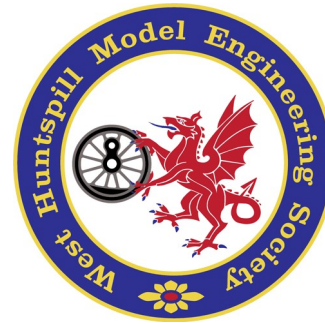




*West Huntspill Model Engineering Society
The Memorial Playing Field
19, New Road, West Huntspill,
Highbridge, Somerset
TA8 3QE*

Any enquiries please contact our chairman

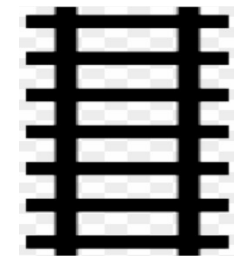


**WEST HUNTSPILL
MODEL ENGINEERING
SOCIETY**

**SOCIETY DOCUMENTATION
FOR THE REFERENCE
OF ALL MEMBERS**



RULES OF THE SOCIETY



Rules Of The Society

Members and Visitors must refrain from inappropriate behaviour and or language at all times.

MEMBERSHIP

Application to become a member of the West Huntspill Model Engineering Society Ltd, must be made on an application form, available from the Membership Secretary.

Membership is by subscription and by sponsorship of an existing member and approved by the Committee by vote. Full Membership is open to persons over the age of 18, and Youth Membership for persons over 16. Junior Engineer membership is for those under 16, who are in the household of a full member.

Partners of Full Members may join the society without charge, but they are not insured for driving.

Partners of deceased members shall be regarded as Honorary Members.

Members in any grade must comply with the Rules of the Society at all times.

A 'Member' as defined in the Articles of Association of the Company, (with reference to voting rights, etc.) equates to a Full Member as defined above.

Subscriptions: Subscriptions rates for each of the categories of membership shall be fixed at each Annual General Meeting for the forthcoming year and shall then become due.

Any member in arrears by more than 3 months in payment of their subscription shall cease to be a member.

New Applications for membership after 1st July shall only pay 50% of the annual rate for their class of membership.

Boiler Testers: A minimum of 2 experienced model engineers will be elected at the Annual General Meeting with the authority to issue boiler certificates in accordance with the boiler testing code as approved by the committee.



ON TRACK—CONTINUED

All locomotives using the track must have a current valid boiler certificate issued in accordance with the Southern/Northern Federation or any other body recognised by the Boiler Tester.

Members Locomotives are to be tested by the Society's approved inspectors.

Locomotives must be fitted with an efficient coupling. Towing pins are to be one quarter of an inch (**1/4"**) in diameter steel and fitted with a retaining clip (**"R" clip or similar**). Lighting up and preparation of engines must be carried out in the steaming bays in the correct manner.

All drivers must ensure that their locomotive is properly prepared before coming onto the Track,

"Fire Dropping" must not be carried out on the track except in an emergency.

On each occasion, before running commences, the track and the adjacent areas must be visually inspected to ensure there are no hazards that might impede the safe operation of the railway. The carrying out of this inspection must be recorded on the **Engineer of the day sheet**.

Locomotives and trolleys must not be placed on the running line without the permission from the signal box. If the box is closed then permission is required from the Station Master.

Unsafe driving practices are not permitted

Signals must be obeyed when they are in use, together with the hand-held flag signal. Drivers of locomotives must not stop at the steaming bays without the authority from the Stationmaster.

In the event of a derailment the guard (if any) of the derailed train must warn the driver behind. If there is no guard, the driver must do this. However the ultimate responsibility lies with the driver of the train at the rear not to collide with the train in front.

Any locomotive repeatedly holding up public running due to poor performance will be asked to retire to the steam bays.

It is the responsibility of all attending members to ensure that passengers are seated correctly and safely and are advised to remain so for the duration of the ride.

Passengers may not ride facing the rear of the train.

Drivers pulling more than one trolley must ensure that the guard is sitting at the rear of the special **"Guard"** trolley. The guard must be a Club Member. When entering the station please pull as far forward as possible to allow other trains to access / reach the platform.

VISITORS

Visitors attending the Club site with a Pressure Vessel must provide a valid boiler Certificate. The Visitors name, boiler certificate number and the name of his/her Society (if applicable) must be entered in the **Driver's Log book**. Visitors should be Made familiar with these **Rules of the Society**.

