

**BRITAIN’S GREAT LITTLE RAILWAYS**

**Minutes of the 2019 Autumn General Meeting held at the Cleethorpes Coast Light Railway, Lakeside Station, Kings Road, Cleethorpes, North East Lincolnshire, DN35 0AG on Wednesday October 9th at 11.00 am.**

**Railways represented**

Cleethorpes Coast Light Railway, East Herts Miniature Railway, Evesham Vale Light Railway, Exbury Gardens Steam Railway, Hambleton Valley Miniature Railway, Hotham Park Railway, Kirklees Light Railway, North Bay Railway Company, Romney, Hythe and Dymchurch Railway, Swanley New Barn Railway, Thompson Park Railway, Watford Miniature Railway. Weston Park Railway, Woking Miniature Railway

**Welcome by the Chairman, Iain Dinnes**

The Chairman expressed his thanks to John Kerr and Peter Bryant and their team for hosting the meeting and welcomed all those railways that made the effort to attend. As a note, Brookside did rejoin but were too late to be on the poster and Riverside Miniature Railway have already joined for next year and Lappa Valley have also confirmed that they will be joining.

**Apologies for Absence**

Barnards Railway, Bentley Miniature Railway, Bure Valley Railway, Beer Heights Light Railway, Bekonscot Light Railway, Bickington Steam Railway, Brookside Miniature Railway. Cinderbarrow Miniature Railway, Eastleigh Lakeside Railway, Exmoor Steam Railway, Fancott Miniature Railway, Fairbourne Steam Railway, Ferry Meadows Railway, Foxfield Miniature Railway, Great Cockcrow Miniature Railway, Great Laxey Mines Railway, Hastings Miniature Railway, HMR Alexandra Park, Hollycombe Steam Museum, Littlehampton Railway, Moors Valley Railway, Mortocombe Railway Society, Rhiw Valley Light Railway, Rhyl Miniature Railway, Rudyard Lake Railway, Sherwood Forest Railway, Shibden Miniature Railway, South Devon Miniature Railway, South Downs Light Railway, Strawberry Line Miniature Railway, Summerfields Miniature Railway, Whitfield Light Railway

**Minutes of the 2010 Spring General Meeting**

The acceptance of minutes of the Autumn General Meeting was proposed by Roger Brown and seconded by Ian Wilson and the resolution was carried unanimously

**Matters Arising**

**HSG 216**

**Roger Brown gave the members an update on the current status.**

It is common knowledge that the HSE no longer supports HSG216 Passenger Carrying Miniature Railways – Guidance on Safe Practice.

The Passenger-Carrying Miniature Railway Safety Group (PCMRSG) has completed the initial draft of the new guidance document “Managing Health and Safety at passenger-carrying miniature railways” reflecting current health and safety practice.

*September 2019 Update*

In our last update we said that the consultation period had closed and that we would be reviewing the comments received. We would like to record our thanks to all those that submitted comments, over 150 were submitted and all were considered. Your input is greatly appreciated. In addition to comments from individuals, clubs & societies and other interested parties we also received comments from the Health and Safety Executive (HSE) with whom we have kept in close contact.

Since the closure of the consultation period we have held several 'round the table' meetings in order to discuss amendments, additions and deletions to the draft wording. The HSE have been extremely helpful in this task and indeed have attended two of our meetings in order to discuss first hand.

We are now at the stage of completing the final draft which will be sent to the HSE who hopefully will give their approval and endorsement. The plan is for the new document, “HS2020 – Managing health and safety at passenger-carrying miniature railways”, to be available in the early part of next year.

The HSE have confirmed that whilst HSG216 has been withdrawn they will still be referring to it until the new document is published and the operators of passenger-carrying miniature railways are advised that they should do likewise.

The final document will be available from the web but BGLR would like to provide its members with a written copy and is prepared to pay for 40+ copies to be made available to them.

