



Risborough and District
Model Railway Club

July-Sept 2020 Summer

FOOTPLATE



Who's who!

President	Tim Peacock
Chairman & Footplate Editor	Paul Wright 01844 275748 and 07484 718477 rdmrc@btinternet.com
Secretary	Roy Norton royrdmrc@gmail.com
Treasurer	James Aitken jag_aitken@hotmail.co.uk
Members Reps.	David Lane Mick Moignard Richard Neil
Publicity and Social Manager	Vacant
Railex Manager	David Lane bigcheeseplant@googlemail.com
Risex Manager	Mark Bacon mark.bacon63@yahoo.co.uk
Webmasters	James Aitken / Mick Moignard jag_aitken@hotmail.co.uk mick@mickmoignard.com

WELCOME

We have now had several months without any club meetings due to the coronavirus. However you have still been modelling and many photos have been posted to our Facebook group which now has 36 members, about half the club. Many members are posting to Facebook and I have been able to create a Footplate special each month to keep everyone else involved. We are waiting for the Government to provide advice to the Town Council. They in turn will decide when the Community Centre can open. I am still hopeful it will be some time in July.

Building work has been continuing on the Community Centre but I don't know if it will open on schedule yet. There was a delay due to the archaeological inspection. The foundations are done and blockwork is going up and the floors and pipes are being laid. The first parts of the steelwork are now on site. If it does get finished in time for Risex, we have more space for exhibits and can have a larger catering area in the new hall using the new bar area for serving. The Trustees will keep monitoring this and we will have to be flexible in our Risex planning.

The Beaconsfield show in July has been cancelled like many others but the Tring show is still shown as going ahead on their website. The rescheduled Alexandra Palace show is still scheduled to go head on August 22-23rd at present. A full list of shows (at least almost all shows) can be found on the CMRA website at:

<https://www.cmra.org.uk/diary.html>

Paul

From the Internet

"This film shows the operating procedures necessary for protection on a double track in the event of a mishap affecting the opposite line. We see the safety measures to be taken by station staff in such an emergency, and then how normal working is resumed."

<https://www.youtube.com/watch?v=5KM6fUVjexQ>

Spick and Span (1962): "Two and a half million passengers every day all over the country; thousands of trains, each to be cleaned at the end of its journey. This film shows in detail the various types of cleaning undertaken at stations, between journeys and at the cleaning depots."

<https://www.youtube.com/watch?v=IOIHjJXa-zc>

Repton No. 926 on test run at the North Yorkshire Moors Railway (NYMR) on 10th June 2020

<https://www.youtube.com/watch?v=Ce5QU0i9RRw>

Front cover: 70038 9/5/64 on 1X40 Wembley Hill to Widnes after the Rugby League final against Hull. "Our" bridge behind with two train spotters heads looking over.

Ray

Creating Prince's Cross (Part 3)

by Tony Elliman

There is still a lot of work to do on the design of buildings, scenery and the "under board" electrics but this is essentially a practical project so this part turns to some initial building work. I began with the main board carrying the station throat from gasworks tunnels to the platform ends. If this doesn't work as designed then there is no point in fitting the scenic stuff round it.

Board and Base Level Construction

The two 2'6" by 4' base boards were supplied in kit form by Model Railway Solutions along with sets of legs and boards for the back scenes. This all went together as expected to produce the main scenic area as shown in Figure 1. I also produced two end plates so the scenic boards could be stored or moved face to face. I don't envisage moving the layout often but having, with my son in the 80/90s, built layouts on fixed bases and then needed to move I am not going to be caught out again.



Figure 1. Initial Scenic Base Board Assembly

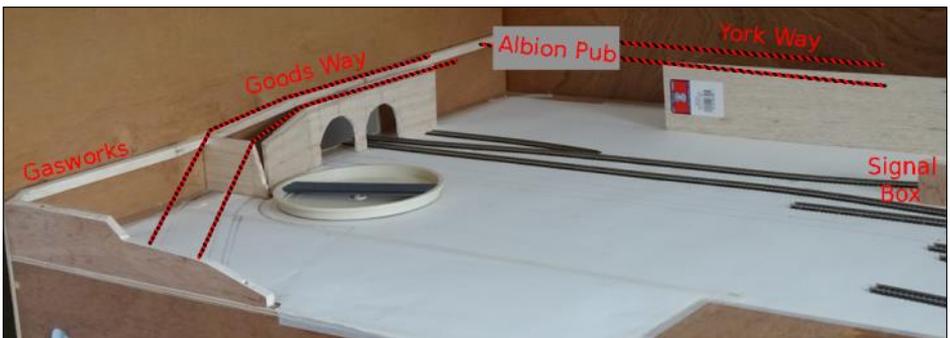


Figure 2. Locating Key Bits of the Scene

The first step was to check the location of key parts to the design - the tunnels, the turntable, Goods Way and York Way (see Fig. 2) before building up the relative scenic levels. Of course it's going to be a while before details like the Albion, the gasworks and the signal box appear.

