

## BACK IN 1907

Once all three Yerkes Tube lines had opened (the Bakerloo, Piccadilly and Hampstead), a fortnightly Traffic Notice was issued covering all three lines. Again, with others reviewed in previous issues of *Underground News*, they offer much of interest – and often amusement. Over 100 years ago, it wasn't called a Traffic Notice but a "Joint Weekly Circular". From 12 July 1907 this became a "Joint Circular" and was issued fortnightly, covering a two-week period. It was headed "London Underground Electric Railways" and was 'signed' by J.P. Thomas, Superintendent. From February 1908, the Circular was also 'signed' as 'approved' by A.H. Stanley, (who became Lord Ashfield) who was the General Manager. Early Circulars were issued from the "Elephant & Castle Offices, 75 London Road, S.E.", but from the end of October 1907 it came from "St. James's Park Station Offices, S.W.". This then remained the case for all other circulars to March 1910 that we have to review.

It will be seen that the working environment was in a totally different era. The notices, of course, only refer to 'men'. There is frequently a reference to a Mr. Trigg who seems to figure a lot in organisational and disciplinary matters and who must have had a lot of clout in those days.

The introduction always read, "Every member of the above staffs<sup>1</sup> will receive a copy of the weekly circular and it is his duty to read the whole Circular and obey the instructions which, directly or indirectly, relate to his particular work".

Sit back and enjoy a selection from the first full year of the three Yerkes tube lines:

### **No.16 – 21 June 1907**

7. On Tuesday night 25 June and Thursday night 27 June 1907, after cessation of traffic, a tank car, coupled to an accumulator car, will be run from Lillie Bridge depot on the eastbound road to York Road for the purpose of emptying sumps, subsequently returning to depot both nights on the westbound road. Current will be taken off the tracks at the usual hour, but all men are warned to keep clear until these works trains have passed.

On Wednesday night 26 June 1907, after cessation of traffic, an accumulator car will be run from Lillie Bridge depot on the eastbound road to Strand sidings<sup>2</sup>. This accumulator car will work in these sidings that night and during Thursday, and will be run back to Lillie Bridge depot Thursday night 27 June 1907, on westbound road after the last westbound passenger train. On both nights current will be taken off the tracks at the usual hour, but all men are warned to keep clear until these works trains have passed. Chief Inspector Trigg will arrange for a competent shunter to accompany the above trains, the speed of which in the tunnels must not exceed 10mph.

14. (CCE&H) – No Conductor or Gateman, or any other employee, must under any circumstances whatever, change the Destination Indicators on the cars while trains are in motion. Trains must not be started from the terminal stations until all Indicators are in the correct position.

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<sup>1</sup> This applied to staff of the Bakerloo & Waterloo Railway, Great Northern, Piccadilly & Brompton Railway and the Charing Cross, Euston & Hampstead Railway. These line names were still in use up to March 1910, despite the BS&WR having acquired the title "Bakerloo", about which there was much ado at the time.

<sup>2</sup> It should be noted that the Strand branch of the Piccadilly had not then opened to passengers.

There are also separate sections for each line for “Staff Irregularities” –

<b>Grade</b>	<b>Detail</b>	<b>Action</b>
Motorman	Continued bad timekeeping	Reduced to Shops
Motorman	Missing train	Suspended
Liftman	Travelling without pass or ticket	Reprimanded
Liftman	Leaving lift without permission	Reprimanded
Lift Machine Man	Reporting himself for duty whilst under the influence of drink	Discharged

### **No.18 – 5 July 1907**

2. **Fire Extingueurs** – Conductors must be careful to see that the Fire Extingueurs in their cars are in proper working order before taking their trains into service. The cap on the end of the extingueur must be removed and an inspection made to ascertain that the glass bottle has not been broken and that the apparatus is ready for immediate use if required. Several bottles have been found broken on the trains lately and, in future, conductors must report all breakages.

