



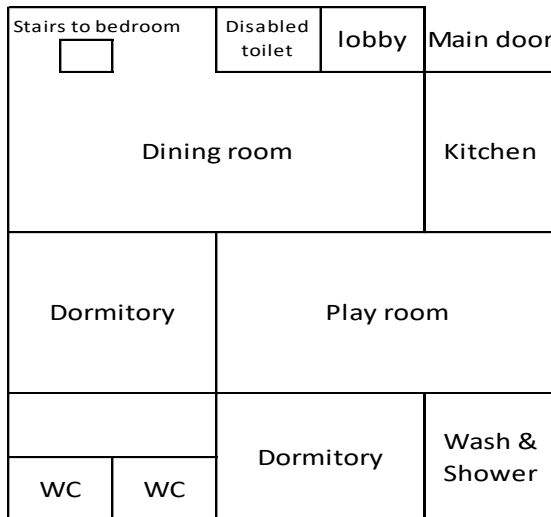
***Information for
House and Camp Site
2020***

GENERAL INFORMATION

Ellesborough Guide Centre
Missenden Road, Butlers Cross,
Aylesbury, Bucks HP17 0UP
Tel: 01296 622072 - Map reference 844064

Welcome to Ellesborough Guide Centre. Situated in the heart of Buckinghamshire and a little more than one hour's drive from any part of the county, it nestles at the foot of Coombe Hill, access to which is available from the camp site. The House was a 19th century school building and is set in grounds of nearly two acres. The Centre was formerly part of the Chequers Estate but is now owned by Girlguiding Buckinghamshire who has run it for holidays, camps and trainings since 1971. It is self-financing and is managed and maintained by a small volunteer committee. Plans have been approved for a major refurbishment and rebuild of the outside facilities; Bucks GG is fundraising for the work.

PLAN OF HOUSE (not to scale)



BOOKINGS

To book the House or the Campsite and to obtain details of charges
Email: Ellesboroughbookings@girlguidingbucks.org.uk

Residential and day bookings for the following calendar year are accepted from 1 August. The House sleeps up to 30 and each camp site accommodates up to 30. The choice of camp site is made on a first come basis. **A deposit is payable to confirm a booking** and is non-returnable. The balance must be paid in full at least one month before the event takes place. The full fee will be charged for any cancellation made later than 4 weeks before the event.

If interested in booking an Archery Session, please email the booking Sec. Ellesboroughbookings@girlguidingbucks.org.uk

CONDITIONS Dogs are not allowed. Smoking is not allowed in the House, or in the outside toilets, showers, stores or Swanhaven.

Notification of Girlguiding Residential Event form:

If you are from outside Bucks, the co-ordinator of the event is responsible for ensuring that copies of the REN form are emailed to:
Rainbows or Brownies - rabrownies@girlguidingbucks.org.uk
Guides or Rangers - raguides@girlguidingbucks.org.uk

Arrival for residential bookings is normally after 6pm on the first day of the booking and **Departure** is by 4pm on the last day of the booking. Should you wish to vary the times please email the booking sec. Please ensure that your arrival and departure times are entered clearly on your booking form to avoid overlaps. If there will be others on site during your stay you will be advised, from April until October D of E Groups frequently use the campsites overnight on Saturdays It is wise to liaise over arrival and departure times to avoid congestion in the car park and on the road outside.

Breakages and Damage must be reported, and you will be asked to pay a nominal fee for replacement or repair. A surcharge of £40 will be made for any items left on the field that damage the mower e.g. metal tent pegs.

Outside toilets and showers are for the use of campers. Campers using wheelchairs have the use of the toilet in the lobby to the House; please ensure the access is clear if this is needed. The person in charge of the camp should make sure that a key is available prior to arrival.

Please ensure that:

No public nuisance is committed.

No loitering in the car park

The neighbours and other site users are not disturbed, particularly between **10 pm and 8 am.**

The premises are vacated by the agreed time.

Changes and developments at the Centre take place continually - do not assume that everything is the same as on your previous visit.

Visitors must provide all their own consumable materials and remove them on departure. This includes First Aid supplies, hand towels and tea towels suitable for your event.

GENERAL INFORMATION

Souvenirs are for sale in the House and can be found in the mobile cupboard in the Playroom. If camping, please liaise with the House user for access to souvenirs.

Play equipment is stored in the Camp Store and the keys are hanging in the kitchen for House users and in Toilet No1 for campers.

The Quiet Corner is for use by all at the Centre; please do not camp too close.

Coombe Hill is accessible via two gates in the SE corner of the field and turning right. Please keep strictly to the path and do not stray into the private garden between the gates or onto the golf course. If the golf course gates are locked please crawl underneath and **do not climb over.**

Security Lights - These are self actuating on each corner of the House.

