more of the following: PSC, HMSC, Meets Secretary or the BMC etc.
3. All Committee members shall attend Committee meetings whenever possible, if they are unable to attend they must notify the Honorary Secretary who will endeavour to ensure quorate meetings. (see Appendix 2 for decision making between meetings). When unable to attend they shall communicate their views on the topics under discussion to the Committee prior to the meeting. Members who fail to attend 3 consecutive Committee meetings shall not normally be eligible for re-election to the Committee.
4. All Committee members shall be prepared to undertake work helping the Officers and Officials of the Club in their activities. The Ordinary Members of the Committee shall be encouraged to have 'areas of responsibility' (jobs) within the Committee; to be defined from time to time by the Committee.
5. Each committee members should regularly check the committee forum on the website and contribute to discussions and participate in on-line votes to allow decisions to be made between meetings. Appendix 2 gives full details of the procedures for decision making between meetings.
6. Every effort should be made to ensure that the Committee reflects the overall membership of the Club. The majority of the Committee shall be active members.

SUB-COMMITTEES – GENERAL REGULATIONS

7. Each sub-committee will have a specific remit and clear delegated powers.
8. Sub-Committees shall meet at least three times a year.
9. Each sub-committee shall have a chair appointed by the committee, a secretary approved by the committee and other individuals as necessary. The structure of the sub-committee and the recruitment of other sub-committee members are delegated to the sub-committee with the committee confirming these appointments.
10. Where Sub-Committee activities involves expenditure the Chair shall submit to the Committee by the end of August each year a full Annual Operating Plan for the following year, including all items of expenditure in priority order.

11. Once the Committee has ratified the Annual Operating Plan and budget of a Sub-Committee, it may be implemented without further reference to the committee provided expenditure remains within agreed limits.

12. Every Sub-Committee Chair shall attend meetings of the Committee to report on the activities of their Sub-Committee including an accounts balance sheet showing income and expenditure in the previous quarter.

13. Each sub-committee shall provide the Honorary Secretary with a detailed report of their activities for inclusion in the Annual Report to Members.

HUTS MANAGEMENT SUB-COMMITTEE (HMSC)

14. The primary roles of the HMSC are to monitor hut use and to ensure that our huts are safe and pleasant places to stay.

15. The FSC will work with HMSC to make a recommendation to the September committee meeting for Hut fees for the coming year. The committee will ratify or amend the proposed figures as necessary.

PUBLICATIONS SUB-COMMITTEE (PSC)

16. The HMSC Chair and H&S Monitor will produce an annual H&S audit and report (including nil-

17. The primary role of the PSC is to bring forward proposals for the publication of guidebook titles and to see through the preparation and publication of those editions approved by the committee.

18. The recruitment of authors is delegated to the PSC.

19. Prior to the commencement of any expenditure on a proposed edition PSC will present, as part of its annual operating plan, a business case for the publication.

20. The framework for payments to be made for guidebook work should be reviewed as necessary and included in the annual operating plan.

FINANCE SUB-COMMITTEE (FSC)

21. The primary purpose of the Finance Sub-Committee is to bring together (either physically or through a dedicated website forum) the key post holders involved in the Club Finances to consider in detail any financial issues/concerns and make recommendations to the Committee. The FSC will model future income and expenditure and prepare an annual budget to be presented at the September Committee Meeting. The Treasurers' annual report will include the work of the FSC.

22. The standing members of the FSC will be A Vice President, The Treasurer, The Finance Secretary and The Secretary. The President, HMSC and PSC Chairs (or another representative from each sub-committee) will be invited as required.

23. The FSC will work with HMSC to make a recommendation by August for the September committee meeting for Hut fees for the coming year. The committee will ratify or amend the proposed figures as necessary.

MEMBERSHIP

25. Members are requested to put forward proposals for genuinely strong candidates. Guidance for applicants and their sponsors is available on the Club's website and will be appended to these regulations.

26. No membership application shall be considered until it has been Proposed and Seconded by members of at least two years standing who have also submitted the required letters of support to the Membership Secretary. The preferred method of application is on-line.

27. There is no lower age limit on applications, the only criterion being that the applicant meets the normal criteria. Applications from under 18's must be countersigned by a parent/guardian and the young member must always be accompanied by a responsible adult when they use club facilities or participate in club events.

