

REGULATIONS & RECOMMENDATIONS (2025) FOR QUAY, BOAT AND RIVER USERS

1. Introduction

- a) The ownership of the riverbed and foreshores between High Water marks from the northern Parish boundary (near Pig Pail Sluice) to Orford Haven (North Weir Point) is held by New Orford Town Trust (herein after “the Trust”) by Royal Charter. Orford Quay (herein after “the Quay”) is the private property of the Trust. The Trust has a statutory obligation to administer and control their use for the benefit of the people of Orford and Gedgrave Parishes.
- b) The Trust has the right to levy charges for moorings, launchings and some fishing activities. As Orford is a Trust Port, the Trust (NOTT) has a duty to exercise controls expected of a Port Authority and Harbour Board.
- c) The Trust is assisted in the above by a Riverside Committee made up from elected members of the Trustee, Trust staff and appointed advisors, who may, from time to time, vary these regulations and recommendations.
- d) New Orford Town Trust has a zero tolerance policy in place to protect its staff from any abuse or harassment.
- e) The Trust hopes that those to whom it grants Licences will appreciate the messages contained in the RYA leaflet entitled “Sea Sense”.

2. Observance of regulations

- a) Members of the public electing to use the Quay, boat owners and crew are required to pay regard to the Regulations and Recommendations contained herein as issued by the Trust from time to time and which are applied on their behalf by Trust Staff within the areas owned by the Trust.
- b) The Trust, or its staff, cannot be held responsible for any loss, accident, damage or injury caused to or by any person electing to be within the above areas, or by any river user and/or Licensee.

3. Priorities

- a) Slipway: The Cobra Mist ferry has absolute priority on the slipway at all times. Its arrival and departure must not be impeded. The slipway must be kept clear of tenders & dinghies at all times.
- b) South Side of the Quay: commercial fishing boats and the Trust Launch (“Chantry”, or any other, from time to time) have absolute priority at all times in this area. Other craft will be moved, without notice, in order to affect this priority when deemed necessary.

4. River Ore

- a) The normal requirements for control of craft in navigable waters must be observed together with courtesy and respect for other river users. Please note that the Regulations for the Prevention of Collisions at Sea (ColRegs) under Section 21 of the Merchant Shipping Act 1979 apply to all craft navigating in tidal waters.
- b) Maximum speed through the moorings is 7 knots. No person is to navigate through the mooring area at such speed as may cause an unsafe wash effect.

5. National Trust and Royal Society for the Protection of Birds sites

The Trust advises river users that:

- a) Havergate Island Reserve is owned and controlled by the RSPB. Unauthorised landing is prohibited.
- b) Orfordness National Nature Reserve and SSSI is owned & controlled by National Trust.

6. Parking on the Quay

- a) Vehicles, trailers or motorcycles must not be parked or left unattended on or near the Quay or on the approach road. The main car park in Quay Street should be used and the appropriate fee paid and ticket displayed. Vehicles may use the Quay for the delivery or collection of goods and the setting down or picking up of passengers.
- b) Annual Parking Permits are available from the Harbour Office on the Quay or the Town Hall.
- c) NO OVERNIGHT CAMPING IS ALLOWED ON THE QUAY, FORESHORE OR CAR PARK.
- d) No fires or barbecues to be lit in these areas.

7. Quay usage

a) General:

- i. Orford Quay is a working Quay and therefore, in the interests of safety, members of the public, including river users, must pay heed to any advisory notices pertaining thereto, the instructions, directions and advice of Trust staff.
- ii. Jet skis and similar personal water craft may not be launched at Orford.
- iii. Signs, hoardings, exhibitions and displays are not allowed without prior written permission from the Trust.
- iv. Docking time at the Quay is limited to one hour at any one time & all docked vessels must be properly moored and attended throughout by fully competent crew, in particular, at the head of the Quay.
- v. The water points are for filling water tanks only and not for washing-down of boats, vehicles, etc.
- vi. No fuel of any kind may be brought onto the Quay in any container larger than 25 litres without written permission of the Trust and unless an appropriate "spill kit" is properly deployed on every occasion.
- vii. The owner or master of any vessel having sustained sufficient damage as to affect its seaworthiness shall, for safety reasons, inform the Harbourmaster immediately and adhere to any subsequent instructions.
- viii. Angling: For safety reasons, angling from the Quay may be prohibited during the "working day" due to high numbers of people present and boat movements. Otherwise angling may be permitted at the discretion of Trust staff. Fishing gear must not be left unattended. Boats have priority at all times. Crabbing is permitted at the discretion of Trust Staff. All children must be closely supervised by adults.
- ix. Swimming: The Trust considers that swimming within 10 metres of the Quay is dangerous.