3. **The “Mole” Weekly** – All members of the Staff are specially urged to contribute to the effective distribution of the above. Special boxes will shortly be fixed at the stations, and in the cars, for the reception of this paper, but, in the meantime, bundles are to be strung and hung outside the booking offices, in the lifts, and on the station platforms.

The “Mole” is issued weekly, and is supplied to the stations on Saturday mornings. In order that no out-of-date copies may ever be exhibited, every Thursday morning Station Masters must collect up all copies which have not been taken away, and arrange for the booking clerks to hand out a copy with every ticket issued, taking particular care however, not to cause delay to passengers.

6. **Examination of Trains by Motormen** – Motormen on late duty will in future be held entirely responsible for the examination of their trains. One hour will be allowed for this work, that is to say, the motorman stabling his train at 10.0 p.m. will book off at 11.0 p.m. During this time he must make a thorough examination of the motors, shoe gear and electrical equipment. He must also examine the brakes, hose pipes, and drain out the reservoirs. The tool box must be examined and the tools checked over, and the motor cab left in a clean and tidy condition, ready for the early duty motorman. He must be careful to enter in the motorman’s log book the slightest defect there may be on any part of his train. After the train has been stabled for the night, he must hand over his keys to the Yard Master (or to the Station Master if the train is stabled in the tunnels), and must also make out a full report of any special occurrence and send it with his daily ticket direct to Mr. Woodman at the Elephant and Castle Offices.

31. **Speed Over Crossovers** – Motormen are cautioned that trains must not be run over the crossover at Charing Cross above the scheduled speed. Motormen who are reported for exceeding the speed limit over any crossover will be severely dealt with.

### **STAFF IRREGULARITY**

<b>Grade</b>	<b>Detail</b>	<b>Action</b>
Liftman	For being late on duty and insubordination	Suspended
Motorman	For taking train into service with tripcock	Suspended

closed

### **No.19 – 12 July 1907**

6. **Exposure to Danger** – It has been noticed that Conductors and Gatemen when delivering correspondence satchels and letters to the stations have thrown them onto the station platforms while their trains have been in motion. This practice is forbidden. Conductors and Gatemen must at all times keep within the limits of the car gangways when the trains are in motion. No part of their bodies must extend beyond or over the car gates.
7. **Sale of Newspapers on Station Premises** – Station Masters must see that no newspaper vendors other than those employed by Messrs. Wyman on the Baker Street and Waterloo and Messrs W.H. Smith & Son on the Piccadilly and Hampstead lines are allowed to enter the station premises for the purpose of selling papers, and they must also keep them away from the pavement immediately in front of their stations if passengers are in any way inconvenienced.
10. **Advertising Contractors at Edgware Road Station** – Commencing on Tuesday next, the 16th inst., and on each successive Tuesday, after the cessation of traffic, the trains stabled in either the north- or southbound platforms at Edgware Road will be shunted back onto the straight road clear of the crossover, to enable Messrs. Wyman's to carry out the bill posting. Only one platform will be required each week and this will be at Messrs. Wyman's discretion. Mr. Trigg will appoint a competent shunter and this man will be entirely responsible for all movements of the trains, and he must actually pilot each from one position to another.

No signalman will be required in the cabin, all point and signal levers being left in the normal position.

After the trains have been run out, the current will be switched off for the night and the depot shunter must wait until he receives word from the shunter that the necessary movements have been made before giving instructions to the substation attendant to switch off current. These trains must be run back into the platform first thing in the morning after current has been switched on.

Mr. Rozier will appoint a driver to move the trains.

### **STAFF IRREGULARITIES**

<b>Grade</b>	<b>Detail</b>	<b>Action</b>
Gateman	Late on duty	Suspended
Gateman	Opening gates after ringing bell	Reprimanded
Gateman	Closing gates before Conductor was ready	Reprimanded
Porter	Neglect of duty and bad language	Discharged
Labourer	For smoking and slackness in carrying out duties	Discharged
Liftman	Found asleep in S.M.'s office	Suspended
Gateman	For ringing bell contrary to rules	Reprimanded
Greaser	For blowing whistle on rear end of train in service	Discharged

### **No.20 – 26 July 1907**

8. **Lift Service** – Mr. Secker is the Lift Timekeeper and Regulator and he will report direct to the Traffic Assistant on all matters relating to the lift service at the various stations. Mr. Secker will visit the stations, and Lift Operators are directed to work to his instructions as far as the Lifts are concerned. Mr. Secker has authority to suspend any Liftman who is losing time or working irregularly.