28. Members should not propose or second any individual who is any way related to them.

29. The club will offer Aspirants' and other Meets to allow potential members with no previous contact with us to meet and climb with club members. Attendance at three such meets is required for such potential members to obtain proposer and second so that they may apply for membership.

30. Members should have personal knowledge of an applicant's climbing and mountaineering experience before agreeing to propose or second their application. Ideally, they should have climbed with them.

31. Members should only propose or second candidates who meet the criteria shown below. The Membership Sub-Committee may consider other skills/qualities which support an application. We prefer members to bring their applicant to a meet or huts. We expect applicants to have had some involvement with the club prior to applying (e.g. visited hut/attended meets).

32. The Committee Policy is that membership is open to any enthusiastic and competent rock-climber or mountaineer who is an experienced leader of adventurous climbs.

33. The committee may approve applications from individuals who have a long personal connection with the Club.

MEMBERSHIP SUB-COMMITTEE

34. The Membership Sub-Committee will comprise The Membership Secretary (Chair), A VP and an Ordinary Committee Member. It will normally meet electronically through the website to consider all applications for membership voting on applications when required.

35. The authority to elect candidates to membership is delegated to MSC provided they unanimously agree that each applicant meets the criteria.

36. The MSC will refer to the Committee for discussion and decision all applications where they are in doubt about the candidate's experience.

37. The Membership Secretary will build a portfolio of those applications that were determined by committee to help guide future considerations

HANDBOOK

38. The Handbook and Membership Lists should be revised and circulated at least biennially.

E LETTER

39. Frequent and open communication and engagement with all of our members is a key commitment. The Committee shall ensure that appropriate media are used to achieve this in a timely and cost efficient manner.

ARCHIVES

40. The Club Archivist shall maintain a collection, or collections, of literature and other material relevant to the Club as described in their job description.

HEALTH & SAFETY

41. The Club has a Health & Safety Policy which is reviewed at least annually. The full Policy can be seen in Appendix 1.

42. The Committee recognises that while involved in club activities, staying in our huts or helping to maintain them, our members, guests and visitors face a variety of hazards. It also recognises that the Club has a duty of care to all members, guests and visitors as well as specific statutory obligations.

43. The Committee is determined to do whatever is within their control to reduce the risks associated with these hazards as far as is reasonably practicable, and to ensure statutory obligations are addressed.

HUTS

44. All members may use any of the Club's eight huts and should aim to create a welcoming atmosphere when in residence.

45. All members may obtain a hut key fob from the Membership Secretary. This key fob remains the property of the club.

46. Key fobs must never be loaned to non-members so they can visit a hut without being accompanied by the key fob owner. The Club prefers that members do not lend their key fob to other members but recognise that sometimes this may be necessary. This must be registered with the Huts Finance Secretary (hmsc@climbers-club.co.uk) in advance.

47. Members may introduce guests (including family members), all pay the appropriate bed-night fee. For the purpose of hut fees a member's family is limited to their, partner/spouse and their children.

48. Children in huts. The Club wishes its huts to be as family friendly as possible while respecting the needs of members and ensuring the safety and protection of members, their guests and children. For the convenience of both members and family groups children must sleep in a booked individual room (or camp if there is no bookable room available).

49. All members share responsibility for the maintenance, security and upkeep of our huts. This means that we expect all members using huts ensure that they leave them clean and tidy at all times and that the last person out ensures that all windows are closed and doors locked.

50. The Club does not carry insurance for your property in our huts.

51. Everyone must sign the hut register on entering the hut, this includes day visitors

52. Pets are not allowed in huts

53. At the end of your stay complete the details in the hut register, your hut fees will be collected by Direct Debit if you pay your membership subscription by Direct Debit, we no longer accept payment by cheque for members' hut visits. Members are responsible for their guests' fees. All bookings, other than a booking by a member plus up to three guests (each aged 18 years or above) must be paid for at the time of booking

54. Before you leave ensure that the hut is left clean and tidy, follow the instructions for leaving the hut and ensure that the hut is left secure (i.e. all windows closed and external doors locked).