**Brochure Holder**

It was agreed at the Spring GM that BGLR would provide each railway with a waterproof brochure holder. The secretary researched the options available and decided that the cost of postage would just about be the same as the cost of the holder. Therefore it was decided that we would distribute the brochure holder with the brochures at the 2020 Spring General Meeting to reduce the impact of the postal costs

**Treasurer's Report**

Peter Jackson reported that a £250 profit for the year was expected. The HRA membership fees potential increase remain an unknown amount but will have to be paid before the year end.

**Legislative and HRA Update - Iain Dinnes**

The HRA have sent a letter to all member railways highlighting an increase of safety incidents in the sector. This has had the affect that the HMRI are taking an increased interest in the operations of Heritage Railways and it advised all members to ensure that their documentation on all aspects of operating their railways was both up to date and adhered to by their operators., Although only our railways above 15 inch gauge are directly affected by this HMRI added interest all of our railways should take heed of the advice in case there is an incident.

There continues to be joint activity between the HRA and the ALL PARTY PARLIAMENTARY GROUP ON HERITAGE RAIL **(APPGHR)** to allow young people to work on heritage railways, currently prohibited by a 1920's Act but its future in the next parliament is unknown.

The HRA and the APPGHR are also working together to obtain a derogation for the use of coal on heritage railways. In July they produced two documents

<https://static1.squarespace.com/static/59f1c5ec51a58457c01eaed0/t/5d3ae3e3b1b9770001a03658/1564140536632/Coal+-+APPGHR+Report+-+July+2019.pdf>

and also

<https://static1.squarespace.com/static/59f1c5ec51a58457c01eaed0/t/5d3aeb56687d070001076d4c/1564142425999/Coal+-+HRA+works+with+APPG+to+help+secure+future+of+coal+for+heritage+rail.pdf>

**Request for Copy for the October Newsletter**

I will be releasing the Newsletter soon after Halloween to give you a chance to send an article with scary pictures of your Halloween trains - all other articles on any subject will also be welcome. There was no July Edition so I am hoping for a bumper issue

**Review of Website**

No activity to report

**Review of Safety Incidents for the last six months**

**East Herts Miniature Railway**

The incident reported in the previous minutes has been closed off by the insurance company with no further action required

**Romney Hythe and Dymchurch Railway**

Peter Carpenter read out the reports on two incidents which had occurred at the railway

**Two trains in a single line section between romney sands and new romney**

The train at Romney Sands was issued with a Single Line ticket by an unqualified trainee without adequate supervision and without the tablet/token being present. The driver also did not see the tablet when he accepted the ticket. There was no tablet/token available because it was on the train coming in the opposite direction.

The risk of two trains colliding head-on existed.

Prompt and correct use of the radio system was vital in stopping this outcome reminding us of the importance of making sure we have radios audible, particularly on locomotives.

We have now restricted access to Single Line tickets to when the tablet/token is physically present because it has the key to the Single Line ticket locked box securely attached to the tablet/token. It is imperative that Single Line tickets are only taken out of the locked box immediately before issue.

The absolute importance of always ensuring that the right tablet/token is with you before moving off is critical for drivers and when Single Line tickets are issued all concerned must ensure that the correct tablet/token is visible and checked by both driver and Single Line ticket issuer.

The decision to decide to move the train on a Single ticket as a variation to the planned working will in future be communicated by the Controller direct to the Single Ticket Issuer using the radio to reduce the chance a message is misunderstood.

In broader terms we have also considered how our training in Safety Critical tasks is undertaken and in future theory/classroom training will precede practical training so the most important elements are evidenced to have been understood. Romney produced training videos will be used to assist.

The suitability of individuals to train others is also being considered although we value that trainers are an important part of the way people are encouraged to develop their skills on the railway.

We are also reviewing and considering Rule Book changes and new equipment options to avoid risks from human error on our single lines (which includes One Engine in Service Operation on the double track section off season)..