b) Cranes: Craneage fees must be paid and written permission obtained, in advance, from the Trust before cranes may be deployed on the Quay. Limits to weight and size apply. The crane operator must also submit to the Trust, in advance, copies of equipment certification and full insurance against third party and damage risks, including damage to the Quay and its fittings. Applicants should be aware that, because space for any such crane operation cannot be assumed, they must consult Trust staff before applying.

c) Commercial: Commercial craft (fishing, freight or passenger- carrying etc) may not use the Quay without an annual Docking Licence from the Trust (see below).

8. NOTT licences (see attached Fees Schedule)

- a) Licences are not transferable and are issued on condition that these Regulations have been read and agreed.
- b) Boat owners are responsible for their craft at all times and must take out at least third-party liability Insurance for their marine activities. New licence holders must submit details at the Harbour Office. Existing Licence holders must sign the annual declaration when renewing.
- c) The Trust may, at any time, withdraw or cancel any licence or agreement following any breach or disregard of these Regulations and Recommendations.

9. Moorings

a) General:

- i. The Trust reserves the right to remove any vessel from any mooring at any time should it be deemed necessary or there be any breach of any regulation or condition herein.
- ii. The Trust reserves the right to re-allocate sites and moorings, including the revocation of licences on safety grounds, or when a site is unoccupied for a time it deems to be unreasonable (see New Orford Town Trust Vacant Mooring Policy), or for commercial reasons.
- iii. If a mooring holder wishes to retain their mooring for ONE season and has no boat for the mooring, they must pay the minimum mooring charge (currently £350 but may be set higher by NOTT without prior notice).
- iv. During temporary absences the Trust has the right to use any mooring as a "visitor mooring", with any fees going to the Trust and not the licence holder. To avoid any misunderstanding, Trust staff should be informed of any extended absences between 1st June and 30th September.

- v. The Trust must be informed of the full specification of all craft on all moorings. Trust staff must be consulted before any change is made, especially to a larger craft, in order to ensure compatibility with neighbouring vessels during rough weather, and appropriate tackle capacity.
- vi. All licence holders must own the vessels named on their application forms.
- vii. All tenders kept on the foreshore must have a dinghy licence (see below).
- viii. Multi-mooring or rafting is prohibited, as is anchoring within the mooring area. Licence holders are requested to report either of these practices to the Quay Warden immediately.

b) Licensed mooring sites:

- i. Failure to comply with any Regulation will result in the Trust cancelling the site licence.
- ii. It is a condition of the site licence that all mooring tackle be serviced annually by an approved contractor and copy receipts submitted to the Trust. NB. Failure to annually service your mooring may invalidate your insurance.
- iii. Sale, transfer or sub-letting of mooring sites is prohibited.
- iv. Any site that is, for any reason, not renewed or is cancelled will be automatically taken over by the Trust, valued by a third party, and payment made for any tackle deemed serviceable.
- v. Licence holders must clearly mark their buoy(s) with the site number and the mooring's maximum capacity. The use of yellow buoys is reserved for Trust moorings only.

c) NOTT Moorings and tackle, hire of:

- i. The Hirer hires the mooring entirely at their own risk and the Trust accepts no responsibility for the safety or security of the vessel moored.
- ii. Moorings are let on an annual basis for the sole use of the vessel, together with its tender, as described on the application form. Assigning or subletting is prohibited. Please note that we can experience severe storms during the winter months and any vessels left on moorings during this period are left at the owner's risk.
- iii. Use of the mooring outside the season must be with written approval of the Trust.
- iv. Hirers are liable to make good, at their own expense and to the satisfaction of the Trust, any damage to tackle caused by the Hirer's use of the mooring.

