

## **Foreword**

The club handbook was first printed in 1991. It has subsequently been updated on a number of occasions. This current edition has been issued to ensure all members are aware of club rules and the changes that have occurred in Motor Sports Association (MSA) legislation.

Each club member will receive one copy of the handbook, any replacement or additional copies required will incur a cost to the club and will therefore be charged for at cost price.

This version has been edited by Graeme Stacey; with thanks to all committee members past and present who have contributed to the contents and editing.

## **Club Introduction**

The club was formed in early 1991, its aims to promote and encourage responsible off road driving in vehicles of all marques. Membership tends to run at around 100, with both individual and family membership. Since forming, the club has been involved in a number of activities orientated towards off road driving and the promotion of the sport. Attending shows, Rally Recovery, Marshalling and Green Laning. As a motor club we are associated with the MSA, Association of North & Eastern Car Clubs (A.N.E.C.C.) and Cumbria Motor Sports Group (C.M.S.G.).

The club mainly promotes trialing, as this is what the majority of member's desire. This is divided into two categories, RTV (Road Trim Vehicles), that are basic road going motors with mud tyres fitted and Tyro trials which are aimed at the complete novice. Tyro trials can be entered by drivers 13yrs and over, using a standard vehicle and are intended to build driver confidence and increase understanding of the off road capabilities of one's vehicle. RTV's are for more experienced drivers. Events take place on a monthly basis, usually on the 1st Sunday for Tyro and 3rd for RTV trials, with entries from a wide range of vehicles, including Series Land Rovers, Defenders, Discoverys, Range Rovers, Suzukis, Toyotas, Jeeps, Lada Nivas, and others; including hybrids.

Growing in popularity, the club promotes several "Challenge" events throughout the year. The nature of these events is to obtain a number of orienteering type punches, strategically placed around an off road venue. Certain events are exclusively designed for winch equipped vehicles; the minimum requirement for all vehicles entering this event is a roll 'hoop' however many competitors recognising the potentially hazardous nature of such events are now fitting full cages.

## **Green Laning**

Politically sensitive at any time, the club attempts to educate its members to be responsible in their use of green lanes. The legal status of these should be checked with the local authority definitive maps and consideration given to weather conditions, vehicle numbers [max 4 in a group] and weights. Outings should be seen as an opportunity to enjoy the countryside not as an off road challenge. The club has links with L.A.R.A. (Land Access Rights Association) and the club has a delegate attending regular meetings with National Park, County Council and other representatives of countryside users. The club has also taken part with road maintenance and rebuilding schemes in the National Park. A regular task has been the maintenance of Gates Garth Pass.

The club has previously been involved with outings for less able bodied groups over a number of years, however with health and safety risk assessment this has not been possible of late. The aim was to take groups of people into areas of the countryside that would typically be impossible for them to venture into. This activity generally utilised unmodified 4x4 vehicles although it has been noted that some of our passengers would have liked to have had a go in modified vehicles, on terrain a little more challenging!

Support of other motor clubs is quite common, with some of our members regularly taking part in rally recovery and marshalling, on events such as the Pirelli Rally, the hill rallies in Scotland/Wales and the BORC events.

Summer months see the club attending a number of vintage and classic type shows, where we aim to publicise the clubs activities and attract new members.

## **GET TO KNOW YOUR COMMITTEE**

(The word he/she is not indicative of any particular gender.)

**CHAIRMAN/VICE CHAIRMAN**- acts as the figurehead, he does not have a great administrative role but is there to advise, mediate, fly the flag etc. He is responsible for conducting business at committee meetings and seeing that things get done. Should the Chairman be unable to attend any meeting he will nominate a deputy to carry out his duties.

**SECRETARY** - has to deal with all correspondence addressed to the club, reporting this at committee meetings etc. He prepares and distributes minutes of the proceedings and is generally the first point of contact with the club; his address is widely circulated and he has to answer many queries and pass on information to the membership secretary.

**TREASURER** - our money is in his hands. Eventually everything in the way of cash goes to him. Subscriptions, entry fees, profits from club events are all accounted for. He pays all the bills and makes sure the MSA fees are paid on time. At each committee meeting he submits a report on the financial status of the club.

**COMPETITION SECRETARY** - he shoulders the responsibility for the competitions run by the club and deals with the administrative element, including the application to the MSA for a permit to run each event. Generally this is straight forward, but if a query arises he would be expected to deal with it. He must be familiar with the rules and regulations published by the MSA relating to cross country events and also with our own club rules and be able to offer interpretations as required. He also informs the magazine editor of dates/venues for the magazine.

**MEMBERSHIP SECRETARY** - the Membership Secretary takes your money, issues you with a membership card, and then enters your details onto the club data base. This data base is used to produce a list of addresses so members can be sent their monthly magazine. The Membership Secretary's name is usually the one printed in the

national four wheel drive magazines so he often has to liaise with magazines, other clubs and members of the public interested in becoming club members.