The basic levels covered by the two road ways and the elevated structures were blocked in using balsa wood and basswood sheets courtesy of Hobby Craft to keep the overall board weight down. The bank down from the gasworks behind Goods way needed a bit of retaining brick wall along the pavement to get it looking right. The final profile was created by filling the voids in the balsa with Gorila Expanding foam filler and a finishing skin of plaster. The track work through the tunnels is lower than that in passenger loco by some 4 or 5 feet. To reproduce this I built up the track base with increasing layers of B&Q's thin polystyrene wood floor underlay. This is conveniently 2.2mm, about 1 scale foot thick. To achieve a uniform surface on the top layer the profile was built "up-side-down" as in Fig. 3.



Figure 3. "Up-side-down" Polystyrene Layering for the Track Gradients.

Building up the grade up from the tunnels (1 sheet) to the platform lines (4 sheets) and Passenger Loco (5 sheets) creates a reasonable looking profile for the track bed. It also requires the creation of a retaining wall to the east of the service area. This was created using a sheet of 1/32 basswood and brick paper inserted between the layers of polystyrene to reach the stage shown in Figure 4.



Figure 4. Track Levels and the Loco Retaining Wall.

Track Laying

Track laying began with the iconic scissor and slip pattern between the central up and down lines through the gasworks tunnels. This is shown in Figure 5. The polystyrene was painted grey before laying the track using PVA. For this section I tried adding Woodland Scenics fine grey ballast while the PVA was still wet (as the club has on the Aylesbury Town layout).

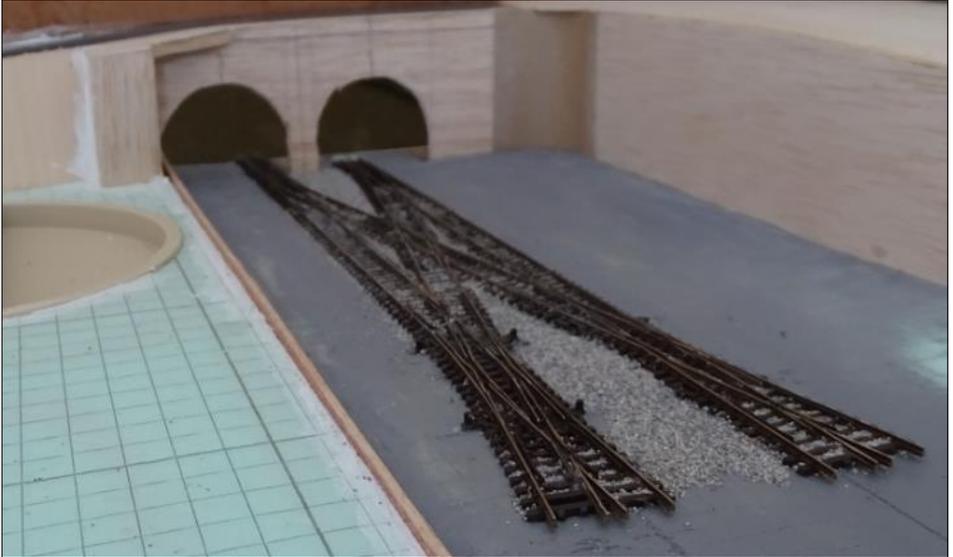


Figure 5. Starting to Lay Track.

I found this “Aylesbury” method doesn’t work so well with the thick plastic base on PECO code 55 track. The layer of ballast achieved is too thin and there are significant problems with sticky ballast getting into moving parts! For subsequent track laying I have not added ballast at the same time.

This board has 4 double slips, 4 single slips, 2 diamond crossings and 11 points! Getting them all to line up with only short bits of track, if any, between them was going to be a challenge!

There is a long run of point work starting at the up relief and running south west across all the down lines to the outside platforms 8 and 9. This going to determine where the other lines run and set the angles for access to the milk yards and passenger loco. The priority was to get this line right and then position the other track work from it.

Figure 6 shows this line from Up Relief right through to the platform 8/9 entry slip. There is a choice here between route C that crosses both down lines or route B that goes about 33 yards on the Down Main before crossing to the Down Slow into the suburban platforms.