Arriving and Leaving - Please take care when entering or leaving the site - traffic is fast and vision is restricted. A-boards are available in the porch to put on the opposite side of the road for **ARRIVAL and DEPARTURE**. In addition, event banners are available for display on the roadside at times (also in the porch) when arrivals and departures are in progress. **PLEASE DO NOT LEAVE OUTSIDE ONCE THE CARS HAVE LEFT.**

Hospitals Stoke Mandeville, Mandeville Road, Entrance 4
Tel: 01296 315000
High Wycombe, Queen Alexandra Road
Tel: 01494 526161

Doctor Health Centre, Aylesbury Road, Wendover
Tel: 01296 623452. It is not necessary to inform Doctor of your stay; patients will be treated as necessary.

THE HOUSE

Attention to the following will assist in the smooth running of the House.

Keys for the House - Mr & Mrs Newman, Coombe View, 89 Chalkshire Road, Butlers Cross, HP17 0TJ Tel: 01296 613120. Situated approximately 300yds from The Russell pub, on left hand side. Please telephone in advance to confirm the time you will collect and return the keys.

On arrival unchain both the fire exit doors. The Fire Brigade need not be notified of your stay. Practise fire drill as soon as possible.

Individually controlled radiators centrally heat the House. You may adjust the timer on the boiler clock and the radiator thermostatic valves to your own requirements but return to original settings on departure. The fridge and freezer are left on permanently.

There are 2 dormitories downstairs and an upstairs carpeted room. There are 22 bunk beds and 8 Zed beds, supplied with mattresses only. You will need to bring your own bedding. The Playroom doubles as a bedroom for use with 4 Zed beds, and 4 further Z beds are available upstairs. There is a separate First Aid folding bed.

There are 2 showers and 4 hand basins in the shower room and 2 toilets and a hand basin with a hot air hand dryer in a separate room. There is a separate toilet and hand basin accessible for wheelchair users. **Please note** we are not on main drainage, please use the toilet paper supplied economically, only toilet paper for cess pits should be used, spare toilet rolls are in the broom cupboard. Leaders should ensure all toilets are fully flushed regularly during the stay to avoid any problems re blockages.

The Playroom and Dining room are carpeted. They are equipped with large and small tables for activities and stacking chairs. Wi-Fi is available together with an overhead digital projector. Live streaming is not permitted as we do not hold a licence.

The Kitchen is fully equipped with fridge, freezer, microwave, 6-burner propane gas cooker and oven, and plenty of utensils. There is also a high-speed dishwasher. Cutlery and crockery are in cupboards in the dining room.

A book with instructions and hints is on the counter in the dining room. Should an emergency vehicle need to access the field keys to lower the bollards keys are in a smash, & grab box in the camp store keys hanging in the kitchen.

Before you leave, remove all your posters, decorations, notices, etc. Empty all bins and sort rubbish and put in the appropriate skip. Return furniture to its original position. Each room should be thoroughly vacuumed, or floors mopped as appropriate. Please check under beds and behind radiators for lost socks etc. The curtains should be left open and the radiators turned to setting number 2.

It is the responsibility of the **Leader in Charge** to ensure the above is carried out before returning the keys.

CAMP SITE

The Centre offers two adjacent camp sites, each accommodating up to 30 campers. Groups of less than 30 should use one campsite and not both. Users of both sites share the four toilets, two wash hand basins, and two showers. One shower offers wheelchair access as does the toilet in the lobby to the House. **Please note** we are not on main drainage, please use the toilet paper supplied economically, only toilet paper for cess pits should be used, spare toilet rolls are in the Toilet no1. Leaders should ensure all toilets are fully flushed regularly during the stay to avoid any potential problems re blockages.

Each camp site has a permanent open cooking fireplace. A flagpole, running water, a wet weather shelter and a campfire site are for the use of both camp sites on a shared basis. Wood is available from the track towards Coombe Hill, beyond the golf course. Trees may not be cut as this is National Trust land, but we do have permission to take dead fallen wood.