**SCRUTINEER /ASSISTANT SCRUTINEER** - he is at the sharp end prodding and poking at your vehicle to make sure that it is safe to enter. He is responsible for inspecting all vehicles entered into competitions and must decide whether a vehicle is safe to compete. He works to strict guide-lines and has the authority to refuse entry if he deems a vehicle to be unsafe. If he sees a potential problem arising on a vehicle he will bring the driver's attention to it so that the necessary remedial work can take place prior to the next event. He is all-powerful when it comes to passing or failing a vehicle. His word is law. He is responsible for signing and updating vehicle log books.

**MAGAZINE EDITOR** - it is his job to collate all the information sent to him and put it together to form the magazine. Whilst responsible for editing the magazine, he depends on members to provide him with enough information to make a magazine.

**CHILD PROTECTION OFFICER** - whilst the club CPO is not necessarily required to attend events it is considered beneficial. The MSA's view is that having the CPO's name and contact details available in the event regulations and programme meets their requirements.

**WEB MASTER** – it is the task of the web master to maintain and run the clubs web site. Similar to the magazine editor he depends on members to provide photos and write ups to update the site.

**GENERAL COMMITTEE MEMBERS** - whilst having no specific administrative role they help out where possible and support the other members of the committee.

## **CLUB RULES**

### **THE NAME**

The name of the club shall be "NORTH LAKES 4X4 CLUB", hereafter to be referred to as "the club".

### **1. AIMS**

To promote an interest in motoring and motor sport.

To provide members with information, advice and assistance on matters connected with the same.

To monitor the local administration of the laws and regulations affecting motoring and motor vehicles and to report any proposed local action or scheme to the MSA.

To promote motorsport competitions in accordance with the rules of the MSA.

To arrange competitive events, and social meetings.

To afford members such benefits and privileges as it may be possible to arrange.

### **2. CONSTITUTION**

Persons seventeen years of age and over shall be eligible for membership. The membership shall consist of:

Individual Membership: Anyone from the age of seventeen.

Family Membership: open to individuals (any age) of the same family living at the same address.

The club welcomes junior members as part of a family membership and encourages them to take part. Any person over the age of 13 is allowed to drive in tyro trials although there are some rules specific to junior members.

### **3. MANAGEMENT**

The authority and responsibility for the club's management shall be vested in a committee, who in addition to the powers and authorities given by these rules, may exercise all powers and do all acts in furtherance of the aims for which the club is established or done by the club in General Meeting.

#### **4. ELECTION OF OFFICERS**

The Chairman and Vice Chairman, Treasurer, Secretary and all members of the clubs committee shall be elected at the Annual General Meeting (AGM). These members are subject to termination of office by resignation at the next AGM following their appointment. The committee shall have the power to, without election, introduce other members as they see fit. The retiring members (if any) and other members of the committee shall be eligible for re-election should they desire.

#### **5. COMMITTEE**

The committee shall consist of not less than eight and not more than fourteen members excluding the Chairman, Treasurer and Secretary. The committee shall elect (from amongst its own members) a Chairman and (if required) a Vice Chairman. The secretary must receive nominations of candidates for election to the committee not less than seven days before the AGM, with a written notification signed by each nominee that he or she is willing to serve. The member proposing and the member seconding them shall also sign nominations of candidates. The committee shall have the power to appoint a sub-committee of not less than three persons to meet on its behalf in respect of any matter, which may be referred to such a sub-committee, who will report back to the committee for approval of any decision or actions.

#### **6. MEETINGS OF COMMITTEE**

The Secretary (on his own accord or by the direction of the Chairman) shall, unless otherwise agreed by all the committee, give at least seven days written notice of a meeting. Committee meetings are normally held on the Tuesday after an RTV.

#### **7. ABSENCE FROM COMMITTEE**

Any member of the committee who shall, without sufficient reason, be absent from three consecutive committee meetings may be called upon to resign his position on the committee.

## **8. DUTIES OF SECRETARY**

It shall be the duty of the Secretary to attend in person (or by deputy) all meetings of the club and the committee. Minutes of these meetings should be recorded and presented for confirmation and signature at the following meeting(s).

## **9. BANKING**

All monies of the club shall be banked by the Treasurer in the name of the club. Payments shall be made on behalf of the club in accordance with committee procedures and agreements.

## **10. ELECTION OF MEMBERS**

Applications of candidates for membership of the club shall be submitted to the committee by the Membership Secretary. Election of such candidates should be at the discretion of the committee. The name and address and description of the candidate should be stated on each application submitted to the committee. Membership of the club shall continue only for the period covered by the annual subscription. Members shall be subject to annual re-election by the committee. All applications must be made by an individual in his own correct name and signed personally by the applicant.

## **11. PROVISIONAL MEMBERS**

Any candidate for membership of the club, whose subscription has been accepted by the Membership Secretary, shall become a provisional member of the club. Provisional membership of any candidate shall only hold good until the next meeting of the committee after payment of the subscription, when the committee shall vote to elect (or reject) the candidate.

## **12. VOTING OF COMMITTEE MEMBERS**

Each member present at a meeting of the committee shall be entitled to exercise one vote. The committee shall vote by ballot, if any members present so demand. A vote of one third against any applicant for membership shall exclude them.