#### STAFF IRREGULARITIES

Grade	Detail	Action
Liftman	Allowing Fitter to leave lift by entrance gates	Suspended
Liftman	For carelessness in closing left gates	Reduced
Gateman	Not allowing passenger time to board train	Suspended
Motorman	For failure to report broken door on motor cab	Suspended
Lamp Lad	Leaving station premises during night.	Discharged
Porter	For detaining lost property	Discharged
Lift Man	Machinery Found asleep on duty	Discharged

#### No.21 – 9 August 1907

5. **Children without Tickets** – Several cases have been noticed of children being allowed to travel without tickets when in the company of adult persons. This must not be allowed and care must be taken to see that all children, except those in arms, have tickets.
11. **“Emergency Stop Bell”** – When Conductor find it necessary, from any cause whatsoever, to stop any train after starting, he must give two strokes of the bell to the motorman, at the same time opening the emergency valves on the car platforms. Unless this bell signal is given the train may not be stopped in time to prevent accidents.

#### STAFF IRREGULARITIES

Grade	Detail	Action
Arc Trimmer	For loitering in mess room during non-traffic hours	Discharged
Liftman	For opening lift entrance gates before closing exit	Suspended
Liftman	Insubordination	Discharged
Car Cleaner	Entering lift by wrong door	Suspended
Conductor	Ringing bell with signal at danger	Suspended
Conductor	Ringing starting bell before closing gates	Suspended
Signalman	For making wrong signal movement	Cautioned

In addition to the list of staff misdemeanours in each circular, there was also a list of promotions. One such was the promotion of Conductor S.W. Lemm to Signalman.

*Stan Lemm was a Society member at least into the late 1970s and maybe for even longer. Your Editor also had the pleasure of working with him when covering the (Running) Station Master at Neasden, in that he was one of the shift Station Masters at Elephant & Castle in c.1972.*

24. **Train Repairs** – Commencing on Monday 12th instant, the train repair men on day shift at terminal stations will be withdrawn, and in future, should any defects to car doors, gates &c., be reported to Station Masters, they must telephone to

Golder's Green<sup>3</sup> Car Sheds, and a repair man will be sent to meet the trains either at Golder's Green or Camden Town stations, etc.

#### **No.22 – 23 August 1907**

9. **Spare Hose Pipes and Jumpers** – Motormen are reminded that spare hose pipes and 4 and 10 core jumpers are kept at each signal cabin, and should a hose pipe or jumper become defective it is not necessary to run a train to the depot, but during the slack service the train can be brought into one platform at a terminal station and the hose pipe or jumper replaced. Notice should be sent ahead as soon as possible so that the Traffic Officials may make arrangements and be prepared to use one platform only.
13. **Air Gates on Lifts** – The special attention of Station Masters and Lift Operators is drawn to section 3 of the Rule Book. Care must be taken that the air gates are in good working order before any lift is put into service. The lift must not on any account be put into service if it will start away with the pneumatic gate on the car open.
17. **Men Late and Absent** – Station Masters must always advise the Inspector on duty, by telephone, of the late or non-arrival of any member of their staff. The weekly late and absent record being sent to Mr. Trigg as usual every Monday morning.

#### **STAFF IRREGULARITIES**

<b>Grade</b>	<b>Detail</b>	<b>Action</b>
Conductor	Being untidy in appearance in uniform	Suspended
Gateman	Incivility to passengers	Discharged
Fitter	Careless working	Discharged
Liftman	For putting ticket nippers in ticket bag	Reprimanded
Porter	For fighting in booking hall	Discharged

28. **Headway Clocks** – Headway clocks will be working commencing Monday next, 26 August, on the northbound roads Camden Town, and also on the southbound road Mornington Crescent, and motormen will be required to make every use of these in maintaining a regular interval service.

