

Application for Licence for Pleasure Boat



FOR OFFICE USE

Insurance checked

Survey Valid provided

Annual Insp. Cert. provided

Boat master licence or equivalent

Fee Paid

Receipt No.

Approved / Refused

Name of Applicant

Address

.....

Tel No. Email:

Name of Boat

Nominated Departure Point(s)

Number of Passengers.....

I hereby apply for a licence to ply for hire with such boat and certify that I have read, understand and agree to comply with the Council's scheme of boat licensing. I enclose:

1. Valid Insurance Certificate
2. Annual Inspection Certificate (*Note: Requirements of annual inspection are enclosed*).
3. A current full condition survey report (*required upon first licence and every 5 years thereafter*)
4. Boat master licence or alternative as advised in MSN 1853
5. Licence fee of £145.00 (£72.00 – Rowing Boat) Cheques made payable to East Suffolk Council or make an online payment at www.eastsuffolk.gov.uk

Signed.....

Date

Annual inspection certificates may be completed by:

ANDMarine Ltd. Email: andmarine@gmail.com Tel. 07852 765695
 Terrence Davey. Email: gosford44@gmail.com Tel. 07710 206970
 Colin Mallard South. Email: Mallard2@aol.com Tel. 01206 307547
 Peter Simmons, Harbourmaster, Harbour Office, Blackshore, Southwold IP18 6TA.
 Email: Peter.Simmons@eastssuffolk.gov.uk
 Marine Techniques (have local marine surveyor who will attend anywhere in East Suffolk)
 Email: admin@marine-techniques.co.uk Tel. 0800 1488 150

or a member of the Institute of Marine Engineers at not less than Associate level / any other Marine Engineer approved by the Licensing Authority.

Applicants should note that Authorised agents will inspect the vessel for the following:-

TESTABLE ITEM	SAFETY REQUIREMENTS
<p>GENERAL ENGINE INSTALLATION (The engine to be securely fixed on engine beds; mountings to be in good order; ancillary equipment (i.e. alternator, starter motor, pumps etc.) to be properly secured. All drive belts to be in good condition.</p> <p>FUEL TANK & FUEL FILTERS: to be in an accessible position; to be well-secured; no excessive corrosion; no leaks at connections.</p> <p>FUEL PIPES: (to be of either copper or steel; no excessive corrosion; no leaks; well-secured. Flexible piping to be Lloyds approved armoured pipes.</p> <p>WATER PIPES: Both salt & freshwater; all terminations & hose clips to be checked and be in good condition.</p> <p>SEACOCKS AND ENGINE FILTER: To be in good free condition; pipe connections to be checked.</p> <p>EXHAUST PIPING: To be in good condition and well-secured; no leaks; exhaust outlet to be checked; pipe to be lagged where appropriate.</p> <p>BATTERY: Check that it is installed securely with adequate ventilation.</p> <p>WIRING: To be in good general condition and well-secured; terminations to be checked.</p> <p>ENGINE & GEARBOX COUPLINGS: (ensure that all bolts are tight).</p> <p>PROPELLER SHAFT & INTERMEDIATE SHAFTS: Check general condition.</p> <p>INNER STERN TUBE & BEARINGS: Check that there is no excessive wear or leaks.</p> <p>PROPELLER: Check for general condition and that it is adequately secured in a recognised way (i.e. with lock nut, split pin, or lock tab).</p> <p>OUTER STERN TUBE & BEARINGS: Check that there is no excessive wear.</p> <p>RUDDER: Check for securing and no excessive wear in bearings.</p>	<p>A licensed vessel shall be provided with:-</p> <p>For each person on board one Lifejacket approved by the MCA or under the Marine Equipment Directive (MED) approved 'wheelmarked'; or complying with BS/EN 396 or BS/EN 399 standard.</p> <p>QTY 2 life buoys attached to 18 meter lines, one buoy to be fitted with light if operated at night.</p> <p>First Aid Kit clearly marked and located.</p> <p>One 'coastal pack' of distress flares.</p> <p>Marine VHF Transceiver and an additional portable broadcast receiver capable of receiving weather forecasts.</p> <p>Nautical Chart/Charts of operating areas.</p> <p>Main anchor, appropriate to size of vessel, complete with chain or rope, together with an emergency anchor.</p> <p>Tow-line of appropriate size for vessel.</p> <p>Heaving line.</p> <p>Boat hook.</p> <p>Emergency steering bar or other means of control in event of main steering failure.</p> <p>Tool kit to suit vessel's machinery.</p> <p>Bucket with lanyard.</p> <p>9 litre Foam or CO² Fire extinguisher to be maintained according to maintenance instructions and serviced annually by a competent person.</p> <p>Radar reflector mounted as high as possible.</p> <p>Water resistant torch.</p> <p>Navigation lights and sound signals in accordance with the Merchant Shipping (Distress Signals and Prevention of Collision) Regulations 1996.</p> <p>A means of pumping bilges, power or hand operated, adequate for the size of vessel, so that any compartment can be drained.</p> <p>An engine spares kit comprising pump impeller and gasket, spare elements for each fuel filter, spare drive belts and appropriate hose clips.</p>