### **13. SUBSCRIPTION**

The subscription rate is the rate detailed on the membership application form. This is open to annual review at each AGM.

### **14. PAYMENT OF SUBSCRIPTION**

Payment of subscriptions is made with the application. If payment is made by cheque, the applicant remains a provisional member until the bank clears the cheque.

### **15. NEW MEMBERS**

Any member who has been notified of his election and who fails to pay his subscription within one month of such notification shall be sent/reminded (normally by post) to pay, by the Secretary or Treasurer. If he/she fails to make payment within fourteen days after the date of being reminded, the election shall be null and void. No newly elected member shall be entitled to any of the privileges of membership until the payment of his/her first subscription

### **16. NON PAYMENT**

Any member of the club who has not paid his subscription within two clear months of the date on which it became due for renewal, unless sufficient reason is shown to the satisfaction of the committee, be taken off the register of members with immediate effect. Members whose subscription is in arrears shall not be eligible to take part in any competitions organised by the club as part of the rules of the MSA for insurance reasons.

### **17. USE OF CLUB NAME AND ADDRESS**

The name and address of the club shall not be given by a member as his address for trade, advertising or business purposes or in connection with any legal proceedings.

### **18. EXPULSION OR WITHDRAWAL OF MEMBERSHIP**

It shall be the duty of the committee if, at any time, the interests of the club require, to terminate membership of the club of an individual or individuals. Members of the committee shall be given at least seven days notice that a question of withdrawal or expulsion is to be discussed at a meeting of the committee. The member whose expulsion is under consideration shall be given at least seven days notice of such a meeting and be allowed to offer an explanation of his conduct verbally or in writing and if two thirds of the members present shall vote for his expulsion, he shall no longer be a member of the club.

### **19. THE ANNUAL GENERAL MEETING**

The Annual General Meeting (referred to as the AGM) of the club shall be held upon a date, time and venue fixed by the committee, at which members shall:

Receive from the committee a full statement of duly audited accounts showing the receipts and expenditure for the year ending.

Receive from the committee a report of the activities of the club during the said year.

Elect the Chairman, Secretary and Treasurer of the club and if appropriate the solicitor and auditor.

Elect the committee.

Settle any remuneration for the officers of the club and solicitor and auditor.

Decide on any resolution, which may be duly submitted to the meeting.

### **20. SPECIAL GENERAL MEETINGS**

A Special General Meeting may be held by the direction of the committee or by request to the Secretary by a member. The request should state the business for which the Special General Meeting is required and signed by not less than twelve members.

## **21. AGENDA**

A draft copy of the agenda for an AGM shall be published in the club magazine. When members wish a matter to be discussed at a General Meeting, the text of such matter, signed by the member, shall be sent to the Secretary at least fourteen days before the date of such meetings so that it may be included in the agenda. A full agenda shall be available on request from the secretary. Business which is not included in the agenda shall not be discussed at the meeting unless every member present is in favour.

## **22. VOTING**

Every person with a right to be present may exercise one vote. The Chairman shall not vote except in the form of a casting vote. At all General meetings a majority of votes decides a resolution. At any General Meeting any twelve members may demand a poll and thereupon the meeting shall be adjourned to a time and place to be named by the Chairman and a postal vote is taken of all members of the club. The decision of the members, as shown by such postal vote, shall be reported to the adjourned meeting. The rules relating to collective voting and proxies shall apply as rule 12.

## **23. RIGHT TO BE PRESENT**

Nobody can take part in the General Meetings unless he is a fully paid and elected member of the club.

## **24. OBSERVANCE AND INTERPRETATION OF RULES**

Every member binds himself to abide by the rules of the club and any modifications made to such rules. Members must also accept as final and binding the decision of the committee in all cases of dispute or disagreement as to the interpretation of these rules.

## **25. ALTERATION OF RULES**

Any alterations may be made to these rules provided:

The alterations are included in the notice of the General Meeting.

The proposed alterations are the opinion of two thirds of those present.

A poll should be held if two thirds of those voting should require, see rule 22.

## **26. EVENTS**

All motor competitions organised by the club shall be held under the rules and requirements of the MSA. The continuing membership of any member convicted of an offence arising out of his being in charge of a motor vehicle in any club event (or on club business) shall be at the discretion of the committee, see rule 18.

## **27. COPIES OF RULES**

A copy of the club rules will be available for any club member to view. The rules will also be displayed on the club web site.

## **28. DISSOLUTION**

The club may be dissolved by a Special General Meeting held at the direction of the committee or on the request of the majority of members. If the resolution of dissolution is duly passed, the committee shall liquidate the assets of the club. Any surplus assets on dissolution shall be disposed of at the discretion of the committee.

## **GENERAL EVENT RULES**

The following is a list of rules that you will be required to abide by when competing in any of the clubs events.

