



CSH Bike Trailer use and guidance note

1) Authority to use the Bike Trailer

Any CSH Cycle Club member can request to use the trailer. They must first confirm that they have the appropriate driving licence and vehicle Insurance to tow the trailer. If you obtained your driving licence before January 1st 1997 with a Category B licence (Vehicles up to 3,500kg Maximum Authorised Mass (MAM) carrying no more than 8 passengers plus driver with trailer up to 750kg) you are authorised to tow the CSH trailer. If you obtained your driving licence after 1st January 1997 you are also entitled to tow the CSH trailer as the trailer has a maximum gross weight of 750kg, but you should ensure that your car Insurance covers towing a trailer.

2) Guidance when towing the trailer

The trailer has a maximum weight of 750kg, ample for 24 bikes. The trailer is 6m in length and therefore will swing out at the rear when negotiating any acute bend, care must be taken to ensure you allow sufficient space when making any manoeuvre. The trailer is a braked trailer and therefore the brake must be applied before unhitching from the tow vehicle. When driving on the road remember that legal speed limit whilst driving on a single carriageway road is 50MPH and Dual carriageways or Motorways is 60MPH, unless any other lower speed limit applies. You **MUST NOT** use the outside lane on a Motorway whilst towing, unless instructed to do so. Please ensure you have the correct number plate showing (your tow vehicle registration number) and this plate **MUST** conform to the British standard, no felt tip cardboard plate is acceptable. I can assure you that this trailer we have purchased is a stable trailer behind any suitable vehicle (medium size car, van or 4x4) with an even spread of bikes loaded from the centre out, if you obey the speed limits and loading recommendations it is very unlikely that you will experience any snaking or pitching during the time you are towing. Snaking is when a lateral swaying movement occurs and the trailer takes control of the tow vehicle. Pitching describes vertical instability but this will not occur if you follow the bike loading recommendations.

3) Event organisation

For any event the collection and drop off locations are paramount, space to load and unload is critical to ensure we follow good personal Health & Safety guidelines. A minimum of 15m of length will be required to park the tow vehicle and trailer giving space to walk around and load bikes. It is the responsibility of the event organiser and tow vehicle driver to ensure that these guidelines are followed. It is recommended that the event organiser communicates the intended collection and drop off locations at the time of advertising the event. It is recommended that we compile a list of suitable locations for our use. In addition it should be emphasised to all riders that neither CSH nor the tow vehicle driver have any legal responsibility for the bikes loaded during their passage, apart from the expertise of the tow vehicle driver when he/she loads the bikes on the trailer.

The tow vehicle driver must satisfy him/herself that the agreed collection and drop off points are suited for trailer parking.

4) Trailer use costs

Transportation costs are calculated as follows:

1. 50p per bike towards trailer maintenance
2. 1p per mile, per bike, for the entire journey as a contribution towards the fuel and vehicle running costs of the tow vehicle. This is based on a minimum of 20 bikes. For 10 bikes the amount is 2p per mile, per bike. For 5 bikes the amount is 4p per mile, per bike.

Event examples – Trailer to Bedgebury a round trip of 80 miles with 10 bikes = £2.10 per bike carried. Use of trailer for London to Brighton Bike ride a round trip of 130 miles with 20 bikes = £1.80 per bike carried.

Where an event is far away the above principles will apply, but where ferry costs (e.g. Newhaven – Dieppe) are involved this additional cost must be taken in to account by the organiser and costed according to the number of bikes involved and agreed prior to booking.

Transportation costs should be calculated and publicised in advance, using a mileage calculator such as AA Route Finder.

At the end of the year any surplus money from the trailer maintenance pot will be donated to the club's nominated charity.

5) Trailer booking procedure

The method of booking the trailer for an event will be to use the current Google calendar so that all members can view an event where the trailer will be used. It will be the responsibility of the Ride Leader to make the arrangements for a tow vehicle (or drive that vehicle themselves) to the nominated venue. When those arrangements are complete the full details of the event can be entered in the diary.

6) Passenger movement

It is envisaged that riders will make their own personal travel arrangements, however it is likely the CSH will be making arrangements to hire a local minibus to transport passengers to cycle events as we develop the concept of moving bikes and riders to events away from the CSH area.

7) Maintenance and security

The maintenance of the trailer is the responsibility of Denis Bass he will carry out quarterly checks and an annual service to ensure we maintain a legal and high standard of trailer in use.

It is the responsibility of each user to ensure that the legal requirements are met before driving away the trailer from its parked position. Those legal requirements are; the trailer is secured correctly to the tow vehicle, the brake cable is attached to tow bar of the tow vehicle and the tyres are correctly inflated. Check the operation of all the lights when attached to the tow vehicle and attach a number plate (BSI Standard) to the rear of the trailer to correspond with the tow vehicle. The trailer MUST NOT be used if the above mentioned criteria cannot be met.

Check that you have the bike trailer equipment box and associated items are complete according to the trailer inventory.

After each and every occasion the trailer is used the driver of the tow vehicle MUST ensure the trailer is parked correctly with all security equipment attached. Any defects or incidents should be reported using the "Defect report" to ensure we maintain a high standard of trailer at all times.

By kind permission of David Barlow the trailer is stored at Three Ponds Caravan Park on the A26 at South Heighton, after each use it must be returned to this location and locked in the same manner as it was collected.

8) Conclusion

In conclusion, this piece of equipment is a valuable asset owned by CSH which if used sensibly will provide all members with additional enjoyment and new riding experience please ensure you look after our asset.

Denis Bass