



**2<sup>nd</sup> – 3<sup>rd</sup> August 2025**  
**Croft Circuit (2.1 miles)**  
**Final Instructions: Event HQ56 – V1**



**ISSUED BY: BARC Office**

VERSION	AMENDMENTS
Version 1	First Issue

This Event is organised by the BARC, governed by the National Competition Rules of Motorsport UK incorporating the provisions of the FIA International Sporting Code, additional Supplementary regulations and any written instructions that the Organisers issue for the Event.

This Event will be held under the following Motorsport UK permit numbers:

National (Open):	<b>201147</b>
National:	<b>201145</b>
Interclub:	<b>201148</b>

These Final Instructions must be read in conjunction with the current BARC Standing Regulations and BARC H&S Guidance which are available on the BARC website in the "[Documents](#)" section, along with the 2025 BTCC Safety Bulletin included on page six of these instructions.

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All competitors are required to uphold the standards of the Motorsport UK Race with Respect code – please see the full code of conduct via this link [Race with Respect - Motorsport UK](#)

### **1.1 CHAMPIONSHIPS RACING:**

Kwik Fit British Touring Car Championship  
Porsche Carrera Cup Great Britain  
The Vertu MINI Challenge  
Legends Cars Elite Cup

### **1.2 OFFICIALS:**

BTCC Permanent Stewards:	Adrienne Watson (Motorsport UK), Nicky Moffitt, Mike Sturney,
Support Race Stewards:	Brian Hemmings (Motorsport UK), Andy Butler, Ray Sumner
Senior Clerk of the Course:	Ian Watson
Clerks of the Course:	Trevor Williams, Dave White, Colin Oakley, Ian Denyer, Stacy Lawday, Nigel Jones
Event Secretaries:	Anita Joy, Ellie Salmons (Dep)
BARC Safety Officers:	Trevor Williams
TOCA Series Director:	Alan Gow
TOCA Championship Coordinator:	Dan Mayo
TOCA Chief Scrutineer:	Sam Riches
Chief Scrutineer:	Ian Barber
Chief Marshal:	Bill Sudlow
Chief Observer:	Adrian Mudge
Race Radio:	Katie Hinchliffe, Julia Little
TOCA Medical Delegates:	Dr Paul Trafford, Dr Nick James
Chief Start Line Marshal:	Richard High
Chief Pits Marshal:	Jake Southcombe
Chief Assembly:	Jim Little
Chief Timekeepers:	Craig Smith, Tony Daff - TSL Timing Ltd
Commentators:	Alan Hyde
Mini Challenge Coordinator:	Rhea Beauchamp
Porsche Coordinators:	Ian Fletcher, James MacNaughton
Legends Coordinator:	Phil Cooper
Safety Car Driver:	Scott Stringfellow
Safety Car Observer:	Kieron Salmons
Event Officials:	Members of BARC and other Motorsport UK recognised clubs
Rescue Unit:	TOCA Safety Team, BARC North-West
Breakdown Vehicles:	Croft Circuit & Fred Henderson



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**1.3 PASSES:**

For those without permanent TOCA or Croft Circuit passes, two electronic tickets will be sent to you. For those with Croft Circuit passes, one electronic guest ticket will be emailed to you. Those aged 12 and under are admitted free of charge with children aged 13-15 requiring a 'teen ticket'. The electronic tickets will be scanned at the entrance and exchanged for wristbands.

Those requiring a camping pass must contact the Chief Marshal Bill Sudlow on [chiefmarshal@croftmarshals.co.uk](mailto:chiefmarshal@croftmarshals.co.uk) to request this. Camping passes will then be available for collection at the circuit.

Please note, there are no vehicle passes for marshals at this event. Under no circumstances will marshals cars be permitted in the paddock at any time.

**1.4 SIGNING-ON:**

- a) Officials will not sign-on at the meeting having previously completed signing on electronically using the [BARC Alpha Timing system](#)
- b) There will be race day programmes produced for the event however entry lists will also be available on the BARC website [TOCA Croft Circuit](#)
- c) All marshals must see the chief marshal between the times below to confirm their attendance. Check in will take place as in the Marshals Sign On Office in the Assembly Area at the times shown below;

Personnel	Saturday	Sunday
All officials	From 07:30	From 09:00
Post Chief Briefing	08:30	10:45
On Post	08:55	11:15
Clerks Inspection	09:10	11:30
First Activity	09:30	11:50

- d) The Post Chiefs Briefing will take place in the Assembly Area, at the times shown above.

**1.5 ENGINE/NOISE POLLUTION:**

Engines must not be run before 09:15 (Sat) or 11:40 (Sun) or after 18:30 on both days.

Noise checks will take place at the entrance to the assembly area for all support categories.