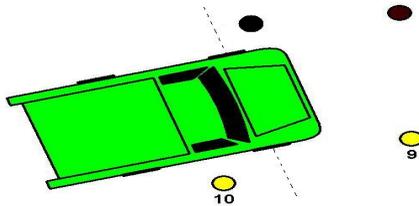
1. No-Smoking by occupants of vehicles whilst on a section.
2. All dogs must be on leads at all times.
3. Children must be supervised at all times.
4. Vehicles should park safely in between sections.
5. No spectators' vehicles are allowed on the trials site, except in a designated parking area.
6. Competitors must act responsibly at all times. They are not allowed to "mess about" between sections or after the event especially in vehicles.
7. Any one disobeying marshal's or any event officials will be asked to leave the site.
8. All competing vehicles require recovery points both front and back, the manufactures tie down eyes are not always suitable please ask a scrutineer. Only exception is Tyros.
9. All competing vehicles require a secondary return spring fitted to the carburettor or diesel injector pump. Only exception is Tyros.
10. All competing vehicles require their battery negative lead to be coloured yellow. This can be done with tape, paint or heatshrink. Only exception is Tyros.
11. The club operates a vehicle logbook system. Necessary documentation will be checked and entered into a log book which must then be produced at each trial. It will also be used to highlight problem areas by the scrutineer who will check to see that remedial work has been carried out in accordance with his instructions.
12. **ALL COMPETITORS/PASSENGERS MUST BE CLUB MEMBERS.**
13. **ALL COMPETITORS ARE REQUIRED TO ATTEND THE DRIVERS BRIEFING AT THE START OF ALL EVENTS.**
14. **DRIVING OVER AGGRESSIVELY/RECKLESSLY IN OR BETWEEN SECTIONS AND AGGRESSIVE/INTIMIDATING BEHAVIOUR TOWARD OTHER COMPETITORS OR OFFICIALS WILL NOT BE TOLERATED.**

## **RTV/TYRO Trials**

The club advises that all new and inexperienced drivers who would like to take part in any trials make at least their first event a Tyro trial.

1. The object of a trial RTV or Tyro is for the vehicle to complete the section non-stop without hitting a cane. Ceasing forward motion constitutes a stop. When wheels are spinning, only a short time is allowed before you are required to stop. This minimises land damage and avoids disadvantaging the competitors still to drive the section. We aim to cause as little damage to the land as is practical which means we are more likely to be able to reuse the venue.
2. RTV drivers are to hold a current driving license. This maybe a provisional licence but in this case they will need to be accompanied by someone holding a full licence.
3. Junior members from the age of 13 are able to enter tyro trials following these specific rule.
  - 3.1. They are accompanied by an adult member.
  - 3.2. They must only drive on marked trial sections.
  - 3.3. They must NOT drive any vehicle between sections or anywhere else on site accompanied or otherwise.
  - 3.4. The accompanying adult is responsible for the behaviour and welfare of the junior member.
4. If you are not happy about any part of a section you can bring it to the attention of the Clerk of Course and ask him if it can be altered, this must be done before the first vehicle has attempted the course.
5. Each competitor will receive a competition number at the beginning of the trial which needs to be displayed prominently in the front windscreen.
6. Please fill in your name and details on the event score card, and get it scored and signed after each section. It is your responsibility to get your card scored; if you don't get it marked straight away you may be given a 12.

7. Once one vehicle has driven over a trials section the physical movement of any rocks, trees etc. from the course are prohibited. If it is deemed to be dangerous bring it to the attention of the Clerk of Course and they will make a decision.
8. Cane widths from gates 12 to 3 will be at least 9ft wide. The width of the last two gates will be at the Clerk of Course's discretion.
9. Each gate is marked by a pair of canes with a number marker on the right hand cane.
10. Passengers are not allowed in the rear of competing vehicles, the only exception to this is during a tyro where more than one passenger is allowed. All occupants are required to wear their seat belts.
11. Drivers will be given time to walk the course but should be ready on the line when it is their turn. Failure to be on the start line may result in a penalty.
12. If you stop/ cease forward motion during a section you will get the score of the gate you are approaching, i.e. past gate 10 means a score of 9. Only a front hub needs to be through the gate to count as passing it, as long as the vehicle does not touch the cane.



13. Contact with any part of the vehicle and a cane means the vehicle gets the score of that cane, i.e. wing mirror touches cane 6 then the score is 6. Each and every part of the vehicle or driver counts. Any part of the cane or sock are included

14. Vehicles with a wheel base greater than 99.1” are classed as long wheel base and are allowed one “shunt” per section. A shunt can only be used to get a better line and can’t be used due to loss of traction. The vehicle can only reverse its own vehicle length. A shunt must be called for just before the vehicle stops.
15. If the vehicle clears the section a clear “0” is awarded.
16. If in the process of continuing through the course, a vehicle hits a cane which he has already negotiated successfully, it will count against him and the score of the cane which is hit will be deemed to be the score for that section.
17. Each section has a theoretical course boundary which is an imaginary line joining the sets of gates together. A driver going outside the marked course is always a difficult thing to marshal and generally clerks of course will avoid such a situation occurring. Often a pair of crossed canes is positioned to 'stretch' the boundary. Merely touching these does not carry a penalty but if the competitor runs them down or goes around them, then he will be deemed to have left the course and penalties equal to the next gate will be awarded. Sometimes, due to terrain, competitors may 'loop' at the discretion of the Clerk of Course, but vehicles must never cross their tracks between any two consecutive gates. Always ask the clerk of the course if you intend to loop in case it is deemed to be excessively outside of the boundaries.
18. New MSA rules may come in to effect during the life of this handbook and may supersede any of the rules. The club will endeavour to update all members of any relevant changes to rules via the club website and Magazine.