#### **No.23 – 18 September 1907**

15. **Warning to Lift Fitters and Electricians** – Lift Fitters and Electricians must remove the handles of the lift circuit breakers, and keep them in their possession during the time they have any part of the electrical or mechanical gear disconnected. This will prevent the current being switched on, and avoid mistakes.

Electricians must always remove the circuit breaker handles before commencing work on any part of the electrical circuits.

Electric shocks may be avoided if the handles of the circuit breakers are kept in the pocket or tool bag while repairs or adjustments are being carried out.

16. **Lifts at Low Level Stations** – The Lift Staff are warned that additional precaution is necessary when working on the top of lifts at low level stations, such as Waterloo, Trafalgar Square, Regent's Park, Charing Cross, Oxford Street and Euston Interchange, and men carrying out any work on any car which

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<sup>3</sup> That is how Golders Green was spelt in 1907!

necessitates the moving of the lift in close proximity to the overhead girders must obey the following instructions:

- See that the Operator has pulled his car emergency switch before walking across the car. Take up your position clear of the overhead gear before giving the “Right Away”, no matter in which direction the car is to travel.
- See that the Operator repeats your instructions before moving the car.
- Do not move about or change your position on the car top while the lift is in motion.
- Instruct the Operator to open the emergency switch each time the car is brought to rest.
- See that the overhead lights are switched on before you step onto the car roof.
- Report the Operator if he starts the car in the wrong direction after confirming your order. It will make him more careful next time.
- Run the lift for-a trip before going on top and see that the car cuts off properly by the limit switches.

17. **Work on Lifts** – When it is necessary for work to be done in any lift shaft or on any car, overhead sheaves, shafts, gates or girders, even should this work be of an inspection nature only, a lift certificate must first be taken out and given to the official in charge of the station. Lift Fitters and Machinery Attendants are warned that should the red discs be attached to any car when they arrive at a station, they are forbidden to commence work on that lift until they have seen the official in charge of the station and satisfied themselves that the lift has not been handed over to another workman.

When two or more gangs of men are working on the same lift or in the same shaft, no movement of any lift may be made without the permission of the person in charge of each gang, who is responsible for the safety of the men working under him.

One lift only may be moved at any one time when men are working in the lift pits and then only after all persons have been warned to stand clear by the person in charge.

*It looks as though there had been problems with lift procedures! – Ed.*

### **STAFF IRREGULARITIES**

<b>Grade</b>	<b>Detail</b>	<b>Action</b>
Conductor	For allowing Gateman to sit inside car and having no control over his Gatemen.	Reduced to Relief Conductor
Signal Lamp Trimmer	For sleeping on duty	Discharged
Liftman	For improperly entering lift pit	Suspended
Motorman	Damaging trolley leads in shed	Suspended
Liftman	Making illegal use of collected tickets	Discharged
Porter	Taking money from passengers using lavatory and keeping same	Discharged
Car Cleaner	Wasting time on duty	Suspended
Liftman	Purloining excess fares collected	Discharged

**No.24 – 27 September 1907**

5. **Gas Rings in Booking Offices** – The Gas Rings in the Booking Offices are a concession to Booking Clerks and they must not be used for any other purpose than for boiling kettles of water. No food of any description is allowed to be cooked on the Gas Rings. Any contravention of this order may lead to the dismissal of the Booking Clerk or Clerks concerned and the Gas Ring may be taken away and the supply cut off. Station Masters must give special attention to the use of Gas Rings or Stoves at their stations.
13. **Water Under Station Platforms** – Station Masters must give special attention to see that not only are the water taps on the platforms kept in proper condition, but that the porters and others when drawing water from them, do not spill water on the platforms or leave the taps dripping.  
In some cases of late much of the water found under the platforms has undoubtedly got there by negligent use of the water taps.
14. **Employees conversing with Lift Operators** – Employees are forbidden to speak to Lift Operators whilst the lifts are in motion, except in emergency.