**1.6 CIRCUIT ACCESS/PRACTICE AND QUALIFYING PROCEDURE**

**BTCC** – Competitors are to follow the instructions within the Championship Regulations and Bulletins.

**Support Races** – For cars based in the main paddock area, please assemble in the designated Assembly Area. For practice, you will be signalled to go directly out onto the circuit. For race, you will be signalled to go out onto the circuit, behind an official vehicle, to complete one lap of the circuit prior to forming on the grid.

At the end of qualifying and races support competitors will take the chequered flag and complete a full “slowing down” lap, enter the pit lane and proceed directly to Parc Fermé without stopping, except for those required for ITV interviews.

**1.7 LIVE SNATCH:**

There is no “live snatch” at this event. However, the Clerk of the Course may use vehicles to move stranded race cars while the Safety Car is in operation.

**1.8 RED SIGNAL:**

Any category which generates a “red” may be placed toward the end of the schedule subject to time being available.

**1.9 JUDICIAL PROCEDURES:**

The judicial procedures for this meeting remain unaltered except that paperwork will be dealt with electronically. Any protest or appeal needs to be lodged with the Secretary of the Meeting or the Clerk of the Course using the email addresses provided in section 15 below. Once a decision has been made it will be announced verbally and passed by email to those concerned. The time limits for any protest or appeal remain unaltered.

**1.10 RESULTS & NOTICE BOARD:**

All time sheets, grids and results are deemed to be provisional until the conclusion of all judicial actions.



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Results will be available on the TSL website: [British Touring Car Championship](#)

Official notice board is online at: [TOCA Croft Circuit](#)

**1.11 CIRCUIT & MEETING NOTES:**

BARC will not be liable for any damage caused to vehicles being recovered from the track.

**1.12 SOCIAL MEDIA**

Both officials and competitors are reminded that they should not make comments upon social media sites which may in any way be deemed derogatory, defamatory, obscene, or libellous. You should remember that comments made are in a public arena and can be seen by more than your intended audience. Please read the [BARC Social Media Guidelines](#).

**1.13 SAFEGUARDING:**

A number of officials within the club are appointed as safeguarding officers and are available to deal with problems which may arise or are brought to their attention. Issues can be raised by contacting the senior clerk of the course at the event or contacting a safeguarding officer whose details can be found within the [BARC Safeguarding Guidelines](#).

**1.14 MARSHALS MATTERS:**

Please refer to section 1.3 above which provides admission details for this event.

Entry Thursday and Friday is through the main Security gate and Saturday and Sunday will be through Gate 3 for Marshals. Security will have a Gate List of Marshals attending the meeting. On arrival, please give your name and show either your permanent Croft Marshals pass or your MSUK Licence. All Marshals will receive one Guest ticket which will be emailed to you via Ticket Co.

Camping Thursday will be at Clervaux Lawns. All Marshals will need to depart from this area and move on to the Airstrip after 10:30 am Friday morning and use this camping area till Sunday afternoon. If you require to camp over Sunday evening you will need to move off the Airstrip back to Clairvaux Lawns as the Airstrip reverts back to being a Live Runway on Monday morning.

No private cars are allowed in the paddock under any circumstances. Any private cars found in these areas will be towed away. Please remember you should not use mobile phones or cameras while on duty unless it is necessary to send a report to Race Control.

If you are unable to attend, please contact the Competitions Department and return any passes to BARC (See below).

**1.15 BARC CONTACTS:**

<b>Competitions Dept:</b>		E: <a href="mailto:competitions@barc.net">competitions@barc.net</a>	T: 01264 882288
<b>Volunteer Coordinator:</b>	Kate Constance	E: <a href="mailto:kate.constance@barc.net">kate.constance@barc.net</a>	T: 01264 882210
<b>Chief Marshal:</b>	Bill Sudlow	E: <a href="mailto:chiefmarshal@croftmarshals.co.uk">chiefmarshal@croftmarshals.co.uk</a>	T: 07810698669
<b>BARC Safeguarding Officer:</b>	Ellie Salmons	E: <a href="mailto:esalmons.barc@gmail.com">esalmons.barc@gmail.com</a>	

While at the meeting, please use the following contact email addresses.