Visitors involved in **"Passenger Hauling"** should have a valid insurance issued by their Club/Society and the information recorded in the **day book**.

In the event of an incident involving a member of the public, full details of any incident must be recorded, together with the names and addresses of any witness In the **Accident book**.

Full Details of any incident must be reported immediately to the Hon. Secretary.

If members of the public are taken to hospital for treatment as a result of an Incident there is now a legal requirement to report this online at:

<http://www.hse.gov.uk/index.htm> For major and fatal injuries only it may be done by telephone to the **Incident Contact Centre, 0845 300 9923** .

CHILDREN AND VULNERABLE ADULTS

The Society wishes Visitors of all ages to share in our enjoyment of the hobby of Model Engineering in a safe environment. In law anyone under 18 is a CHILD, and along with Certain VULNERABLE ADULTS is given special protection.

In our desire to foster interest in our Hobby we must observe certain protocols in order to protect visitors in these categories from any risk of abuse.

Ideally unaccompanied children would not be accepted as Visitors to the Railway, however, as the railway is situated in a public space that isn't practical, nor does it correlate with our desire to share our hobby with all who are interested.

The following rules are intended to protect visitors from the risk of abuse an also to protect the Society's members from false allegations the might otherwise arise from misunderstandings.

CHILDREN AND VULNERABLE ADULTS—CONTINUED

Members must not photograph children. No photo's should be taken on a members own device. If a parent/guardian or responsible adult asks for a photo to be taken by a member it is to be on their (the person's) own device.

Except in an emergency or to prevent danger, physical contact with children should be avoided. If contact occurs which could be misconstrued, the member involved is advised to submit a written record of the circumstances, witnesses etc, to the Hon Secretary.

Do not lift or help children board trains: the accompanying adult should be asked to do this and where possible to accompany them. **(Note: All children MUST be accompanied by a Parent / Guardian / Responsible Adult—on our trains).**

In the event of distress or minor injury, only the accompanying adult should console and administer any initial treatment.

Clear and concise instructions must be given before the commencement of each ride. A whistle or horn must be sounded before any train moves off, either from the station or before entering the station. Please obey all **SW** or **W** Signs.

It is the accompanying adult's responsibility to supervise the behaviour and language of their children. Where a child's behaviour creates a potential risk to itself or others, or using unacceptable language, the accompanying Adult must be asked to supervise the child appropriately.

Any allegation of misconduct or abuse made against the Society and/or its members must be recorded and immediately reported to the Hon Secretary.

DISABLED PERSONS

The Society and its Members will take all reasonable steps to ensure that visitors and/or society members with disabilities are able to use and enjoy the Society's offerings and facilities without disadvantage but with due regard to safety.

Members should note that if a disabled person could be considered a vulnerable adult, the rules above concerning children should be applied.

ON SITE

Members running a locomotive are required to sign in the log book on each occasion that they are at the track.

Members who operate or assist at the track are required to observe these Rules of The Club. They must carry out any requests or emergency rule made by an official of the society.

Members should note that the period between 2.00pm and 4.30pm on Sundays during the running season is reserved for "Public Hauling" for which a charge is made. It is hoped that members will respect this and carry out testing and **"running in"** of their Loco's to times other than these.

All gangways in the steaming bays etc, must be kept clear.

Visitors may enter the steaming bays area by invitation only. Visitors' children must always be accompanied by a responsible adult. Strictly no visitor should access the steaming bay area when locomotives are cooling down or steaming up or being moved, on the grounds of Health & Safety of visitors.

A minimum of 2 persons must be present when visiting the Club site when running Locomotives or carrying out difficult and hazardous works.

It is the responsibility of each member to ensure that any equipment he/she uses is in safe working order **(Be aware of the safe system of working and that the safe system of working is being used).**

All members using the track and running shed are duty bound to leave the premises in good order. Any defects or damage must be recorded in the **Day Book**. All equipment must be correctly stored away, all locks securely in place and all water taps turned off.

LOADING/UNLOADING ETC

Ramps are provided for loading and unloading of locomotives from vehicles only, persons involved in any lifting (including locomotives) must not lift more than 25kg each at waist height. Two people are required to lift together **(tandem lifting)** when moving trolleys.

ON THE TRACK

Trains must be in good working order, have an efficient braking system and be in a safe condition.