

WOKING
MINIATURE  RAILWAY
SOCIETY

WOKING MINIATURE RAILWAY SOCIETY LIMITED

RULES OF MEMBERSHIP

1. INTRODUCTION

- 1.1. Membership of the Society requires compliance with the Rules of the Society. Members are deemed to have read and accepted these Rules and any amendments made thereto and agree to be bound by them.
- 1.2. Failure to do so may lead to disciplinary action in accordance with Rules or, exceptionally, the temporary suspension of membership which may include a ban from the site and removal of any personal possessions or equipment.
- 1.3. These Rules may be modified or supplemented by decisions of the Committee. Such decisions may have immediate effect, once communicated to members, but will be subject to subsequent approval by a General Meeting of the Society.
- 1.4. All references to the Society refer to the Woking Miniature Railway Society Limited.
- 1.5. All references within these Rules referring to the male gender shall equally apply to the female gender.
- 1.6. All references within these Rules referring to Members shall equally apply to all classes of Membership (including Honorary, Life, Junior and Associate Members) unless otherwise stated.
- 1.7. References to “the site” refer to the Mizens Railway site in Barrs Lane, Knaphill and any part thereof and, where applicable, other locations where members are representing the Society.

2. MEMORANDUM AND ARTICLES OF ASSOCIATION OF THE COMPANY

- 2.1. Woking Miniature Railway Society shall be governed by the Memorandum and Articles of Association as approved on 26th March 1999.

3. MEMBERSHIP

- 3.1. The Members of the Society shall be the persons who have completed the application for Membership, duly supported by a proposer and seconder, both of whom shall be full members of the Society, who have paid the required joining fee and membership fee where appropriate, and whose membership has been approved by the Committee.
- 3.2. The membership year shall be from 1st April to 31st March.
- 3.3. A Member shall cease to be a Member in the following eventualities:
 - 3.3.1. the Member's death
 - 3.3.2. the withdrawal of the Member from the Society
 - 3.3.3. the non-payment by the Member of his subscription for a period of 3 months after a reminder of non-payment has been sent to the Member.
 - 3.3.4. the expulsion of the Member.
- 3.4. Any person whose membership has ceased under 3.3.2 or 3.3.3 shall be eligible to re-apply subject to the procedure in 3.1 above.
- 3.5. Any person whose membership has ceased under 3.3.4 shall be eligible to re-apply at the end of any period specified at the time of expulsion and subject to the procedure in 3.1 above.

4. MEMBERSHIP CATEGORIES

- 4.1. FULL: Members having been approved by the Committee and having the full privileges of membership including the right to vote at General Meetings of the Society and be eligible for election as officers.
- 4.2. HONORARY: Members elected by a General Meeting of the Society in honour of their past contribution to the Society. They shall have the full privileges of membership including the right to vote at General Meetings of the Society and be eligible for election as officers, but shall not pay subscriptions.
- 4.3. LIFE: Full members having made a lump sum payment in lieu of yearly fees. They shall have the full privileges of membership including the right to vote at General Meetings of the Society and be eligible for election as officers.
- 4.4. JUNIOR: Any person of at least 12 years of age but under 18 years of age elected by the Committee with a Membership fee below that of full Membership. Junior Members shall not be entitled to vote at General Meetings of the Society. A Junior member shall be treated as a full member on reaching the age of 18.
- 4.5. ASSOCIATE: A person having a close connection¹ with a Member may be approved by the Committee as an Associate Member. Associate Membership shall be free of charge. Associate Members shall be entitled to access to the Society's premises but not to hold office or vote.

5. SAFEGUARDING

- 5.1. No Member may work unsupervised with children unless they hold a valid DBS (Disclosure and Barrier Service) certificate.
- 5.2. Any Member may be required to undergo a DBS check.

¹ Typically spouses, partners, or parents of a full or junior member

6. EQUAL OPPORTUNITIES

- 6.1. The Society has adopted an Equalities and Diversity Policy which must be followed by all Members².

7. HEALTH & SAFETY

- 7.1. The Society will endeavour to ensure that all relevant legislation and regulations are complied with.
- 7.2. First Aid Equipment will be maintained at all times and located as indicated by displayed signs.
- 7.3. Members must not smoke in areas where members of the public are present, or while track side or near the turntables. As required by law, smoking is not permitted in any building.
- 7.4. Members engaged in safety-critical activities, which include but are not limited to driving and guarding trains and signalling, must not be under the influence of alcoholic drink or drugs.
- 7.5. Junior Members must be made aware of the dangers present on an operational site and accept instructions from Officers of the Society.
- 7.6. No inexperienced Member shall undertake any hazardous work on the railway unless under the supervision of an appropriately qualified Member.
- 7.7. Lone working on the site is discouraged, especially when using motorised machinery or working on mains voltage electrical equipment, and may be subject to specific rules as laid down by the Committee. Members doing so should take extreme care and do so at their own risk.

8. BEHAVIOUR

- 8.1. All members visiting the site must sign in on arrival, and note the attendance of any visitors accompanying them, and sign out immediately prior to departure.
- 8.2. No person who is apparently under the influence of drink, or illegal substances, or whose behaviour gives cause for concern, shall be allowed on the site.
- 8.3. At events where a bar is provided, Members must not be seen consuming alcoholic drink in the operating areas.
- 8.4. Members shall take all reasonable steps to ensure the security of the Mizens Railway site and minimise the use of resources including, but not limited to, materials, electricity and water.
- 8.5. Use of the site for purposes not directly connected to the Society's activities³ is prohibited unless prior approval has been given by the Committee.

² A guide entitled "Your rights to equality as a member, associate member or guest of an association, club or society" can be found at: <https://www.equalityhumanrights.com/en/publication-download/your-rights-equality-member-associate-member-or-guest-association-club-or>

³The Societies activities are: construction, maintenance and operation of a 7¼ inch gauge miniature railway; the construction maintenance and exhibiting of model railways; operation and maintenance of the Mizens Railway site and its infrastructure; operation of the tea room; and running of the shop.

- 8.6. No Member shall in any way disfigure, damage or spoil any amenities of the railway or commit any act which detracts from the general appearance of the site as a railway undertaking, other than for such necessary operations that are required for engineering, landscaping, or similar activities to enhance the undertaking.
- 8.7. No significant alteration to the site, the railway, buildings or other infrastructure shall be undertaken without the approval of the committee.
- 8.8. During public running. members shall not remain on the platforms or in any other operational area unless they need to be there as part of their duties.
- 8.9. Members and their visitors must not park personal vehicles other than in designated parking areas and adequate access to the site must be maintained at all times for the arrival and departure of emergency service vehicles. Particular care must be taken to avoid damage to grassed areas and the paved area outside the Station Building.
- 8.10. Any animal brought onto the site shall be under full control at all times and, with the exception of assistance dogs, not allowed to enter areas used for the storage, preparation or serving of food. Owners are responsible for the removal and responsible disposal of dog waste.

9. DISCIPLINE

- 9.1. Failure to comply with the Rules of the Society will be dealt with as follows:
 - 9.1.1. on first occurrence, an oral warning
 - 9.1.2. on second occurrence, a written warning
 - 9.1.3. on a subsequent occurrence, action to be determined by the Committee.
- 9.2. Any member who commits a sexual assault, is seriously intoxicated on the premises, or commits theft or any other serious offence, will receive an instant ban.

10. RAILWAY OPERATIONS

- 10.1. Rules for the operation of the 7¼ inch gauge miniature railway are contained in a separate document entitled "Operational Rules". Members must familiarize themselves with these rules before participating in the operation of the railway.

Approved by the Committee

October 2020