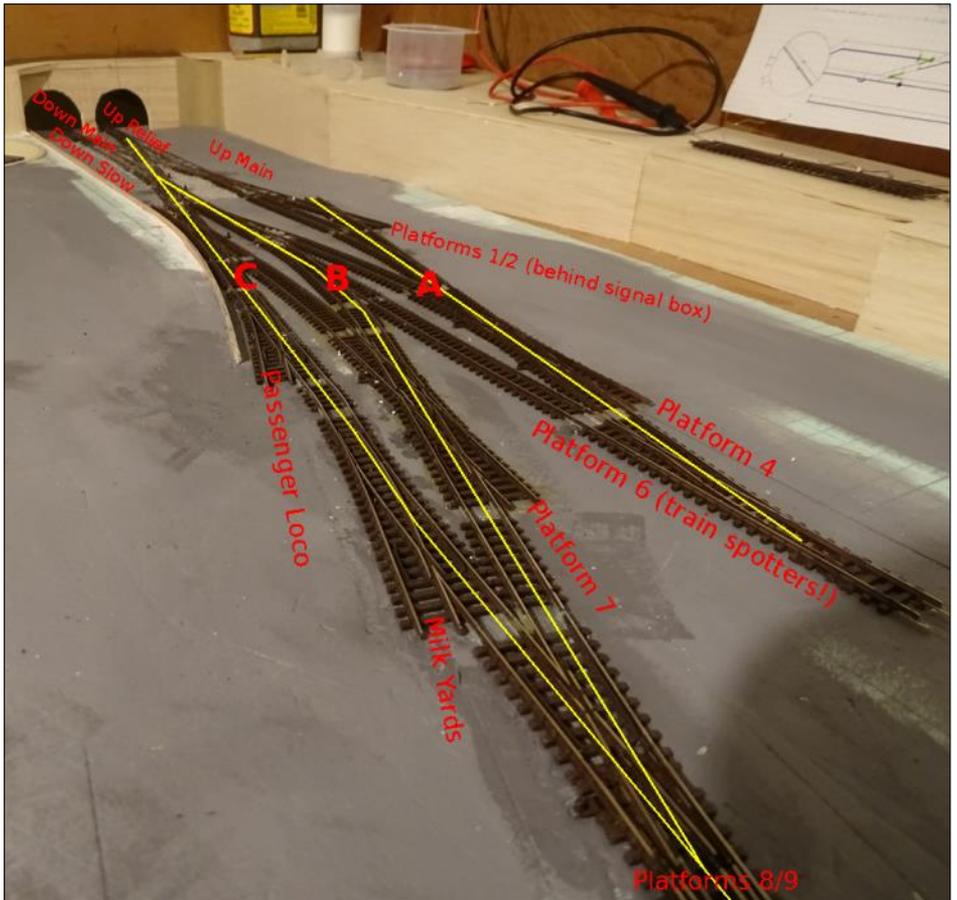


Figure 6. The Key Lines Through the Throat.

The other key line of point work is from the Up Main through route A into platform 6. With tracks diverging and then rejoining some of these lines were tricky to get right and I decided a couple of times to release the adhesive and relay a couple of sections before I was satisfied. Having got the “spine” right I could turn my attention to completing the track work on the north board as shown in Figures 7, 8 and 9.

Having come this far it is time to get under the board (see Fig. 10) and sort out all the point actuators (28) and drop wires (90 odd)! But that is another part of the story.



Figure 7. Station Throat and Gasworks Tunnels from North End of Train Shed.



Figure 8. The Trainspotters View from Platform 6 (Departures)