10. Launching Licences:

a) Annual and day launching, general:

- i. All craft launched from the slipway must display a valid launch licence or have paid a daily fee.
- ii. Licence discs must be displayed prominently.
- iii. The Trust expects licensees to advise the Quay Warden of any dangerous or antisocial activity.

b) Foreshore dinghy storage:

- i. Dinghies should be moored to the ground chains provided and not to other craft.
- ii. Unlicensed boats will be moved and disposed of at the discretion of the Trust.
- iii. The area nearest to the slipway is for commercial users who may need to launch in darkness and bad weather.

c) Water-ski and power boat launching licences: (The Trust issues a maximum of 50 per year)

- i. The Trust expects that, in addition to Trust Regulations and Recommendations, all skiers are familiar with, and will abide by, the Safety Recommendations & Codes of Practice issued from time to time by British Water Ski and Wakeboard, or any subsequent authority. Copies can be downloaded from the internet or viewed at the Harbour Office.
- ii. Water skiing and associated activities are restricted to the designated area south of Dove Point (the southern end of Havergate Island) which is marked by signs on the Orfordness shore.
- iii. Access to the ski area is made via the main river only, not via the "Gulls" (west and north of Havergate Island).
- iv. Paragliding, inflatable tow-craft with more than four persons & the towing of more than two skiers/wake-boarders are not permitted on the River Ore.

11. Docking licences:

- a) Docking licences are issued, at the discretion of the Trust, in the name of the owner and must be applied for, in writing, annually.
- b) Docking licences are not transferable, and do not confer any right of access to any part of the Quay, nor guarantee the availability of a suitable space at any time.
- c) Docking licences expressly prohibit the parking of vehicles on the Quay except for the delivery or collection of goods and the setting down or picking up of passengers.
- d) Owners and crew of all commercial vessels must comply with any and all current statutory licensing and legislative requirements and deposit with the Trust copies of all documentation and insurance policies deemed to be relevant by the Trust to their specific operation.
- e) The Trust reserves the exclusive and absolute right to issue, refuse, create additional or transfer Docking Licences as it sees fit.
- f) Commercial Passenger Craft:
 - i. The issue of docking licences for commercial passenger craft is dependent on all owners and designated masters/helmsmen returning a signed copy of these Regulations at least 10 working days prior to the start date (usually 1st April) of such licences.
 - ii. No person under 16 years shall act as master of a commercial passenger craft.
 - iii. Masters/helmsmen shall remain at the helm at all times when underway.

12. Fishing licences:

- a) Only one fishing licence will be issued per fishing vessel, which must be one registered with the Trust.
- b) Fishing Licences required to use drift nets, fyke nets, gill nets, pots or creels of any kind, trammel nets, hoop nets or trawls, or any device other than rod and line, or handline. Commercial trawling is NOT allowed.
- c) Fishing is subject to compliance with all National and EU Fishing Regulations and the bye-laws of the Eastern Inshore Fisheries and Conservation Authority, or any subsequent authority.
- d) Marker floats for static gear or pots must identify the vessel/owner or registry/licence number and be visible in all tide and sea states. Any unmarked gear will be removed by the Trust.
- e) The fairway must be kept clear of all static gear, particularly the main channel south and east of Havergate Island. No pots, creels or nets of any kind to be deployed within the mooring area. All pots should only be left in the river from March to October. Any and all unmarked pots, and those found to be in the river between 1 November and 28 February, will be removed by NOTT.
- f) Shellfish pot/creel limits (ALL – including but not limited to, crab, lobster and prawn traps)

The maximum number of pots/creels per Vessel is:

Commercial fishing vessels:	20
Orford and Gedgrave non-commercial vessels:	3
Other non-commercial vessels:	1

Further information may be obtained from:

Harbour Office on the Quay	01394 459950
Quay Warden (email: orfordquayuk@gmail.com)	07528 092635
Trust Clerk and Treasurer at the Town Hall	01394 459172

www.orfordquayuk.onesuffolk.net

New Orford Town Trust 2025