## Challenge Events

1. The MSA have ruled that all challenge events can only be driven by MSA licence holders. Minimum licence required is a “NON RACE CLUBMANS”.
2. The aim of a challenge event is to negotiate around a site/area to find marked punches (usually marked with warning/barrier tape). The vehicle needs to be driven to the punch to enable the score card which will be fixed to the vehicle (usually on the passenger side) to be punched in the corresponding numbered box. The competitor at the end of the event with the highest score wins.
3. There are two main types of challenge events :-  
**Non-Winch event** - as the name suggest is setup to be run without the use of any winches.  
**Winch event** – the use of winches is allowed and usually necessary to get the vehicle to or from the punch. This type of event is more difficult and has a higher risk of vehicle damage.
4. The punch card must remain attached to the vehicle at all times and if it becomes detached the competitor will be penalised or disqualified.
5. The cards must be punched from the bottom of the card, with the pins of the punch facing downward.
6. There is a fixed start and finish time and competitors may be penalised if they are late back to the finish.
7. During any winching a “Winch Sail” must be used. It is not permitted to be fixed to the winch hook or end of wire/rope.
8. If winching a minimum of a 2” tree strop must be used if winching from a tree.
9. Gloves of a suitable material must be worn when handling a winch rope or wire. Woollen or rubber gloves aren’t suitable.
10. New MSA rules may come in to effect during the life of this handbook and may supersede any of the rules. The club will endeavour to update all members of any relevant changes to rules via the club website and Magazine.

## **Vehicle Regulations (RTV)**

### **1. Passengers**

- 1.1. A passenger may accompany only one driver per event. A driver may not passenger another driver.
- 1.2. Passenger ages must comply with the current MSA regulations.
- 1.3. The passenger must be seated on the front seat at all times.
- 1.4. All passengers must be club members.

### **2. Shunt**

- 2.1. Vehicles over 99.1" are allowed 1 shunt per section.
- 2.2. It **MUST** be called before the vehicle has stopped.
- 2.3. The vehicle must not reverse more than its own body length.
- 2.4. Shunts **MUST ONLY** be used to manoeuvre to get a better driving line and **NOT** to have another go at, for example, a failed hill climb.

### **3. Dogs/Children/Smoking**

- 3.1. Dogs/Children must not be carried in the vehicle during a section.
- 3.2. No Smoking whilst on a section.

### **4. Vehicle and Contents**

- 4.1. Fuel cans must not be carried in a trials vehicle on a section.
- 4.2. All other items inside and outside must be secured.

### **5. Log Books / Documentation**

- 5.1. A vehicle log book must be produced at signing on or current membership card, MOT certificate, and driving licence must be shown instead.

**6. Engine**

- 6.1. The position of the engine is free.
- 6.2. There are no restrictions on engine size or type.
- 6.3. Forced induction is allowed.

**7. Carburettor**

- 7.1. A secondary spring must be fitted to the carburettor or injection pump in case of failure of the linkage, unless electronically controlled.

**8. Exhaust System**

- 8.1. This may be altered from the original but noise must be below MSA recommendations.
- 8.2. The system must not pass through the driver/passenger compartment.
- 8.3. The outlet must exit behind the centre line of the wheelbase on vehicles built after 1961.
- 8.4. All hot exposed parts must be guarded.

**9. Radiators**

- 9.1. All coolant hoses and pipework must be separated from the passenger/driver compartment by means of lagging (If metal pipework) or a solid metal cover (if rubber pipework) to protect all persons, including spectators.
- 9.2. All external exposed pipework is to be protected.
- 9.3. The radiator must be shielded from the driver/passenger compartment.

**10. Gearbox**

- 10.1. An operable reverse gear must be fitted.

**11. Starter**

- 11.1. An electric starter in working order must be fitted and operable from the driver's seat.

## **12. Fuel Tanks**

- 12.1. All standard fuel tanks are allowed.
- 12.2. Underseat fillers must have a sealed cap and a one way valve in the cap or a remote breather. The metal cover under the seat must be fixed down and have some form of gasket.
- 12.3. Rear load bed tanks with external fillers must be secured and covered to prevent damage; rear load bed tanks with internal fillers must be secured and covered with a separate metal cover which is removed to fill the tank.

## **13. Steering**

- 13.1. Steering boxes may be interchanged.
- 13.2. Power steering may be fitted.
- 13.3. Lock stops must be fitted.
- 13.4. Under no circumstances will steering parts that have been cut, cut out, broken or welded be allowed.
- 13.5. Steering parts that are bent will be subject to the scrutineer's discretion.