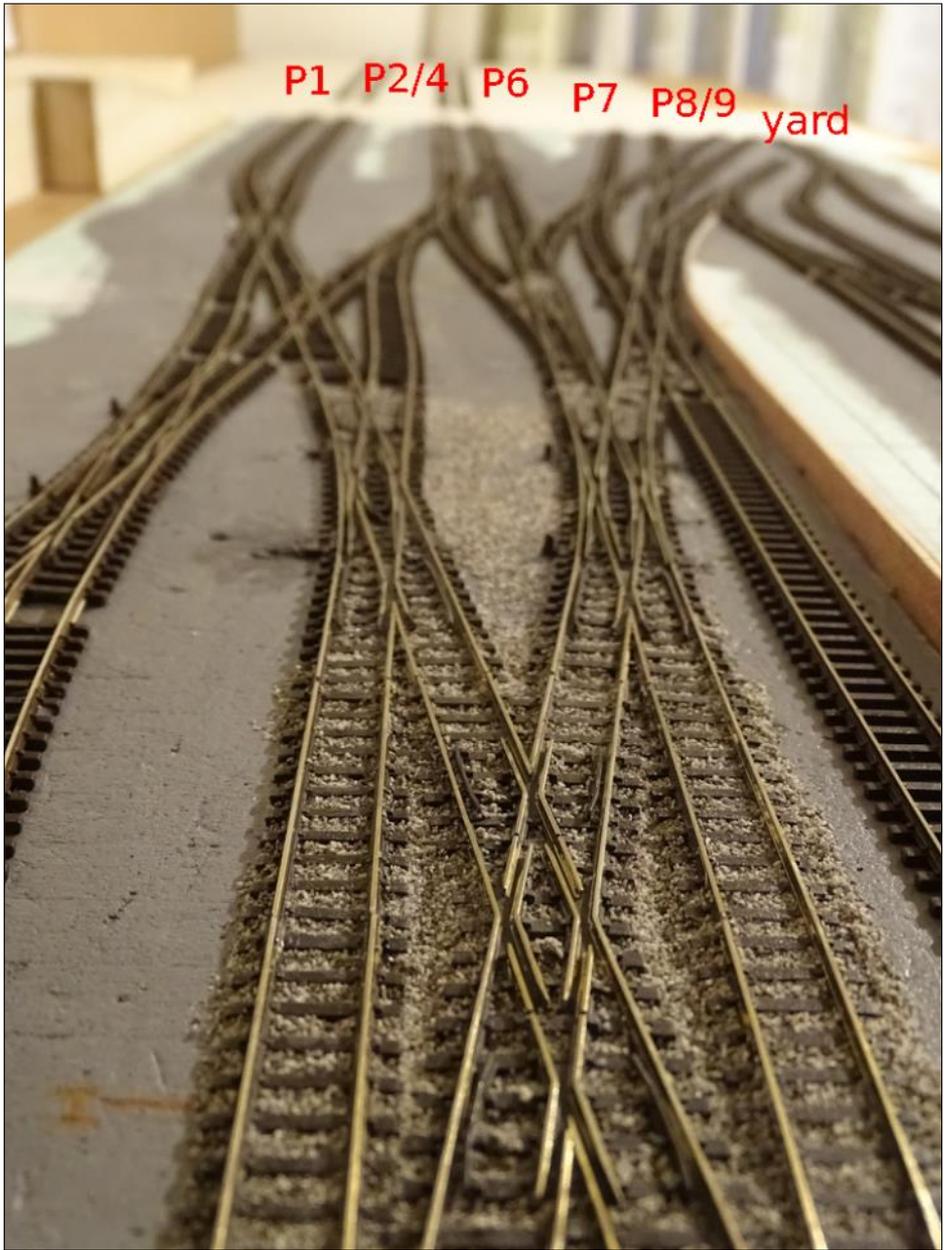


Figure 9. The View from Goods Way



Figure 10. Now for All Those Wires!

Wembley Sport Special Trains

When I was a lad (just a few short years ago!), I lived a couple of hundred yards from the railway line near West Wycombe Station, which closed on the 3rd November 1958. This was adjacent to the A40 where Grant & Stone currently have their wood yard. My earliest memories are of collecting day old chickens with my Gran from the station after being delivered by train from Bourne End.

Also, I remember twice going to the seaside by train from West Wycombe. The locos were a 61xx class tank and Hall class 7911. The latter was Oxford based so must have started from there via Thame. The former was from, I think, Aylesbury as this was the largest ex GWR loco allowed on the Princes Risborough branch and an unusual loco for a special train.



Above: D6817 27/4/63 on 1X52 Schoolboys international special returning to Sheffield area. West Wycombe Road (A40) on the right. Our football pitch off shot to the left.

But my overriding memories are of trainspotting from the bridge at the east end of the station boundary. This was a two minute very fast bike ride from where I lived. If I heard anything unusual coming from the High Wycombe direction, I could usually beat the train to the bridge. From my house I could hear a V2 or A3 start up from Wycombe Station and that was two miles away.

Unfortunately, all my train notebook recordings were destroyed by my Mum when I was more interested in girls. According to her, they were too dirty (which they were after shed visits) to have in the house, and so were my collection of cigarette packets from off the street!

I literally spent hours and nearly days on that bridge with a host of mates that had similar interests in trainspotting or football, for when there was a lull in the trains, we had football matches in a nice piece of flat field adjacent to the bridge and wire fencing. The game stopped when we had a "peg". The home and starter signals were either side of the bridge, so it gave us plenty of warning for an impending train. The anticipation of a rare "cop" was always on our mind, but it was usually the same old King, Castle or L1 on a local. We would stand on the fencing shouting, scrap it. This we didn't really mean as their end came all too soon.



Above: D5692 13/5/61 on 1A Rugby League final from Wembley Hill back to St. Helens or Wigan. A40 to the right, football pitch to the left where little girl is standing on the fence.