<b>Secretary of the Meeting:</b>	Anita Joy	E: <a href="mailto:ajoy.barc@gmail.com">ajoy.barc@gmail.com</a>
<b>Clerk of the Course:</b>	Trevor Williams	E: <a href="mailto:twilliams.barc@gmail.com">twilliams.barc@gmail.com</a>

**1.16 SPECIAL NOTES:**

- For 2025 Motorsport UK has introduced the National Competition Rules to replace the General Regulations.
- You are reminded that Light Signals are installed at Croft and they must be the priority signal used at all marshals' posts rather than flags. It is imperative that the circuit light panels are operated quickly to signal to competitors as this will also trigger the in-car display to each driver. There will be set of flags on each post and these can be used in the case of a system failure or to supplement the light signals or to display additional signals should the panel be displaying a higher-grade signal. Signals for the Safety Car and for Stopping a session will be initiated and controlled by Race Control.
- Scrutineering will be in accordance with Motorsport UK NCR 12.4.4 which means that a minimum of 25% of the competitors in each championship will be selected for full physical scrutineering and all competitors will also completing a self-declaration form.



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## TIMETABLE:

### CROFT

#### **2025 TOCA Timetable: Version 5 (12.03.25)**

#### **Saturday / Sunday August 2 – 3**

#### **Saturday, August 2**

Time	Activity	Championship	Laps
09.30 – 10.05	Free Practice	Kwik Fit British Touring Car Championship	
10.20 – 10.30	Free Practice	Legends Cars Elite Cup	
10.45 – 11.15	Qualifying	The Vertu MINI CHALLENGE	
11.30	Race	Legends Cars Elite Cup	6
12.00 – 12.35	Free Practice	Kwik Fit British Touring Car Championship	
12.35 – 13.35	<i>Lunch Break</i>		
13.35 – 14.05	Qualifying	Porsche Carrera Cup Great Britain	
14.20	Race	Legends Cars Elite Cup	6
14.50	Race	The Vertu MINI CHALLENGE	20 mins*
15.30 – 16.30	Qualifying	Kwik Fit British Touring Car Championship	
16.45	Race	Legends Cars Elite Cup	8