- In order to facilitate the inspection and minimise costs applicants should ensure that the boat is properly prepared with equipment laid out as appropriate.

- The boat must be either out of the water, or on a slip or scrubbing post and clear of water or in the vicinity of a crane.

(1) Length of Hull:													
(2) Beam:													
(3) Type of Boat:	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">OPEN</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> <td style="width: 30%;">DECKED</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>1/2 DECKED</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>CABIN</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	OPEN	<input type="checkbox"/>	DECKED	<input type="checkbox"/>	1/2 DECKED	<input type="checkbox"/>	CABIN	<input type="checkbox"/>				
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(4) Hull Construction:	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">WOOD</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> <td style="width: 30%;">FIBREGLASS</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>CARVEL</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> <td></td> </tr> <tr> <td>CLINKER</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>	WOOD	<input type="checkbox"/>	FIBREGLASS	<input type="checkbox"/>	CARVEL	<input type="checkbox"/>			CLINKER	<input type="checkbox"/>		
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CLINKER	<input type="checkbox"/>												
<p>(5) A full condition survey, valid for insurance purposes, was carried out as follows:-</p> <p>(a) Date</p> <p>(b) Name and address of Surveyor:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Note: A copy of the survey report must be deposited with the Council</p>													
<p>(6) Name and address of insurance company or broker:-</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Note: A copy of a valid insurance certificate must be attached to this form</p>													
<p>(7) Address where can the boat be inspected?</p> <p>.....</p>													
<p>(8) I enclose herewith Licence fee of £</p>													
<p>A copy of the annual inspection of general condition and survey of machinery, electrics, accessories and safety equipment carried out by an authorised agent of the Council must be supplied.</p>													

Please return form to:

Licensing Team
East Suffolk Council
Riverside
4 Canning Road
Lowestoft
Suffolk
NR 33 0EQ

Email: Licensing@eastsoffolk.gov.uk

PRIVACY NOTICE

The information you have supplied is being collected in accordance with the Local Government (Miscellaneous provisions) Act 1976 and the Public Health Amendment Act 1907 and will be used for processing your application for a licence under these Acts.

Your information will not be used for any other purpose and will not be shared with any other third parties, unless permitted by law. Your information will be retained until a period of 6 years after the expiry of the licence; this is in line with the Limitations Act 1980 (section 2).

Data will be processed and held securely and in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018 (and any updates).

Further information about data protection can be found on the East Suffolk Website:

www.eastsuffolk.gov.uk/assets/Your-Council/Access-to-Information/Privacy-Notices/Licensing-Privacy-Notice.pdf