There was always something rare that went past but during the week, it was missed due to schooling getting in the way. However, the school cross country course ran parallel to the railway line for about a mile and the weekly run was in the afternoon just about when the Nottingham-Neasden empty newspaper vans went past. This train could quite often have an unusual loco on it, usually a large one, Royal Scot, Britannia, V2 etc as the return of the loco to Nottingham was via an overnight Marylebone to Manchester passenger train. Well although I was quite athletic and could easily be in the top three of a race, I had a fat mate who couldn't run. So, I preferred to walk it with him just in order to see the "vans" or anything else that might be about. Trains came first! Luckily, I have another mate who did keep all his train spotting records. He was bright and a grammar schoolboy who had the sense to re write his records from the dirty notebooks on to school textbooks, (good use of textbooks!). You can tell I went to a Secondary Modern School. These records have been transferred on to a spreadsheet and together with any other information gleaned from books, other people's sightings and photographs etc; I have amassed over 12k records of trains through West Wycombe up to the end of steam on "our" line in 1966 and it includes early diesels.



Above: 70000 2/5/64 on 1X19 Preston to Wembley Hill for FA Cup final against West Ham. Taken from the remains of the north end of West Wycombe Station down platform.

The highlights of the years that I can remember from 1956 to 1965 were the events held at Wembley Stadium. These brought many special trains through West Wycombe usually starting in March for the Women's Hockey International (Train loads of girls were a bonus for us), the amateur football cup in April, FA cup first week of May, Rugby League cup 2nd week of May and the school boys soccer matches at various times. There were also other events like Billy Graham (American Preacher) gatherings that could be relied on for a special or two.

I would watch the results of the matches hoping that it wasn't a London team (although I am a Chelsea fan) that made it to the finals. The ideal situation was either a Midlands based team or one from around the Yorkshire area. Any others tended to go to Wembley Central (ex-Manchester etc) or Wembley Stadium/Hill via Acton (from the South or West) or to the London terminals. Marylebone ran shuttle trains to the Wembley loop for fans on trains not going direct to the stadium.

These special trains could run overnight, so on the match day I would be up at 3am with my mates and go down to "our" bridge. If it was raining it didn't matter. We would hide either under the bridge (illegal) or under the I section of

the bridge structure. Like most things in life I don't remember much of the bad stuff (weather). In those days the A40 was quiet, even before the M40 was built. It was the trunk route to Oxford but at 3am only a few lorries passed. We even played football in the road using the roadside lights until told by a resident in a house nearby to 'B' off and stop the noise. The road now, even though the M40 is open, is nose to tail and busy all night long. My grammar school mate was too sensible and didn't get up early, so records of night trains don't exist apart from in my memory.

I have a British Railways special notice for 4th May 1957 when Aston Villa played Manchester United in the FA cup. Nine specials ran from the Birmingham area to either Paddington or Wembley Hill with one more to Euston. There was also a relief to a timetabled train. Apart from four, the rest returned very late in the evening or early the next morning. Aston Villa were happy bunnies as they beat United.

On this occasion, at least five specials also ran from Manchester to Wembley Hill via the Great Central. The Western region provided Kings to Paddington only as they were barred to Wembley Hill and Castles and Halls to Wembley Hill. The known Manchester trains had two A3's and three B1's. So, there were at least fifteen extra trains that day, all running past "our bridge" from around 8am to 1pm, plus eleven timetabled passenger and local London direction trains. Twenty-six trains in five hours to London. That's one every eleven and a half minutes. The reverse happened after the match but a bit more spread out.

The signalling block sections ran from Saunderton to West Wycombe then to High Wycombe West. The distance was about seven minutes between each block all with mechanical signalling. So, it was being run very near to capacity. Late running would have caused a major issue.

The notice also quotes some of the partys reserving a carriage like Witton and District Allotments Society, Bird End Bowling Club, Swanbank Tavern and no doubt there was a Villa wives knitting circle! For those interested, the following years/events provided the locos shown below on specials:

2/5/64 Preston v West Ham
 4 Black 5's
 3 Britannia's
 4 Class 47's
 1 Midland Pullman

9/5/64 Widnes v Hull
 1 Jubilee
 1 Britannia
 1 Britannia + Jubilee

1 Class 40
5 Class 37's
4 Class 37's via Aylesbury

6/5/61 Tottenham v Leicester
1 V2 + Black 5
1 Patriot
3 Royal Scots
2 V2s
6 B1s} some possibly via Aylesbury
1 K3}

13/5/61 St Helens v Wigan
1 B1
4 class 31s

14/5/60 Wakefield v Hull
2 V2s
2 K3s
13 B1s

The demise of the former Great Central route in 1966 virtually eliminated the possibility of running special trains to Wembley. The carriage sidings at Neasden were removed, any spare coaching stock was scrapped due to BR economies and the car/coach took over. Although I did see an occasional special train parked up in a siding in Marylebone Station in the 1980s.

