

Northampton Marina Site Rules

These Site Rules apply to all berth holders, their visitors and visiting boats. Failure to comply with any of the Rules is a breach of Mooring Terms and Conditions. Visitors, contractors and visiting boats that breach these rules will be required to leave immediately. Regular, significant, persistent or continual breach of Site Rules or Mooring Terms and Conditions will result in the termination of your Mooring Licence. We also reserve the right not to renew a mooring agreement in these circumstances. The Site Officer will determine if Site Rules have been breached.

Mooring Agreement Terms

1. All vessels, including visiting boats, moored within the marina **must** clearly display a valid vessel registration disc and the vessel name and registration number at all times.
Vessels registered under a houseboat tariff are not permitted to moor in the marina.
2. All Mixed-Use Mooring Agreements are advised to vacate the Marina for 4 weeks in total before **1st November each year** to ensure navigating is avoided during adverse winter conditions. Any remaining time **must** be taken before **April 31st each year**. All time out **must** be taken in blocks of at least three consecutive days, and you **must** sign out and back in at the site office when departing and returning otherwise the time out will not be counted. Anyone joining part-way through the year must begin their agreement **2 weeks before their arrival date** to meet the 2-week requirement for a 6-month contract.
3. All electricity credit should be transferred from your pedestal onto your electric card when your boat leaves the marina for longer than seven days. This will prevent loss of any credit during periods of subletting.
4. Over-night/visiting boats **must** vacate the marina by 2pm on the day of departure. Any boat staying later than 2pm will be required to pay a further fee equivalent to that of an overnight fee.
5. We reserve the right to move and relocate any vessel within the marina as necessary.
6. Security fobs and the electric card **must** be returned at the end of the mooring term. Fobs and cards remain the property of the Environment Agency and **MUST NOT** be transferred in any case. Berth holders are issued with two fobs and an electric card at the start of their mooring. Replacement fobs and electric cards are charged at £10 each.
7. There is a minimum charge equivalent to a 30ft/ 9.14m boat, to moor a boat in the marina.

Code of Conduct

8. All marina users and their visitors **must** respect and pay due regard to all other Moorers, staff, contractors and visitors on site. Aggressive, threatening, or inappropriate behaviour, either physical or verbal, will not be tolerated and could result in the termination of your mooring agreement and the removal of your vessel. Instances that are deemed of a serious nature will be reported to the police.
9. The display of inappropriate, unsightly or offensive material is prohibited.
10. No radios or televisions shall be operated within the marina as to cause nuisance or annoyance to any other users of the moorings or persons residing in the vicinity, at any time.

Marina Facilities and Amenity Areas

11. Please leave all facilities (laundry, washrooms, showers, toilets, elsan) as you would wish to find them, clean and useable. Please report any problems or defects to the Site Officer immediately on 07867 580129.
12. All walkways and pontoons **must** be kept clear, tidy and safe at all times. No trailing cables, hoses, mooring ropes, items of boats' gear, fittings or equipment, supplies, stores or the like **must** be left upon the jetties and pontoons. The only exception is mobility vehicles, the exact location of which to be agreed with the Site Officer.
13. You **must** comply at all times with the instructions on use of the water and electrical supply printed on the pedestals at your mooring berth. Hosepipes **must** not be left connected to the water tap when not in use; this is a strict requirement of the water provider.
14. No fishing or swimming is allowed within the marina.
15. No ball games are allowed within the marina.
16. The use of BBQs is restricted to the designated area on the south side of the marina only. Please leave the BBQs clean and tidy, as you would expect to find them, for the next user. Ash **must** be emptied into ash bins provided which are located adjacent to the garage.
17. No camping is allowed within the marina, public area or on the island adjacent to Northampton Lock.

18. The flying of drones or other similar unmanned craft over or within the marina will only be allowed with the permission of the Site Officer and **must** comply with drone flying law.
19. Bicycles **must** not be ridden on the floating pontoons or walkways.

Site Security and Safety

20. All berth holders should familiarise themselves with the marina's fire safety precautions and evacuation procedures. This information is contained within your Information Pack and is also available on request from the Site Officer.
21. To maintain site security please ensure that the gate is fully closed when entering or leaving. If you suspect that an unauthorised person has entered site please do not challenge them but report this to the Site Officer immediately.
22. Access fobs **must** be kept securely at all times. They **must** not be shared with or given to non-berth holders or transferred when the vessel is sold. Any access fob that is suspected of being misused will be deactivated.
23. All users of Northampton Marina **must** declare the use of Lithium Batteries on their vessels and the location of the batteries on the vessel to the Site Officer on upon arrival at the Marina.

Ensure you are notifying your insurer of the addition of a Lithium Battery on your vessel, failure to do this may result in the invalidation of your insurance and subsequent termination of your Mooring Agreement.

Incident Reporting

24. All incidents or accidents **must** be immediately reported to the Site Officer. This includes any accidents or injuries to contractors on site. All reports will be treated with the strictest confidence.
25. Outside of normal working hours the Duty Officer Phone number is for **emergencies only**.

Post

26. Use of the Northampton Marina address for receiving postal correspondence and for electoral registration purposes is restricted to occupants of full-residential mooring berths and for their personal use only.
27. Post will be collected from the post box once a day by site staff. For large items or parcels it is the responsibility of the individual to receive them. Site staff take no responsibility for undelivered items.
28. Temporary post handling facilities, using the marina as a “care of” address, for short periods will be permitted only with the prior approval of the Marina Site officer.
29. You **must not** use Northampton Marina to receive correspondence in respect of any business/company that you have, nor as the registered address for any such business or company.
30. When vacating your mooring at the end of your mooring contract **you must** provide us with your forwarding address.

