

Middleton Railway, Leeds

Provisional rules and regulations concerning the working of trains

A. Freight trains

1. The duty crew will initially ascertain whether there is any traffic to be worked; if none, no train will be worked.
2. Any freight to be carried will be worked as economically as possible.
3. The duty driver and fireman will make a thorough check of the locomotive to be used before commencing work and ensure that it is in full working order. Any necessary maintenance will be carried out before the commencement of the day's working.
4. All train crews will carry red and green flags, single line token and first aid kit. A freight book will be required and lamps, to be carried for use in case of emergency. The acting shunter will provide himself with the correct implements for train working, including whistle, brake stick and shunting pole.
5. Only the authorised duty driver will drive the locomotive at any one time; other qualified drivers present on site will not drive unless requested to do so by the duty driver.
6. No person will drive a locomotive unless he is fully qualified and holds a current driving pass. A learner driver must always be accompanied by a fully qualified driver aged over 21. Driving passes will be renewable from time to time.
7. All members who regularly frequent the Dartmouth yard of Messrs. Clayton, Son & Co. Ltd. are required to obtain a Yard Pass from the Operating Supt. Such passes are also liable to be renewed from time to time.
8. No passengers will be carried on the train unless they have been previously authorised to do so by the Operating Supt. or other Committee Member over 21 years of age and have duly completed the necessary indemnity form.
9. Members, helpers and visitors wishing to travel on a train may do so only with the permission of the driver who will ascertain that such members, helpers and visitors are safely aboard, subject to this permission being granted.
10. At no time are more than three persons allowed on the footplate. Members, helpers and visitors are expressly forbidden to travel on wagons not normally provided for this purpose.
11. The guard will travel in the brake van, where this is provided, and otherwise on the footplate.

12. Before moving off, the correct signal must be given by the guard. A whistle must always be sounded by the driver before moving off.
13. It will be the DRIVER'S responsibility to ensure that points are correctly set before the train is propelled over them.
14. All crews will take especial precautions to ensure the safe operation of trains and will give precedence to road users at road level crossings; members of the public will be treated with respect at all times.
15. If there is some doubt as to the train movement required by the shunter or guard, the driver will stop, secure the locomotive hand brake and investigate.
16. All trains proceeding to Balm Road will halt at the sign above Moor Road. A member, helper or uniformed member of the Police must stop traffic with the aid of a red flag. The train may then proceed, the driver giving a single blast on the whistle immediately prior to crossing the highway.
17. The same procedure will be adopted for trains returning from Balm Road. However, if stopping below Moor Road would result in great difficulty in re-starting the train, then it may cross the highway without stopping provided the road traffic has been stopped for some time in the above manner. A single but longer whistle will then be given by the driver when he is just about to cross the highway.
18. On heavy trains proceeding to Balm Road, brakes on every third wagon will be pinned down to lessen the risk of over-running through the catch points at the foot of the Moor Road - Balm Road incline.
19. A single whistle will be given at all road and foot crossings. Unnecessary use of the whistle, which annoys local residents, must be avoided.
20. Wagons taken to Balm Road will use the right-hand interchange line; British Railways in turn will put incoming traffic on the left-hand loop.
21. Details of wagons carried must be entered in the traffic book; the driver will also be responsible for informing the British Railways duty Inspector of the interchange traffic to be taken out.
22. Wagons for the railway or its customers will not be ordered by train crews. This is done by the Operating Supt. through the official channels when necessary.

23. No trains will be operated after half an hour before lighting-up time. It must be ensured that locomotives and wagons are safely stored away by not later than half an hour before lighting-up time and that the locomotive is in Clayton's yard by lighting-up time at the very latest.
24. A train may only work after half an hour before lighting-up time in an emergency. In such a case, the Operating Supt. or his appointed Deputy must be informed immediately.
25. A train should not be left on an incline unattended or without sufficient brakes being pinned down. Under no circumstances will a train be left for a long period (e.g. overnight) unless adequate precautions have been taken to ensure its safety and the safety of the public.
26. Shunting must not be done in the yards of Messrs. Clayton's or Robinson & Birdsell's without the permission of the respective yard foreman. The Society is allowed to store certain rolling stock in Clayton's yard as a privilege; this privilege should not be abused.
27. Wagons on the Railway will NOT be used for the carriage of freight for which they were not designed.
28. In the event of an accident involving a member or members of the public, no liability must be admitted by the members of the train crew.
29. In the event of an accident, a Committee member over 21, or preferably the Operating Supt. or his appointed deputy, must be summoned immediately. A written report of the incident must be in the hands of the Operating Supt. within 24 hours of the actual occurrence. This report must contain full details of the incident including the following: Date, Time, Place, Nature of Accident, Driver, Guard, Shunter, Witnesses (names AND addresses), Estimated speed of train and its direction, Details of the train, Weather and Track conditions together with Details of the occurrence and Driver's comments as to the probable cause of the accident and Damage caused. The statement should be dated and signed by the driver who is asked to indicate who or what was at fault in causing the said accident.

B. Permanent way trains and trolleys

Rules 3 to 19 and 23 to 29 apply to permanent way trains and trolleys also; in addition the following apply.

30. A permanent way train will be run only if the following conditions are complied with:
 - a) either a Committee member of 21 authorises the running
 - b) or the Permanent Way Engineer authorises the running
 - c) or the Operating Supt. authorises the running beforehand by issuing a written authority to the driver intending to take out the train.
 - d) or written authority of the Permanent Way Engineer to the driver of the train, in the possible absence of the aforesaid Engineer.
31. A trolley will be regarded as a train in so far as the Single line token is required if the trolley is taken outside Clayton's Yard. Rule 30 does not, however, apply in this case.
32. In the event of a previous locomotive derailment outside Clayton's yard, a second locomotive may be used on a breakdown train providing the single line token is obtained and the de-railed locomotive, when re-railed is hauled dead back to Clayton's yard.

C. The testing of locomotives.

33. Locomotives may be run up and down on the Railway solely for the purpose of testing providing written permission is obtained beforehand from the Operating Supt. or his appointed deputy or other senior person authorised by the Operating Supt. At present the following may give the necessary permission: Dr. R. F. Youell, Dr. R. C. Lawrence, Mr. M. Crew. In the case of the Sentinel locomotive, Mr. J. A. Williams is also authorised to permit testing.
34. No learner driver will be allowed to drive a locomotive which is under test.
35. No locomotive under test will be allowed to cross a public highway.
36. Special facilities will be given to private firms desirous of testing locomotives on the Railway. Special rules apply to such tests.

Failure to observe the above will lead to disciplinary action.

6th September, 1962

M. D. Crew
R. C. Lawrence
P. N. Dean