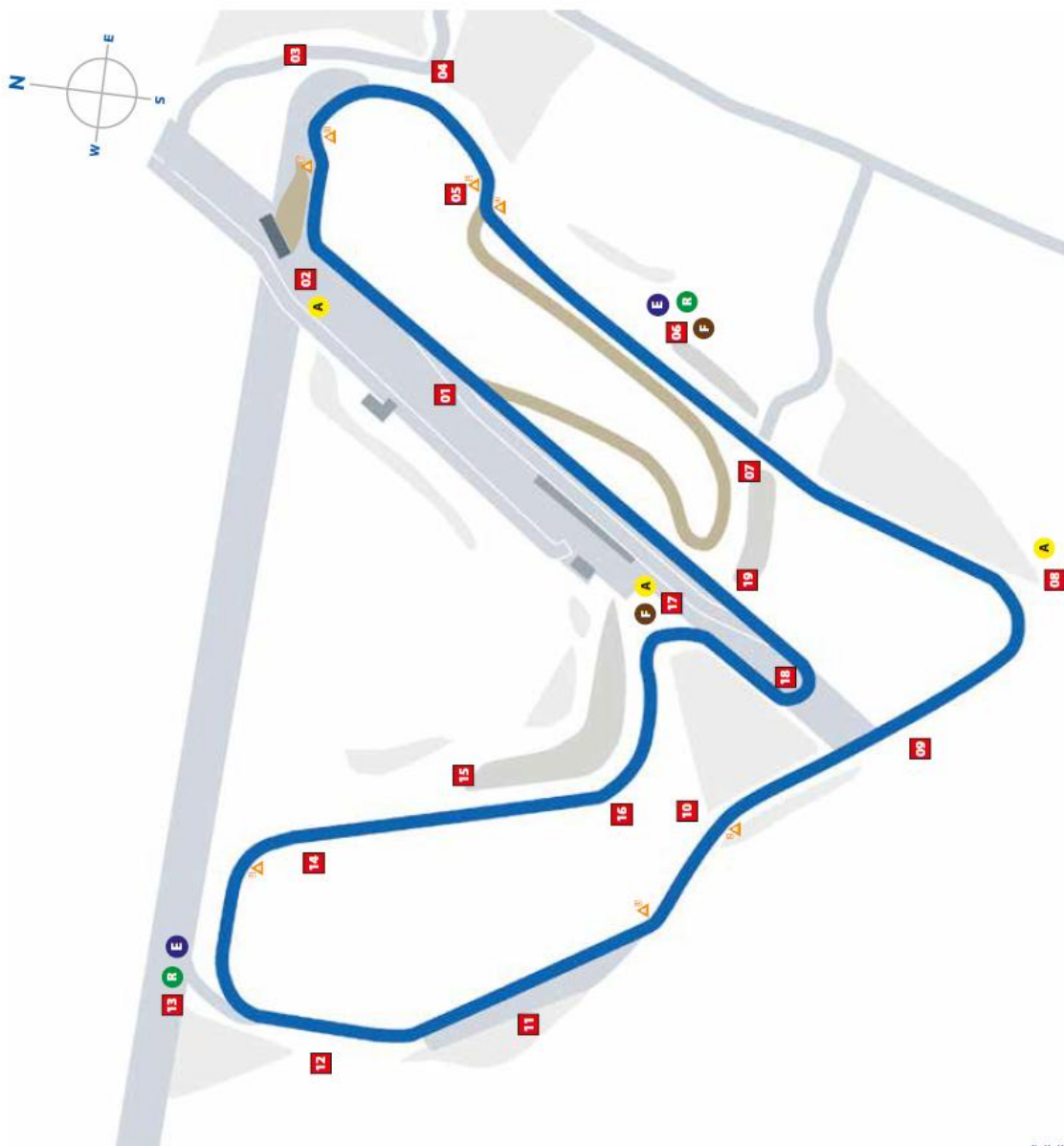
#### **Sunday, August 3**

Time	Activity	Laps
10.30 – 11.05	<i>Pit Lane Walkabout / Autograph Session</i>	
11.55	<i>BTCC Pit Lane Opens</i>	
12.10	Kwik Fit British Touring Car Championship	15
12.55	Legends Cars Elite Cup	6
13.25	<i>Porsche Carrera Cup to Grid</i>	
13.35	Porsche Carrera Cup Great Britain	17
14.15	<i>BTCC Pit Lane Opens</i>	
14.30	Kwik Fit British Touring Car Championship	15
15.10	Legends Cars Elite Cup	6
15.35	The Vertu MINI CHALLENGE	25 mins
16.15	Porsche Carrera Cup Great Britain	17
16.55	<i>BTCC Pit Lane Opens</i>	
17.10	Kwik Fit British Touring Car Championship	15
17.50	Legends Cars Elite Cup	8

The programme may be brought forward or the programme order may be amended and competitors should listen carefully to the instructions given to them by their Championship Co-ordinator and/or Paddock announcements. It may not be possible to accommodate competitors arriving after the Assembly Area has been cleared.



## 2 TRACK PLAN:



### Circuit Plan

Showing circuit layouts, facilities, services and marshal posts



#### Plan Key

	Race Circuit		Tyre Barriers
	Tarmac/Concrete/Roads		Armco Barrier
	Grass		Rectisol Barriers
	Trees/Forest		Fencing
	Grass Bank		Helipad
	Gravel/Sand Trap		Ambulance
	Buildings		Medical Car
	Grandstands		Safety Car
	Marshal Post		Extraction/Rescue Vehicle
	Incident Post		Recovery Unit
	Observer Post		Fire Vehicle

Tyre Bundle  
 Fire Extinguisher  
 Tyre Bundle  
 Foam Block

\*Please note. This map is not to scale.





### 3 SAFETY BULLETIN:





## 2025 SAFETY BULLETIN

This safety bulletin supports TOCA and BARC 2025 Health and Safety Guidance, Supplementary Regulations and Final Instructions

#### 1. VEHICLES, SCOOTERS, BUGGIES & QUADS

- The use of quad bikes and buggies must be covered by 3<sup>rd</sup> party insurance when driven within the confines of the venue.
- No mini-bikes, scooters or 2-wheeled transport allowed.
- Observe venue speed limit at all times.
- Absolutely NO electric stand-on scooters.



#### 2. SAFE BUGGY AND QUAD USE

- Only drive if you hold a valid licence
- Do not leave keys in ignition
- Observe maximum speed limits at all times
- Observe one-way systems at all times

- No carrying of unsecured loads
- No riding on equipment trolleys
- All passengers must be seated



#### 3. WORKING AT HEIGHT

**NEVER STAND ON A ROOF WITHOUT PROTECTION FROM FALLING**

- Put up secure side barriers
- Use clipped on full safety harness
- Use a secured ladder / steps
- All ladders must be "footed"

- Only use ladders and steps to EN 131
- Ensure equipment is not damaged



#### 4. SPECTATING

- Do not spectate from tail lifts / trailer roofs
- Only spectate from truck roofs if appropriate safe access and barriers are in place.
- Do not climb on / spectate from venue infrastructure e.g. Pit Wall / Fence, waste bins, fencing or generators



#### 5. HOT WORKS AND FUEL

- Keep fuel storage to a minimum and in a safe location
- Keep extinguisher suitable for fuel fire close by
- Comply with all refuelling regulations
- Refuel when engine is turned off and cooled
- Keep fuel away from ignition sources



#### 6. CABLES AND TAIL-LIFTS

- Securely cover hoses and cables.
- Tail lifts should not be left unattended at halfway point.
- Consider using "Tensabarriers" to avoid pedestrians walking under lifts
- Use harnesses or guardrails where possible or appropriate



Your co-operation is appreciated