Parking

31. Licensees and their visitors **must not** over-stay the strict 30 minutes short-stay parking arrangements which apply to the Marina’s allocated parking spaces within Becket’s Park. This area should be used only for loading and unloading purposes. Parking elsewhere within the Park is **strictly forbidden**; this includes the vicinity of the blue footbridge between the Park and the Marina. All vehicles should use the nearby public car parking facilities for longer stays.
32. Contractors **must** comply with the short stay parking limits for loading/ unloading any equipment or supplies.

Smoking

33. The Facilities Building is a non-smoking area. Smoking and the use of vaporisers and electronic cigarettes is not permitted inside or within 3 metres of the facilities building.

Animals

34. All dogs **must** be kept on a lead and under control at all times. Licensees will be held fully responsible for any damage or injury to persons or property within the boundaries

of the marina caused by domestic pets under their control or supervision. We do not permit dogs or other animals to be tied up on mooring pontoons.

- 35. Please clear up after your pet and dispose of their excrement in the dog bins provided around the site.
- 36. No animals, except assistance dogs, are allowed within the facilities building.
- 37. No marina user shall feed, intimidate, aggravate or carry out any act of cruelty on the wildlife within the marina. No marina user shall interfere with any of the systems that the Environment Agency uses to manage the wildlife within the marina.

Fuel/ Oil

- 38. Fuel and oil kept on board **must** be stored safely and securely and in accordance with Boat Safety Scheme advice and requirements. Fuel and oil **must** only be transported in approved containers and the Environment Agency reserves the right to refuse the use of any containers deemed to be unfit for purpose.
- 39. Containers **must not** be left on jetties, pontoons or any vessel in such a way as deemed unsafe by the Site Officer. Any spillages of fuel or oil **must** be reported to the Site Officer immediately.

Vessel Maintenance and Contractors

- 40. All boats **must** be kept clean, tidy, in reasonable repair and maintained in accordance with the Boat Safety Scheme. All items stored on boat roofs **must** be stored securely and 'wind proof'. Electrical equipment used by berth holders or their visitors **must** comply with current British Standards and Regulations. All cables, plugs and equipment connected to the socket outlets on the pedestals are the responsibility of the berth holder.
- 41. The pumping out of contaminated bilge water and use of sea toilets in the marina is **not permitted**.
- 42. No generators are to be used on site. All berths have electric hook-ups.
- 43. No apparatus or machinery shall be operated within the marina as to cause danger, nuisance or annoyance to any other users of the moorings or to any person residing in the vicinity. No such apparatus or machinery to be used between the hours of 8pm to 8am.

44. Berth holders **must** ensure Contractors sign in at the office before starting work and provide copies of documentation, e.g. insurance, risk assessments.
45. Berth holders **must** arrange to move their boat to an appropriate location before works are commenced if required, in consultation with the Site Officer.
46. Works **must** only be carried out by a person competent to do so.
47. Works **must** be carried out in a safe and considerate manner. No noisy or dusty works to be carried out between the hours of 8pm and 8am.
48. No works are permitted that may cause a pollution to the watercourse. Any spillages of oil or fuels **must** be reported to the site officer. An on-site spill kit is available if necessary. In the event of accidental spillage of a pollutant you **must** notify the Environment Agency immediately (24 hour incident hotline: 0800 80 70 60) to minimise the environmental impact.
49. All walkways and pontoons **must** be kept reasonably clear, and safe at all times for the duration of any works.
50. All rubbish and waste that is not standard domestic waste **must** be disposed of appropriately. Waste oil, fuel or batteries **must not** be disposed of in the marina bins. If necessary a waste carrier's licence **must** be provided.
51. No work, other than minor repairs and maintenance, is to be carried out on any vessel within the marina. Hot works are prohibited, including the use of grinders, chainsaws and similar equipment. For further advice please speak to the Site Officer.
52. The Site Officer can require any works within the marina to be stopped if they are causing a nuisance to other berth holders (for whatever reason) or deemed not in compliance with these site rules.

Sale of Vessels

The mooring agreement for the sold vessel terminates on the date of sale. On that date, the vessel **must** either vacate the marina, or the new owner **must** enter into a new mooring agreement effective no later than the date of sale.

Any remaining credit on the seller's electric card will be refunded to the seller and cannot be transferred to the new owner. Fobs and cards **must** be returned to the Site Officer on the day of sale and **MUST NOT** be transferred to prospective or new owners. The seller **must** complete and sign the change-of-ownership documentation at the site office on the date of sale. If the new owner does not complete a new mooring agreement on that date, a daily mooring charge will continue to be applied to the seller until the agreement is in place or the vessel leaves the marina.

Works that may be carried out on allocated berth
• Painting • BSSC assessments • Minor repairs and maintenance • Domestic refuelling
Works that must be carried out away from the pontoons eg on Visitor Pontoon
• Sanding, sawing or other works that create significant dust. Please be mindful of drifting dust that may cause a nuisance to other berth holders.
Works that must be carried out outside of the marina
• Commercial Fuel, oil or diesel work including filtering. This is due to the increased risk of pollution incidents • Hot works including use of grinders or chainsaws

We reserve the right to update and amend these rules at any time. Changes will become effective upon the site rules being displayed on the Notice Boards or other prominent place within the marina, or communicated to Licensees in writing.