My train spotting interest finished in 1965 when I started work but did start again in the 1980s. My bridge is still there but the football pitch has been built on. I do go back occasionally and although the undergrowth has taken over some good photo spots are still available. Steam is still seen occasionally.

Ah memories!

P.S. If anyone can help to expand my records, I would be grateful to hear from them.

Ray

Research

One of the joys of our hobby is its multi-faceted nature. We can explore and enjoy the delights of all sorts of craft based activity from metalwork to woodwork; using plastics, paper and card; figuring out electronics and wiring; employing computers; painting and art and of course – historical research – the business of this article.

Now for those of you with layouts set in fictitious settings, there is still research to be done. You will want to replicate rolling stock and buildings of your chosen company and even if you are going completely whacky with say a Sci-Fi theme, some research will be necessary to produce a convincing whole.

However, this article covers the more in-depth research needed for modelling an actual location set at a specific period in time and, in particular, some of the resources which may be less familiar to you. I have found this a fascinating, highly enjoyable and very rewarding part of the hobby and there is a most exhilarating feeling when a bit of research turns up a photo, plan or reference that lets another piece of the jigsaw puzzle fall into place.

The following lists the broad categories of resource have I used to get my information.

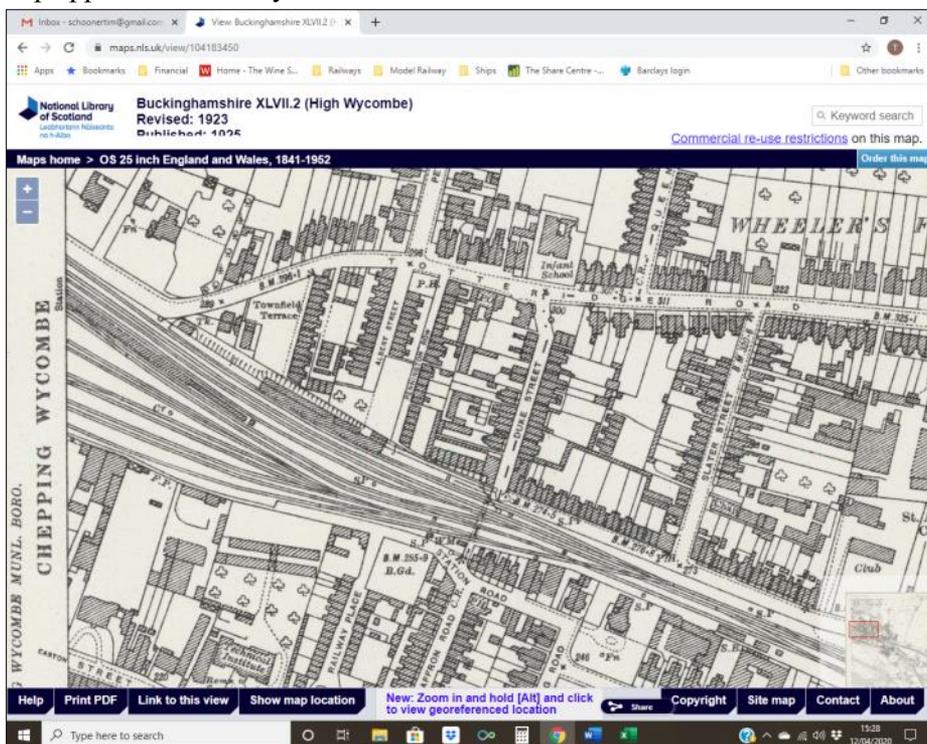
- Photos
- Articles
- Historical publications
- Books and Magazines
- Internet
- Maps
- Plans
- Word of Mouth

Photos and Maps are what I am concentrating on here. Let's start with maps. Have a look at

<https://maps.nls.uk/>

This link takes you to the National Library of Scotland that holds a vast repository of maps of the whole of the UK. It is slightly clunky until you get the hang of it. Click on find by place and a 'Help' dialogue comes up. Close that after you have read it and enter the town you are interested in – High Wycombe Station for me. The map then zooms into a modern version of that area but then go Map Series, select a map and pick OS 25" 1850s – 1960s.

Then click in the grid in which you are interested. The map will zoom in and on the right several year options appear. I selected the 1925 version and the map appears and is fully zoomable.