**Derailment of coach 64 (and 63) approaching hythe**

This vehicle was in the middle of a train arriving at Hythe at the correct speed and the derailment severely damaged the point work (hence the current no access to platform 1 whilst a replacement is procured). It was caused by a wheel moving inwards on the axle. The wheel was fitted very many years ago and had had all its required inspections. It has since been dismantled and a machining error was found in the bore of the wheel from many years ago (up to 40)

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It is anticipated after further analysis that this is not likely to be a fault common to any other vehicle. However, it is the case that we have more quality controls over the wheelsets that are more recent. Coach 63 was also derailed because it became buffer locked with 64.

In the short term we have reduced the use of the coaches with older wheelsets (hence the recent shunting exercise to alter the coaches in the main autumn running sets).

A modification to add a clip to the axles to reduce the chance of wheels moving inwards is being developed and will be fitted to the older coaches as they go through preventative maintenance this winter.

**Kirklees Light Railway**

Erin Tower, the new General Manager of the railway, reported the following incident. She later sent me a copy of the incident report written by Martyn Ashworth (MA) who is the ILC (Independent and Competent Person) appointed by the KLR. Below is an abridged version

**Incident at the Kirklees Light Railway – 2nd August 2019.**

**Summary.**

At approximately 13.05pm on Friday the 2nd of August 2019 a three year old child travelling in a compartment in carriage 12 on the 12.50 ex Clayton West passenger train fell out of the moving train, travelling in the UP direction, at a location between bridges 14 and 15 and close to the Shelley end of the line. The Guard brought the train to a stand and recovered the child and reunited him with his parents. Whilst the child was distressed he was conscious and breathing. The KLR advised that an ambulance should be called but the parents declined this and they duly remained at Shelley and returned to Clayton West on a later train.

**Sequence of Events**

The 12.50 departure from Clayton West formed the third such round trip departure of the day. The Guard carried out his usual brake tests and checked all the door handles were secure (as per rule E17) before giving the “right away” signal to the driver. The Guards compartment on this train was at the rear end of the rearmost carriage. The Guard also gave out the passenger announcements prior to departure as per standard KLR procedures – this includes a section dealing with passenger safety and it specifically asks passengers to remain seated throughout the journey, to not lean out of the windows and to not allow children to play with the door handles.

As the train approached bridge 15 the Guard was alerted to a small child running near to the train. The Guard reacted immediately and applied the train’s air brakes. Coincidentally another parent sat in carriage 12 also applied the train brakes using the Passenger communication chord.

The driver was alerted to the brakes being applied. He immediately shut off steam and completed the brake application – the train was brought safely to a stand within a train length from a speed of about 12mph.

The Guard secured the train with his hand brake then went to collect the child who was up and running very near to and towards the train. He brought the child back to his parents who were sat in carriage 12 (seat bays 17-20) and who were distressed. First Aid was rendered by the Guard who identified that the child had received a bump and cuts to his head near one of his ears.

The parents comforted the child and said that they were happy to continue with the rest of the journey to Shelley station. Once the train arrived at Shelley the Guard advised the parents to seek medical assistance but as the child was beginning to settle down they refused this. In fact they remained behind at Shelley and the young boy played there for a while – the family returning to Clayton West on the 14.45 train ex Shelley.

Before the train had moved off from the scene of the incident the Guard had re-checked the door handles in carriage 12 and found that they were all working satisfactorily.

The standard KLR door lock is very effective. It is designed so that it has to be physically lifted UP in order to open the door. Leaning on the door and its handle simply ensures that it remains firmly shut and engaged.

The signage and the announcements all ask parents to ensure that their child is not playing with the door handles. It is clear that if a child is allowed to do this unsupervised they will ultimately find a way to open them. The carriage doors are not locked and it would be impractical and dangerous to lock them. This type of door handle has been used very effectively at the KLR since the line first opened in 1991 and this is the first such recorded instance that has arisen in 28 years of passenger operations.

