



ST ANDREW'S COLLEGE

## **CONSTITUTION of the ST ANDREW'S COLLEGE FISHING SHACK**

### **Preamble**

St Andrew's College has had access to the Shack for over 55 years and despite changes of ownership still wishes the Shack to be a well maintained and sustainable resource available to College boys and Old Andreans.

To assist in achieving these objectives St Andrew's College has, at a Council meeting held on 23 May 2014, accepted an initiative taken by a group of OA shack supporters to form a Committee that will, under the auspices of St Andrew's College and with representation from St Andrew's College, be governed by this Constitution.

### **A. Principles**

The Shack Committee and the users of the Shack respect the following principles:

1. St Andrew's College is the 'owner' of the Shack and has the authority to dissolve the Committee and run the Shack and represent the interests of the Shack as it sees fit.
2. It is situated on land now owned by Eskom in a pristine natural environment. Users will at all times act in a way that respects this. Legal angling, spear fishing and bait collection are acceptable activities. For this reason access needs to be limited to responsible users - hence the principle that access will be allowed only to Shack Members as set out in this Constitution and according to the rules set up under the Constitution.
3. The continued access by St Andrew's College to the Shack is due in part to the good relations that have been built up between SAC and some existing users with Eskom and, prior to that, with the Inglis family who were the original owners. The Committee will delegate some of its members to taking responsibility for maintaining this relationship: in the event of problems they will keep St Andrew's College informed.
4. The Committee will work to ensure that the Shack operates in a financially responsible manner and no commitments with cost implications will be made without the prior consent of St Andrew's College.

### **B. Membership**

1. Access to the Shack must in all cases require the presence of at least one Shack Member.
2. A Member is normally an Old Andean who is:
  - 2.1 A person who has paid membership fees as determined by the Committee from year to year.
  - 2.2 A person who has thorough knowledge of the Shack and can responsibly take care of the Shack and its equipment and its environs and be trusted to respect all principles and rules set out in the Constitution (as amended from time to time).
  - 2.3 There may also be Honorary Members. Nomination of such people will be made to the Committee with a supporting motivation who will decide whether to accept it.

- 2.4 Boys under the supervision of a Master also have access to the Shack. The Master must meet the membership requirement at 2.2.
- 2.5 An application form, together with payment, must be submitted to the Committee Chair who will respond within 30 days.

### **C. The Committee**

1. The Committee will consist of:
  - The Business Manager
  - The Master in Charge of the Angling Club
  - Four other Old Andreans. The Committee will meet as often as it deems necessary but at least twice a year. One meeting will include an Annual Finance Meeting at which cost, charges and budgets will be adopted and decided.
2. The main roles of the Committee are as follows:
  - To decide on Membership and Membership fees.
  - To establish and amend Rules.
  - To prepare annual income and expenditure estimates and use these to:
    - set the fee for use of the Shack.
    - propose to St Andrew's College that it meets the cost of certain items and include any undertaking by St Andrew's College in its projected annual income and expenditure plan.
    - Ensure there is sufficient income to maintain the Shack and its equipment and furnishings (including the water supply, gas/power etc.) and that they remain in good condition.
    - Ensure that there is sufficient income to pay a person to maintain the shack from time to time. Alternatively, the annual voluntary shack maintenance trip would be continued.
  - If necessary, determine additional revenue means from time to time such as once-off levies for special projects.

### **D. Finances**

1. The Shack Committee has received assurance from St Andrew's College that it will start off on a clean slate. The Committee will ask the School for a statement of income and expenditure from time to time.
  2. Capital and major maintenance costs will be met by St Andrew's College subject to approval in advance.
  3. Operating costs and replacement of kitchen equipment etc. will be paid for from user charges managed by the Committee.
  4. The Committee will, on a monthly basis, monitor expenditure and income according to its annual projections (including rate of gas cylinder use) and will report to and act on any unforeseen significant variation from the projections (for example by raising trip fees, levies, etc.)
  5. The Committee has set the following fees for 2015:

Daily hire of The Shack is R300 (per night) with a supplementary charge of R50 per person per night where the numbers are above 6. No more than 8 people are allowed in the Shack overnight.
- 5.1 A R500 deposit is paid prior to acceptance of booking along with full payment of the Shack charge.

- 5.2 The charge for each boy attending the shack on school/angling club visits will be set by St Andrew's College which has determined a charge of R30 per boy per night.
- 5.3 The names of all visitors to the Shack has to be given to the School at the time of booking and all fees/ charges/ deposit will be paid when the booking is confirmed.
- 5.4 Once a booking has been confirmed by St Andrew's College the booking cannot be cancelled or postponed by the group or the Angling Club. If another group wants to take over that period then there will be a refund (full or proportional as applicable) otherwise the deposit and the fee for one night will be forfeited.
- 5.5 Normal annual membership fee is R200.
- 5.6 Life membership fee is R1000.
- 5.7 Honorary membership fee is nil.
- 5.8 Loss of deposit in full or in part will be incurred if and when any rule is found to have been broken: this will be as determined by the Committee based on a report from the incoming group.
- 5.9 St Andrew's College will maintain a booking register operated by Barbara Black – the School Receptionist. Only members are allowed to book. Bookings can be made 12 months in advance and will be provisional for one week during which the Master in Charge may declare that the dates are reserved for the Angling Club; if no such declaration is made within a week then the booking is confirmed by Barbara Black subject to the following rules:

## **E. Rules**

1. All trips will be accompanied by at least one Shack Member who will be held responsible for total compliance of the Rules for that trip.
2. Maximum of 8 people per trip.
3. No more than 3 vehicles per trip and no quads/motorbikes will be allowed.
4. Fishing regulations to be adhered to.
5. Stick to main routes only.
6. No hunting/fire arms/fireworks allowed.
7. No impeding on other property owners' privacy.
8. No trees can be felled/damaged for firewood and the environment will be treated with respect especially as far as litter is concerned.
9. All litter to be taken out and discarded at the Oyster Bay dumping site.
10. The keys to the Shack and the entrance gate will **not** be given to any group by the Oyster Bay Shop unless they have received written (email) confirmation of the booking, the payment and the numbers in the group.
11. Prior arrangements for the collection and drop off of the Shack keys has to be made with the Oyster Bay Shop.
12. On leaving the Shack the group will email a report within 24 hours to Barbara Black. The report will highlight any deficiencies or problems and make suggestions as applicable.
13. Each group will complete a daily journal in the ledger provided (kept in the milk can).
14. Bring your own wood – no local wood collection.
15. **Every group that makes a booking will be sent a copy of the above rules by the School Receptionist (Barbara Black) and be assumed to have read and accepted the rules.**