Now let's look at another archive that can be married to the above – namely aerial photos. Go to

<https://britainfromabove.org.uk/en>

There are hours of endless fun to be had here but remain disciplined and you can search by town. Be aware the archive is enormous and only a small proportion has been digitised. Searching on High Wycombe gives some fascinating views of the town around the late 40s which fits my period of 1950-1957 perfectly. Little would have changed in that interval. It wasn't really until the early 60s that wholesale change began to affect our towns. The images below are one of several obliques at the east end of the station. However, there was nothing further west of the station itself. I figured there must be other shots and dropped the organisation an email to enquire. The response was swift, I could pay £66 for a search done in a matter of days, or if I were prepared to wait 4-5 weeks, the search would be free. 3 weeks later an email appeared listing about 25 other images, some oblique and some vertical.

The options are to visit and see the images (recommended) or they can do simple photocopies at £1.98 a go. I opted to visit (it's in Swindon adjacent to Steam Museum in the old GWR works). It made a great day out and an excuse for a pub lunch and Gill availed herself of the shopping opportunity whilst I was in the archive. The historic buildings are great to walk around as well.



You must book an appointment and on arrival, the images are ready for you. For a tenner, you can buy a day photo licence and self-service photocopies are 20p a shot. I took photos and some photocopies for safety. Not all the images are high quality. Some are very distant and some partially obscured by cloud, so seeing them in the flesh was well worth the outing. Once home and having studied them in more detail, I went on to order some scans of three of the images I really thought were worth having. I opted for low res, but in fact these were not good enough so regrettably some money wasted there. Once we are out of quarantine, I will order some high res versions. Copyright prohibits publishing the shots here but I am happy to bring them to the club for a viewing



– in due course.

Finally, one more local resource which I think you should be aware of.

<https://swop.org.uk/swop/swop.htm>

This has the Buckinghamshire County photo archive in it. Again, it is searchable. Try searching by street, or the station or for aerial photos. Some fascinating stuff here and it has given me a real grasp of the background to the station, coupled with the maps and the aerial surveys. Other nearby towns like Princes Risborough are covered as well. The final thing to say is that patience is required. Don't expect all the information to come at once. I've been going with this for some 20 years and fresh stuff is still being found – all adding to the overall picture. Also, don't delay starting the model until you have 'all the information' – you will never start!!

Tim

Anyscale Models

I came across the Anyscale Models range of cast resin detailing pieces late last year. They started as a wargames scenic accessories company but have broadened the range with 4mm products for the railway modeller. This includes buildings, boats, canalside details and crates/boxes etc. I have recently had the time to open the packets and get to work.



The castings are generally very crisp with little flash to clean up and no air holes to fix. I have used a white plastic primer and then a range of acrylic paints and weathering washes & powders. Individual items are then detailed with ropes, transfers etc

These are very good value for money and useful, the lineside huts in 4mm are a mere £1.50 each.

<https://anyscalemodels.com/shop/railways.html>



DCC Concepts Alpha Meter

I had been thinking of adding an amp meter to the layout for some time so I could check the power being used. Until recently there was only the RRampmeter which can be hard to track down and was a bit expensive, (£86 from Digitrains when in stock). You now have an alternative, the Alpha Meter from DCC Concepts which I bought from Hattons for £51 and it is widely available.

This will measure voltage and current for DCC, DC & AC. There is an indicator in the o of Concepts above the main display, the colour indicates the type of voltage being measured, blue for DCC, green for DC and red for AC. The matt aluminium facia measures 128mm wide and 55mm high so is easy to fit into a control panel. I fitted mine into a black plastic box I purchased from Amazon so it could sit on the shelf next to the DCS100 as the board facia was not quite deep enough. It will measure the total current draw of the layout.



Above: The Alpha Meter in it's box installed on my layout.

Specs: DCC & DC power: 5~29volts. 10A maximum
 AC power: 5~20.5volts. 7A max



Left:
 2 Alpha
 Meters
 installed
 into the
 fascia of
 Mick's
 layout.

Paul

3D printer Review

I purchased a Photon Anycubic 3D resin printer last year as I had read good reviews on RM Web. To me this was new technology and so I was buying something I really had no experience with although I have been using Fusion 360 to design stuff and getting bits printed elsewhere through Shapeways. I had previously been put off by cheaper filament 3D printers as you can see the layers from the 3D printing. In the results I had seen from resin printers this layering was vastly reduced or had disappeared completely.



Anycubic at the time were selling the Photon and Photon S, the latter being around £100 more so I opted for the normal Photon at around £240 although currently the price has dropped to under the £200 mark. Basically resin 3D printers work by having a tank with UV sensitive resin in while a UV light projects through the bottom of a transparent film (FEP) on the bottom of the tank to solidify the resin on to a build plate that moves up in tiny steps and pulls the 3D object you want to print out of the tank.

What do you get with the printer and what did I need to purchase extra?

Included: was the printer, a tool kit, spare FEP screen film, some gloves, a face mask, scraper, USB stick and a bottle of resin.

