

# **Shed allocation Terms and Conditions** **(Shed Rules)**

This document is effective with effect from 1 November 2024. Agreement to any previous shed allocation terms will be carried onto these terms, as an amendment to the previous agreement. Enforcement of these rules is the responsibility of the Shedmaster on behalf of the WMRS committee.

## **1. Loco running and availability, and exemptions thereof**

Locos stored in WMRS allocated sheds must be made available for at least 25% of the running calendar for any given season. This only includes public running days and not privately organised events or working days. Locos may be exempted from these requirements for the following reasons:

- The loco requires long term maintenance, which the loco owner is actively pursuing.
- Other locos owned by the owner have been made available enough to qualify any secondary locos (i.e. if the owner has 1 loco which has been made available to run more than 50% of the calendar, a second loco may be stored).
- Locos which are consistently used to assist with maintenance work and may be unsuitable for public running.

## **2. Records of ownership and transfer of ownership of locos**

- i. An updated record of loco ownership and where locos are stored is kept by the Shedmaster. Loco owners must provide contact details to the Shedmaster for this purpose and keep this up to date.
- ii. All owners or joint owners must be Full Members of the Society.
- iii. If a loco is sold or ownership is transferred, it is the incumbent owner's responsibility to update the details with the Shedmaster. The new owner or

owners must confirm acceptance of the Shed Rules by signing a copy. New owners may be required to apply for a shed road.

- iv. The Society is not responsible for the insurance of privately-owned locos.

### **3. Storage of miscellaneous (non-locomotive) items**

- i. Any shed allocated to a member may be used to store loco operating related items and accessories, including but not limited to:
- Spare batteries and charging equipment
  - Basic maintenance and operating tools e.g. small power tools, vices
  - Loco accessories
  - Misc rolling stock
  - Loco operating equipment e.g. small compressors, portable blower pipes
- ii. Large items of machinery, such as lathes and large power tools, are not permitted to be stored in sheds under any circumstances due to health and safety regulation.

### **4. Maintenance of sheds**

- i. The shed owner is responsible for maintaining the interior and exterior cleanliness of their shed.
- ii. All sheds should have a working fire extinguisher if not already carried by a loco or locos in the shed.
- iii. Any major works required to sheds may either be undertaken by the Society or expenses paid by the Society subject to committee approval. These works may include:
- Installation of power sockets or lighting
  - Repair of structural issues with sheds including masonry or shutter doors

### **5. Loco availability, rosters and running of locos**

- i. Loco owners should give their availability via response to the form distributed by the Shedmaster via e-mail. It is the owner's responsibility to ensure they respond to this form.

- ii. An 'available' response on any given day indicates you have enough drivers/assistance and that your loco will be in a suitable condition to run the entire running session, unless previously discussed with the Shedmaster. Locos may be exempted from these requirements for the following reasons:
  - The loco suffers a mechanical failure during the session.
  - The operations superintendent advises you not to run for any reason (e.g. bad weather, insufficient passenger numbers).
  - A suitable attempt is made to run the loco, but the loco is unable to run due to problems with drivers or the loco. In this case the loco will be marked as 'available' in the records, rather than 'ran'.
- iii. If a loco is rostered to run, and a situation arises that the loco is no longer available, then the Shedmaster must be notified as soon as possible so that contingency plans can be made.
- iv. Rosters are subject to change by the Shedmaster at any time. Every effort should be made to give as much notice of such changes as possible.
- v. If a loco is rostered to run but no attempt is made to run the loco, the loco will be marked as 'unavailable' for the day in the Shedmaster's running records.

## **6. Key ownership and purchase of keys, personal padlocks**

- i. Each shed will be allocated a separate padlock and key, which will be part of the lock and key system for which the Shedmaster and one deputy Shedmaster will keep a 'grand master' key, allowing access to all sheds on the system.
- ii. Loco owners will be allocated 1 key per shed road. Any extra keys requested may be charged back to the loco owner at the discretion of the Shedmaster.
- iii. Loco owners can request to have their own private padlocks on their sheds. Once agreed with the Shedmaster, the loco owner may install these locks, so long as the Society padlocks and keys are returned, and the Shedmaster is issued with a key to the private padlock.
- iv. Keys to other storage areas, such as the fuel store and carriage shed locks (M1 locks), may be issued at the discretion of the Shedmaster at no charge to the individuals in receipt of these keys. Such keys must be kept securely, not be

loaned to others, and returned promptly if no longer required or the holder ceases to be a member of the Society.

- v. Any unauthorised locks fitted to sheds, where the Shedmaster does not have access, may be removed and Society locks installed in their place, with the cost of these locks being charged back to the individual responsible.
- vi. The Shedmaster may only access private sheds with good reason.

## **7. Storage of private property in communal access areas**

- i. If no private sheds are available, private property may be stored in communal areas (eg. carriage sheds) at the Shedmaster's discretion.
- ii. Private property stored in communal areas may be moved at any time by the Shedmaster.
- iii. Private property left in communal areas is at the owner's risk and with their full agreement to this section of these rules.
- iv. Members with private property stored in communal areas should ensure they will have access to their property before agreeing to its storage in these areas.

## **8. Use of Society materials, fuel and power, and Society expenses**

- i. The Society will provide any of the following for running locos:
  - Fuel (petrol or diesel) acquired by the Shedmaster from a roadside petrol station.
  - Electrical power to sheds for battery chargers and other equipment, but not chargers or batteries themselves. Loco owners must keep the use of electrical supplies to a minimum (eg by not leaving lights, chargers and heaters on unnecessarily. Heaters should be fitted with a thermostat.)
  - Pressurised air lines for steam loco blowers
  - Standardised coal supply for all steam locos
- ii. The following items may have expenses paid, in part or in full, by the railway to a reasonable cost, and at the discretion of the Committee:
  - Oil, including steam oil and lube oil.
  - Batteries, if the locos in receipt are proven in running on public days.

- Maintenance costs if a loco is damaged by failings of the Society, e.g. derailment due to poor permanent way condition or signaller error.
  - Replacement or repair of worn or failed parts if the loco has consistently met the criteria for availability defined in Section 1.
- iii. The following items will not have expenses paid by the railway:
- Any improvement works to locos e.g. new motors or mechanical parts.
  - Fees for boiler certification of steam locos.

## **9. Applying for sheds (See also section 2iii above)**

Loco owners wishing to be allocated a shed road must request a shed application form from the Shedmaster. This will be filled out either electronically or digitally, and then returned. The application will be either accepted or rejected by the committee. If accepted, and there are no free roads available, the loco will be placed on a waiting list for sheds and allocated by the Shedmaster as soon as possible.

## **Procedures following failure to adhere to these rules**

- i. Locos failing to adhere to the running requirements and any exemptions will be subject to the following:
  - For the first season, a storage charge of £250 per loco will be levied, to be paid within 6 weeks of notification.
  - For any further seasons, or following failure to pay said fees, locos may be moved out of sheds into exterior, non-secured storage.
- ii. Locos failing to adhere to running rules will be stopped from running by the operations superintendent.
- iii. Unauthorised use of personal padlocks will result in these padlocks being removed and Society padlocks being installed.
- iv. Unauthorised items stored in sheds will be investigated and may be removed by the Shedmaster. The Shedmaster has the right to investigate any activities which may appear to contravene these rules, which may include accessing sheds.
- v. Following sale of any items, including locos and rolling stock, to non-members they must be removed from the site unless explicitly authorised by the Committee.