## **14. Axles**

- 14.1. Axle choice is free.
- 14.2. Limited slip, torque biased, locking or fixed differentials are allowed.

## **15. Suspension**

- 15.1. Road springs are free choice but mountings must be to an acceptable standard i.e. MOT.
- 15.2. The maximum distance between pin centres is 6 inches.
- 15.3. Pin centres over 5 inches must have a centre strengthening device.

## **16. Shock Absorbers**

- 16.1. Shock absorbers/dampers must be fitted.

**17. Wheels**

- 17.1. Hub spacers will be allowed but not larger than 30mm.
- 17.2. There must be no cracks around the stud holes
- 17.3. There shall be only two wheels per axle (unless more are fitted by the manufacturer)
- 17.4. Wheels modified to alter the offset - prior to an event these should be brought to the attention of the scrutineer and the competition secretary for checking of safe construction. These wheels are used entirely at the member's own risk.

**18. Tyres**

- 18.1. Tyre choice is free, however all tyres must be road legal and not dumper or motocross type. They must be "E" marked.

**19. Brakes**

- 19.1. Hand brake/parking brake must be in good working condition and operable by driver whilst wearing a seat belt.
- 19.2. Fiddle brakes are not allowed.
- 19.3. Brakes must be fully operable

**20. Bodywork**

- 20.1. The bodywork must be up to MOT Standard.
- 20.2. There must be no sharp edges.

**21. Bumpers**

- 21.1. If bumpers are removed then their mounting brackets must also be removed.

**22. Seat Belts**

- 22.1. Vehicles must have a minimum of lap strap seat belts fitted and worn by both driver and passenger. This is to apply even if the vehicle does not require a seat belt for use on public roads.

### **23. Doors**

- 23.1. Door tops can be removed.
- 23.2. Door bottoms must not be removed (if fitted as standard by the manufacturer).
- 23.3. If fitted, doors should be securely fastened but not locked.
- 23.4. If fitted doors must be securely fastened to the vehicle.

### **24. Roll Over Protection**

- 24.1. Soft Top Vehicles - Windscreen must be raised and a full set of hood sticks securely fastened to the bodywork or held down with the canvas or a suitable rear roll over bar fitted.
- 24.2. Hard Top Vehicles - Manufacturers hard top, truck cab with all bolts fastened.

### **25. Batteries**

- 25.1. Wet batteries must be fitted with anti-spillage caps.
- 25.2. Batteries must be fixed down by at least the manufacturer's fixings.
- 25.3. The positive terminal of the battery must have an insulating cover.
- 25.4. The earth cables must be marked in yellow. This may be achieved with yellow tape or paint, or by using appropriate yellow cables.
- 25.5. Batteries must not be moved from their original position unless fitted with suitable protection from external damage.

### **26. Recovery Points**

- 26.1. Adequate front and rear recovery attachments must be provided for recovery purposes. If a tow-ball is fitted welding alone is not sufficient and adequate bolts are required.
- 26.2. A suitable rope or strop and shackles **MUST** be carried.

## **Vehicle Regulations (TYRO TRIALS)**

### **1. Doors And Seats**

- 1.1. Doors must be securely fastened but not locked
- 1.2. Seats must be firmly fixed

### **2. Tyres**

- 2.1. Tyre choice is free, however all tyres must be road legal and not dumper or motocross type. They must be “E” marked.

### **3. Bodywork**

- 3.1. Should be in good condition and cover the wheels

### **4. Recovery Points**

- 4.1. A rear recovery point must be fitted

### **5. General vehicle**

- 5.1. Tyro trials are for standard off road vehicles and/or novice drivers.
- 5.2. The vehicles are expected to be road tax and road worthy.
- 5.3. Modified vehicles may be used in Tyro’s only if driven by novices.
- 5.4. Road tax is not necessary if the event is held wholly on private land.

### **6. Passengers**

- 6.1. A passenger may accompany only one driver per event. A driver can’t passenger another driver.
- 6.2. Passenger ages must comply with the current MSA regulations.
- 6.3. The passenger/s must be seated and wearing a seat belt. More than one passenger is allowed to be in the vehicle during a tyro only if the driver holds a full licence. Correct seating for children under 12 or less than 135cm must be used. No children under 2 years old are allowed.
- 6.4. All passengers must be club members/family member.

**7. Dogs/Smoking**

- 7.1. Dogs must not be carried in the vehicle during a section.
- 7.2. No Smoking whilst on a section.

**8. Vehicle and Contents**

- 8.1. Fuel cans must not be carried in a trials vehicle on a section.
- 8.2. All other items inside and outside must be secured.

**9. Seat Belts**

- 9.1. Vehicles must have a minimum of lap strap seat belts fitted and worn by both driver and passengers. This is to apply even if the vehicle does not require a seat belt for use on public roads.

## **Club Championship**

There are two club championships, the RTV championship and the TYRO championship.