HUT BOOKING

55. The current availability of beds in each hut can be seen in the members' area of the website and **members must book their hut stays in advance** using the online booking system. The calendar shows bed availability in real time and beds can be reserved at short notice, this will produce an immediate confirmation slip.

56. Bookings that involves the whole hut, a specific room, more than 3 guests, use of the hut as part of a member's professional work eg as a guide, with children under 18 or for more than 7 nights cannot be booked at short notice as they need to be paid for in advance and needs a minimum of 5 days' notice. These bookings are made via the Hut Booking Secretary (hut-booking@climbers-club.co.uk).

57. Groups with a room booking have priority and the room must be vacated by others if necessary.

58. If there is a hut based meet all the beds are booked out for that meet and if you wish to use the hut that weekend you must book on to the Meet.

59. All bookings by external groups are managed by the Huts Bookings Secretary.

61. In all cases (except where a member has booked plus up to 3 guests and 1 guest in the case of Riasg during the winter season) the Huts Bookings Secretary will determine if a booking is to be

accepted and the deposit needed to secure the booking.

Booking principles:

- Any hut will not normally be booked out on consecutive weekends
- Payment for either outside bookings or members where payment for bookings that have to be approved by HBS are full cost in advance (there is a scale of refunds).
- Riasg bookings in the winter season (November 1st to May 31st) for the 3 bed room (and the 5 bed room during April/May) must be paid for at the time of booking and there will be no refund if the beds are either not used or cancelled with 7 days.

62. Larger groups (i.e. more than three guests including family members) can be taken when booked in advance; family members pay their normal fee but all the other guests pay the full external booking fee.

Although not part of these regulations the table below summarises the booking options for each hut

	Count House	Cwm Glas Mawr	Grange Old School	Helyg	May Cottage	Riasg ⁵	RO Downes	Ynys Ettws
Max	37	9	13	13	12	20	21	18
Rooms	12, 6, 4, 12, 3	5, 4	10, 3	13	6, 6	6, 6, 5, 2/3	10 Rear, 11 Front	12, 6
Members' room	Room 4 – 12 beds ⁶ Room 5 – 3 beds ⁶	No	No	No	No	6 bed Members and their guests ⁶	11 bed Members and their guests ⁶	6 bed Members and their guests ⁶
Outside Booking Weekday ^{7&8}	22 Max	9 Max	10 Max (Outside & KC 6 Max)	13 Max	No	Jun to Oct Only	10 Max	12 Max
Outside Booking Weekend ^{7&8}	22 Max	9 Max	10 Max (Outside & KC 6 Max)	13 Max	No	Jun to Oct Only	10 Max	No
Outside Booking BH	No	No	No	No	No	No	No	No
Camping Tents (Small)	Members' 7 max	No	Members' 4 max	No	Members' U18 6 max	No	Members' U18 3 max	Members' U18
Reciprocal Rights KC ⁷	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
July & August	CC Members & KC	Yes	CC Members & KC	Yes	CC Members & KC	Yes	Yes	Yes
University	No	No	No	No	No	No	No	No
U18s in hut ⁷	Yes Rooms 2, 3	Yes Room	Yes Room	Yes Whole	No	Yes 2/3 bedroom (all	Su-Th with Responsible	No
Bookable Room ⁸	Room 1 -12 beds Room 2 – 6 beds Room 3 – 4 beds Room 5 – 3 beds ⁴	Single room or Whole hut	Single room	Whole hut	Single room only	2/3 bed room (CC- all year Outside – Jun to Oct) or 5 bed room (CC – Apr to Oct Outside – Jun to Oct) or Whole hut Jun to Oct	10 bed	12 bed week days
Ambulated Disability Bed ⁸	Room 5 2 beds by arrangement for external parties. ⁴	No	No	No	No	No	1 bed in 11 room	No

Notes:

4. Count House Room 5 is only bookable by an external party for those that are ambulatory disabled.

5. Riasg November to May – CC members and Wayfarers Reciprocal Rights Guests are only permitted to sign in one guest, excepting the 2/3 bookable room.

6. Members and their guests – A Member's guest (1) may stay in the members room if all other rooms are booked by other parties.

7. External groups and Kindred Club members are not permitted to bring children (U18) to our huts.

8. No hut is to be booked out to external parties on two consecutive weekends or to two different clubs at the same time.