#### **No.26 – 25 October 1907**

4. **Snipping Tickets** – Liftmen must be careful to snip all tickets at the side and not at the end, as this obliterates the date.
19. **Incorrect Plunging at Mornington Crescent** – Drivers are reminded of the importance of plunging correctly at Mornington Crescent and Leicester Square. Cases of wrong plunging will be dealt with in future. To more clearly distinguish between the poles, the lower or Hampstead pole has been made of square section.

#### **No.27 – 8 November 1907**

4. **Letters and Parcels on Trains** – Conductors must take special care to place all letters within the boxes provided on the station platforms and on no account must they be left on the top or upon the station platforms. If by any chance the packer to be delivered is too large to be put in the box it must be delivered into the hands of one of the station official.
6. **Training of Traffic Staff in Motormen's duties** – Conductors, Gatemen, or any members of the Traffic Staff wishing to receive instruction in the driving of trains must give their names to their Chief Inspector who will arrange to instruct classes of a few men at a time, but no time allowance can be made for attending the classes. Proficiency in train driving will be taken into consideration when vacancies for promotion occur.
8. **Employees riding in Trains** – In future all employees (except Motormen, Conductors and Gatemen on duty) must ride inside the cars in the same way as ordinary passengers, provided that no inconvenience is caused thereby. They must not occupy seats to the exclusion of the public.  
This instruction does not refer to Traffic Inspectors, Foremen Platelayers, Signal Repairmen, and others, who in the execution of their duty, require to make observation from the Motorman's cab or gangways.
24. **Announcement at Euston Station** – In future the announcement made at Euston station by Conductors and Gatemen must be as follows: "Euston, change for City & South London Tube and London and North Western Railway". The City and South London Tube must in all cases be mentioned first.

25. **Cleaning Subways at Euston Station** – The interchange subways and spiral staircase between the London & North Western, City & South London, and Charing Cross, Euston & Hampstead Railways will in future be cleaned by the City & South London and Charing Cross, Euston & Hampstead Porters every alternate month ..... The Booking Hall and Upper Station premises will be cleaned by the London & North Western men.

**No.28 – 22 November 1907**

15. **Special Instructions for the Operation and Maintenance of Hydraulic Lifts at Finsbury Park Station.**

Occupying almost two pages, this details the procedures for dealing with failures, putting lifts into service and shutting them down at night. The instructions cover Station Masters, Lift Operators, Pump House Attendants and Hydraulic Lift Fitters.

16. **Opening of Strand Extension** – The Strand extension will open to the public on the 30th of this month and the special emergency train which now stands in the northbound platform of the Strand extension will continue to stand there to be run out as required.

On the southbound road of the Strand extension, a 2-car train will run backwards and forwards all day, giving a 3-minute service from each end. The times of the first and last trains will be as follows:

<b>Northbound Road</b>				<b>Southbound Road</b>			
Weekdays		Sundays		Weekdays		Sundays	
First	Last	First	Last	First	Last	First	Last
05.41	00.44½	07.30½	23.56	05.39½	00.43	07.29	23.54½

**STAFF IRREGULARITIES**

<b>Grade</b>	<b>Detail</b>	<b>Action</b>
Liftman	Altercation with passenger	Suspended
Liftman	Irregular working of lift from control board	Discharged
Booking Clerk	Larking with Bookstall Clerk	Discharged
Labourer	Wasting time when on Company's business	Discharged

**No.29 – 13 December 1907**

4. **Motor Car and Trailer Car Door Keys** – Inspectors, Station Masters, Ticket Examiners, Reliefmen, Policemen and Conductors must in future carry with them a key of the train car doors. This Key will be supplied to anyone who is not already in possession of one on application to Chief Inspector Trigg. It will in future be considered as part of their equipment and if lost they will be required to pay one shilling for a new one.