### **1. Scoring.**

- 1.1. Each competitor will be given the score attained at each trial attended.
- 1.2. If a competitor does not attend a trial they will be awarded a “penalty” score, this will be the score of the last placed competitor at that trial.
- 1.3. If a competitors first attended trial of a season is partway through the clubs championship season, then penalty scores will be awarded retrospectively to all unattended trials of the season
- 1.4. The championship, of any class, will be decided by the lowest aggregate score achieved by a competitor for that season.

### **2. Early retiral score**

- 2.1. If a competitor retires NOT having completed half the sections run, they will take the overall score of the last placed competitor for that trial.

### **3. Late retiral score**

- 3.1. If a competitor retires during a trial and they HAVE completed half or more of the sections run at that trial, they will retain the scores acquired up till the point of retiral, after this point they will take the score of the last placed competitor for each remaining section of that trial.
- 3.2. They will not be allowed to take a “place” in the results of that trial. I.e. they may not be awarded a place regardless of their point score once retired.

### **4. Required Elements**

- 4.1. It is a required element of the club championship that each competitor marshal/CoC at least one event in the class that they would ordinarily have competed.

- 4.2. No competitor will be considered for any championship awards unless Clause 4.1 is complied with.

## **5. Marshal Awards**

- 5.1. Competitors marshalling/CoC an event will be given a “marshal” award
- 5.2. Marshal awards will consist of zero points being awarded for the trial marshalled
- 5.3. This will only be awarded if the marshal attends for the ENTIRE duration of that trial.
- 5.4. Each competitor will only be entitled to ONE marshal award in any competition year.
- 5.5. A maximum of 3 awards may be given at any one trial
- 5.6. Any competitor wishing to officiate an event to attain their Marshal award MUST inform the CoC in good time before the trial date. If more than 3 competitors apply to marshal the same event it will be decided by a “first come first served” system applied by the CoC.

## **6. Other**

- 6.1. At the end of the championship year each competitor will be allowed to drop their ONE highest score of the season. Regardless of whether it is an attained score, penalty score or Retieral score.
- 6.2. Any competitor that has taken part in 3 or more RTV events in the current championship season will be deemed ineligible/disqualified from, the TYRO championship of the same season.
- 6.3. CoC may add points up to a maximum of 12, as they see fit for any section for any competitor that abuses, argues with or displays aggressive behaviour toward any official, Or in any way endangers other competitors or spectators through careless or aggressive use of their vehicle.

## **SOME DO'S AND DON'TS AT YOUR FIRST EVENT**

Attending your first event will seem a little daunting, especially when everyone else seems to know what they are doing. Perhaps these few brief notes will help.

### **DOS**

Ask for help if you need it. Someone will ride in with you if you wish.

Wear your seat belt on the trial sections.

Be ready when called forward by the marshal.

Keep dogs on a lead at all time, and children under control.

### **DON'TS**

Smoke whilst driving on a section.

Bring any spectating vehicles into the competition area. They must be left in the car park.

Play about between sections.

Drive at speed between sections.

If you have any children with you they can't stay in your vehicle while you compete (Except in a tyro).

## **MARSHALLING AT TRIALS**

1. Make sure you have a pen!
2. Sign on and collect a Hi Vis vest.
3. The running order is at the discretion of the Clerk of Course.
4. Ensure drivers and passengers are wearing a seat belt.
5. Drivers must not smoke on any section.
6. Passengers are not allowed in the rear of the vehicle. Except in a Tyro.
7. At the start line the vehicle should be ready to start when you call them. Drivers should be given time to walk the course but they should be ready on the line when it's their turn.
8. Ensure the section is clear of people, vehicles etc before allowing the first driver to start. "Clear the course" is a phrase understood by everyone and frequently used.
9. The object is for the vehicle to complete the section non-stop without hitting a cane. Ceasing forward motion constitutes a stop. When wheels are spinning allow only a few seconds before telling them to stop because damage to the ground will result and it is unfair to the competitors behind them.
10. Call out the score to the person keeping the master score sheet or alternatively if you are marking individual cards write the score in figures and words and sign your initials.
11. Contact with any part of the vehicle and a cane/sock means the vehicle gets the score of that cane. Each and every part of the vehicle or driver counts. No exceptions should be made. One thing to watch for is grassy tussocks and rocks. Sometimes a vehicle passing nearby causes the tussock/rock to move and may give the impression that the vehicle has hit the cane and this may not be the case. It is advisable to stand where you can see potential problem areas clearly.

12. Do not be influenced by spectators or other competitors. If they are not signed on as marshals you must disregard anything they say. It's what you see that counts and your word is final.
13. If the vehicle clears the course award a '0'. If he hits a cane after he has declared himself finished and has attained zero he is not penalised.
14. When all competitors have completed the course move on to the next section. You may be asked to collect the canes from that section as you go to the next.
15. If you see a driver is about to damage a cane moving on or off the section carefully remove the cane without endangering yourself and put it back in the same position.
16. Long wheelbase vehicles are allowed one shunt per section and must declare their intention by shouting SHUNT just before stopping and reversing. If they touch a gate during the reversing manoeuvre they are penalised and get the points of that gate.
17. A driver going outside the marked course is always a difficult thing to marshal and generally clerks of course will avoid such a situation occurring. In theory, imaginary lines joining the canes mark the boundary of the course but this doesn't necessarily prove that the course can be driven between these lines. It doesn't always work out in practice. Often a pair of crossed canes is positioned to 'stretch' the boundary. Merely touching these does not carry a penalty but if the competitor runs them down or goes around them, then he will be deemed to have left the course and penalties equal to the next gate will be awarded. Sometimes, due to the terrain, competitors may 'loop' at the discretion of the clerk of course, but vehicles must never cross their tracks between any two consecutive gates.