The train was a busy one and most seats were occupied. Several witness statements were taken and supplied after the time of the incident. These passengers were the ones sat most closely to the boy involved in the incident and his family. All the statements were freely and willingly supplied. This is all in accordance with the procedures in the KLR’s rule book and also the document “Things that must be done when an incident happens”

**After the event**.

An accident report form was filled in when the family returned to Clayton West station. This states that the parents were again advised to seek medical attention especially if the child displayed any signs of dizziness or sickness. The KLRs emergency procedures were adhered to in full. The driver and the Guard were both able to carry on with their Safety Critical duties and the train service returned to normal until the end of the day.

Staff statements were taken from the Guard, the driver and later the General Manager. The General Manager followed the KLRs standing orders correctly and contacted the parents of the child again to see how he was. It transpired that the child was indeed later taken to hospital where he was kept in overnight for observation. The nurses told the parents that an ambulance should have been called at the time of the incident, which is what the KLR had also advised. The parents then claimed that the KLR had not so advised them which is at odds with the other statements and especially that of the Guard. Witness statements were also freely and willingly supplied by various families who had also been sat in carriage 12 on the 12.50 train. These statements build up a picture of a three year old boy who was largely unsupervised and was in high spirits

**Learning points.**

Notwithstanding the comment above the Author did identify that there are actually two types of KLR door lock – the other type have slightly longer bars that engage with the hasp though the body sections are identical. MA has recommended to the KLR that over time they should replace the short bolts with the longer version. This does NOT imply that there is a fault with the KLR door handle design - there is not – but it is an improvement that would help. If anyone is determined to open these door handles they will do so, irrespectively.

MA has recommended that the location of the Passenger Communication chords in the KLR carriages could be better identified for Emergency Use only.

MA has also recommended that the KLR should have clear signage up stating who is the Responsible Officer of the day and also who is / are the Duty First Aider(s) of the day.

MA has further recommended that the KLR should, as quickly as possible, appoint more ROs. This will avoid the situation where the Duty Guard involved in this incident was also the RO. MA has asked that the KLR should always have an RO on duty who is NOT undertaking another Safety Critical role on the same day.

MA has finally recommended that KLR Guards should always look along their train on both the platform side AND the none platform side prior to despatching a train from a station to ensure that all the door handles are firmly closed and are all in the horizontal position (this can be done by eye lining the train from the rear or by walking along side it).

**Conclusion.**

This was an unfortunate incident and although the child involved received a bump to his head he did make a full recovery. Some of the passengers were distressed by the incident but the KLR staff remained calm (the Guard in particular) and dealt with the situation calmly and professionally. This was noticed and identified by many of the witnesses who commented on it in their statements.

The KLR has a robust SMS and CMS, emergency plan and Rule Book in place – as independently reviewed by the Author as recently as January 2018 as their ICP. It is clear that the procedures contained in all of the above ARE followed by the staff of the KLR. There is always room for improvement of course but the training given has paid off in this instance and so has the KLR’s commitment to good record keeping.

**2020 Brochure and Poster**

There was a general agreement to proceed with a brochure and poster (sponsored again by the Embsay and Bolton Abbey Steam Railway). It is hoped that next year we will have at least 3 new members so the print run might have to increase but no decision will be made until the subscription round is complete. The additional numbers can be accommodated on the current 4 fold brochure by having 7 railways per page. The last page of the current brochure does have 7 railways without any loss of information.

**Venue for 2020 AGM AND Spring General Meeting**

Watford Miniature Railway have agreed to host the 2020 AGM and Spring GM with a provisional date of Wednesday March 11th, If anyone knows of any clashes with that date please let me know.

**Venue for 2020 Autumn General Meeting**

Barnards Railway will be the venue for the Autumn General meeting on Wednesday October 14th - a firm date in their diary.

**Venues for 2021**

We have definitive invitations from Hastings MR, Bentley MR and Thompson Park MR for the meetings in 2021

**AOB**

There were no specific items discussed and the meeting closed at 11.47.