What I needed to get: more gloves, a better USB stick as the one supplied is not really up to the job, IPA (isopropylalcohol, for cleaning) a number of plastic pint glasses for cleaning, paper towels, a UV lamp for curing, (see below, this is a Rio Professional UV & GEL Nail Polish Salon Lamp 36 Watt, available on eBay for £30).



There is a test cube that can be built, although I have a number of items that I was keen to try out so jumped in at the deep end. Any 3D design that needs to be printed needs to be exported to an STL file and this is found on all 3D design software as far as I am aware. The STL file is then imported into the printer's slicing software on a laptop or PC. It can be rotated and build supports added which is automatic and very easy although there is a manual option if you want to be more precise on the support positions. You can also



duplicate items with the build and slicing software. The programme then will virtually slice the designs for the printer and give an approximate printing time, this is then saved on the USB stick, which is then transferred to the side of the printer.

Before the first print the build-plate needs to be levelled and instructions in the manual and YouTube tutorials make this very easy. The tank is then filled with resin to a mark inside the tank. Then you press print and the printer does its work. The first time this is quite exciting but this soon wears off within a minute or two and once you know it has started its stuff it is best to go away and do something else and come back when it has finished, depending on the height of the print it can be anything from 15 minutes to quite a few hours, (the Proton S is slightly quicker if you want to pay the extra pennies).

Once the print is complete the build plate rises and can be removed easily from the printer, the prints are then removed from the build plate using a scraper and popped into a container of IPA to clean them, the items have their build supports removed (normally these just snap off) and the item or items put under a UV lamp to harden the parts, (I use a UV lamp designed for ladies' acrylic nails).

Clean up involves pouring the unused resin back into the bottle and cleaning the build plate and tank again with IPA.

I am very pleased with the printer and results I have managed to get; I have had a few print failures but in general it does what I want it to do. I have not yet looked into scanning objects or people like Modelu do, but this would open up many more opportunities.

There are many other resin 3D printers on the market, and I know Russell has gone with an Elegoo Mars printer which has a very slightly bigger build area.

David Lane

Articles for Publication in Footplate

Articles can be on any subject including, model reviews or construction, places you have visited, your own layout etc. and should be sent at least 1 month before publication dates, i.e. beginning of March, June, September and December for publication in April, July, October and January. Plain text, no formatting, photos as high a resolution as possible.

Modelling Saturdays

No dates will be booked until the club restarts.

I try to arrange modelling Saturdays not to clash with other events but this is not always possible. If you are involved in or know of events that are likely to be of interest to our members then let me know so I can put them in the diary.

Paul

Test Track Nights

Here is the list of proposed test track nights subject to the club reopening. If you want to make use of the test track then you need to get it out and set it up in the Cherry Baker room. Don't wait for someone else to do it.

July 17, August 21, September 18, October 23, November 20,
December 18

Laser Cutting Materials

In stock we have:

0.5, 0.75, 1, 1.5 & 3.2mm white plastic (Rowmark) with some 1.5 & 3.2mm in black. Sheets are 1220 by 610mm.

Clear acrylic in 0.5 & 1mm. Sheet sizes vary but some are 1000 by 1000mm.

MDF in: 1.5, 2, 3.2, 4 & 6mm, sheet sizes are 1220 by 600mm

The max. size the cutter takes is about 350 by 450mm. The larger sheets will be cut down to approx. A3 or A4 and we will calculate the prices.

Club Diary

2020

Events subject to the club being allowed to reopen.

July	3	Trustees Meeting
	4	Beaconsfield Exhibition, Cancelled
	12	CMRA Interactive Modellers Workshop, Cancelled
	17	Test Track
August	21	Test Track
	22-23	The London Festival of Railway Modelling, Alexandra Palace, Alexandra Palace Way, London N22 7AY
September	4	Trustees Meeting
	18	Test Track
	19	European Railways Association Exhibition, Cancelled
	26	Tring & District MRC, The Cottesloe School, Church Street, Wing, Leighton Buzzard LU7 0NY
October	16	Talk by Geoff Plumb
	23	Test Track
November	6	Trustees Meeting
	7	High Wycombe & District MRS Exhibition, Cancelled
	20	Test Track
	28-29	Warley National Model Railway Exhibition, Cancelled
December	5-6	The National Festival of Railway Modelling, East of England Showground, Peterborough, PE2 6XE
	11	Club Christmas Dinner at The Peacock in Henton

Rubbish and Recycling

Recycling will be collected each club night, this includes card, plastic bottles and cans. Please leave it in the kitchen or the box/bag provided.

Please remember to put a black plastic bag in the dustbin before use and empty it when full. There is a wheeled metal bin at the end of the community centre; please put our bags in there when they are full. There is a key in the kitchen. Spare bin bags are under our fridge.