- 18.** Always be aware of safety. Children and dogs are sometimes a problem. If you see someone standing in a dangerous position warn them quickly.
- 19.** If you see competitors messing about between sections ask them to stop. It is against the club rules. If you see a spectator bringing his vehicle onto the course ask him to return it to the parking area.
- 20.** Do not argue with a disgruntled driver - you are in charge and in the case of any dispute call the clerk of course to adjudicate.
- 21.** If in doubt - ask.

## **WHAT'S INVOLVED IN BEING THE CLERK OF COURSE FOR A TRIAL**

1. The event contact will have sorted out the land etc., with the landowner and the competition secretary will have arranged the MSA permit. Ring them 2 weeks or so prior to the event. Check that all is well and confirm what cash amount was agreed for the use of the land.
2. Ring up the land owner and make yourself known, establish which land you are to use and any restrictions that may apply. Make arrangements to go on the Saturday to set out the trial.
3. Arrange to collect the equipment.
4. Ensure you have some signing on sheets and an account form.
5. Familiarise yourself with the Incident Procedure.
6. On the Saturday, give yourself plenty of time to set out. It can take all day. Get someone to help you. It is not safe to do it on your own.
7. Set out a minimum of 8 sections. 10 or even 12 are acceptable, time permitting. It is up to you. Club rules state that gates 12 - 3 will be at least 9' wide. The last two are at your discretion.
8. Mark out a car park area and an area to be used for scrutineering.
9. On the day of the event arrive early to check that everything is still in place. Put out the **MOTORSPORT IS DANGEROUS** signs.
10. Check that scrutineering is taking place. Get someone to do the signing on if you can.
11. If you feel it is necessary to split into two groups do so. Check you have sufficient marshals.
12. Make sure you carry the fire extinguishers or they are available in a central area close enough to all sections.
13. The marshal is the Judge of Fact (MSA Rules). In the event of a dispute occurring his decision is final, but you may be called upon to confirm this. Disregard anything said by anyone not signed on. You have total authority and accountability for all decisions at the event.

14. Check the drivers are ready to start on time and make sure the event keeps moving.
15. Deal firmly with anyone bringing their vehicle into the competition area that is not a competitor and ask them to remove their vehicle, and make sure there is no playing about. Club rules are quite clear on this.
16. At the end of the event, sort out the various winners. Announce winners. Present prizes if available, or get someone to do it for you.
17. Thank the landowner if he is there, and pay him.
18. Gather in all equipment and return it in due course.
19. Balance the cash from the event - fill in the Cash Account Form and send to the treasurer within one week of the event and arrange the payment of cash into the bank via the treasurer.
20. Send the signing on sheets and full list of winners to the competition secretary as soon as possible.
21. Send a list of winners to the editor to put in the magazine.
22. **DO NOT BE AFRAID TO ASK FOR HELP WITH ANYTHING AT ANY TIME. THERE IS A WEALTH OF EXPERIENCE IN THE CLUB READY TO HELP YOU.**
23. Often the Comp Sec will be at the event and he or other committee members may take some of the duties from your shoulders. However, it may be that none of them are there and it is important that you know what to do in their absence.

## MAJOR INCIDENT PROCEDURE

1. The Clerk of Course is the Major Incident Officer. If he is not in the immediate vicinity, the Start Marshal on that section must take charge until he arrives.
2. **ACTION TO BE FOLLOWED IMMEDIATELY** get the Clerk of Course/First Aider.
3. Clerk of Course and First Aider assess situation.
4. Make the area and vehicle SAFE.
5. Send for help/emergency services if required.
6. If fatal, or potentially fatal, touch nothing.
7. Use anyone's camera to take pictures for evidence.
8. Send someone to wait for the police/ambulance if site is away from main road. They can direct them to the area, or if vehicle access is impossible for the ambulance they can drive the paramedic/ambulance to the injured person.
9. Make sure there is a clear path for the ambulance.
10. Co-operate fully with the police etc. Make a personal note of names/addresses of witnesses.
11. If the accident was serious the police would normally inform the family without delay. However, someone from the club should also visit. Phone the Chairman for advice. If fatal the next of kin must have a personal visit - probably from you and the Chairman.
12. Ask everyone involved to write a report immediately they get home while the incident is fresh in their mind.
13. Report to the Chairman/Vice Chairman who will call a meeting of the club committee to discuss the incident and formulate the necessary action and information for the MSA.
14. Fill out the appropriate MSA incident form. Get advice from the committee if you are unsure.

**NOTES**