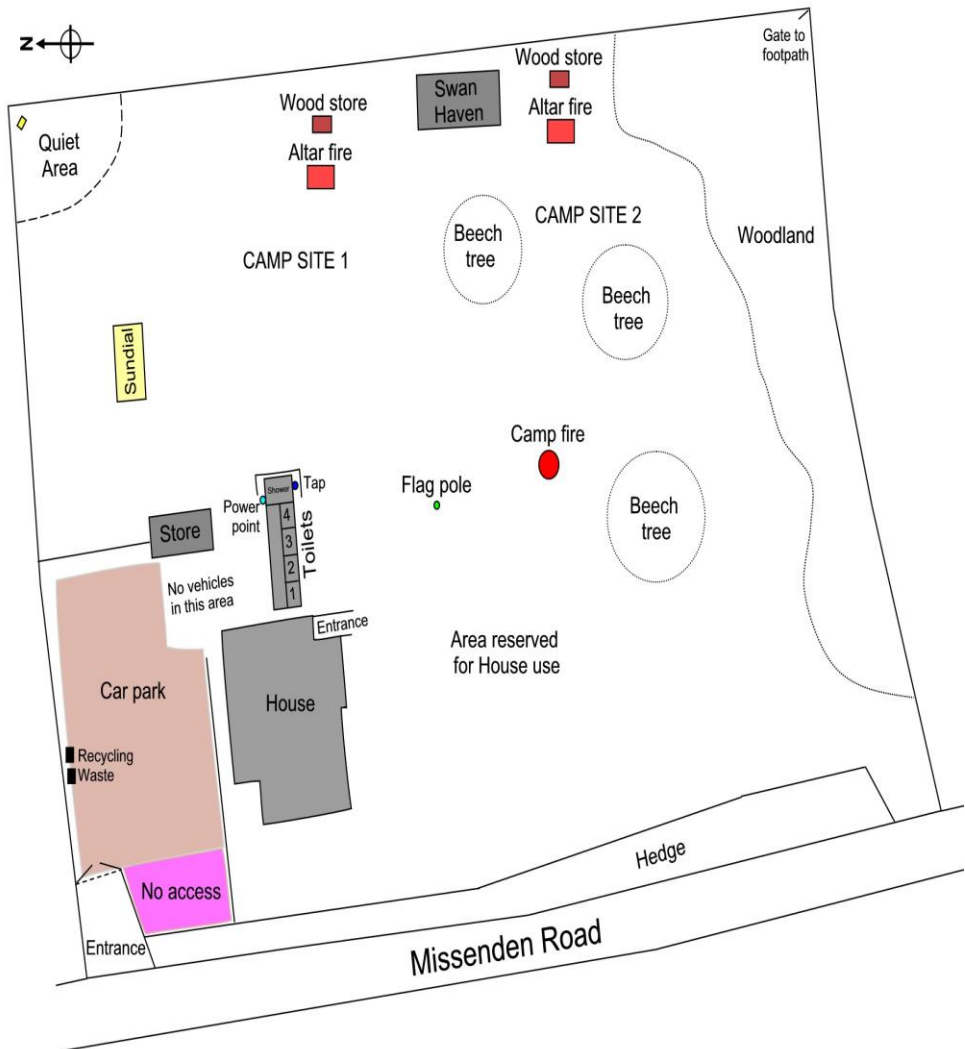
Campers may either use their own equipment or, for an extra charge, may use limited equipment provided by the Centre. Enquire in advance for information on availability. A wet weather shelter (Swan Haven) is situated on the field for the use of campers. However, if a Pack Holiday Under Canvas is on the field, it will have exclusive use of Swan Haven in which event a shelter tent will be available for other campers at no extra charge.

Keys for the Campsite (toilets and showers) *A code for the security bolt on toilet 1 will be given at the time of the balance being paid. This code will unlock the Toilet 1 inside are the keys to the other toilets, showers, fridge & freezer (in the Camp store) and Swanhaven. Please contact in advance the Booking Sec if access is required for the disabled toilet.*

Telephone - in the House is available to campers for emergencies.

Attention to the following will assist in the running of the site.

- Burn as much rubbish as possible, the remaining rubbish to be placed in black sacks and put in the appropriate skip situated in the car park. *This includes any rubbish in the bins in the toilets and shower room.*
- Sweep and leave clean the altar fireplace, ash may be placed around the hedge, the campfire circle should also be cleared. All wood to be returned to the wood store behind either of the two altar fireplaces at the top of the field.
- Ensure the field is completely clear of rubbish **including tent pegs** and gadgets before you leave, and that Swan Haven is swept clean. A surcharge of £40 will be made for any items left on the field that damage the mower.
- Please ensure that the toilets are flushed, wash basins are clean, bins emptied, lights are turned off before locking up. Between 1st November and 30th April turn off the stopcock in toilet No. 1 and then flush all toilets to avoid burst pipes.
- Ensure that Swanhaven is **bolted** and locked, that all the toilets are locked and the camp store before returning the keys to toilet No1 bolt and scramble numbers
- It is the responsibility of the **Leader in Charge** to ensure the site and equipment are left in a good and clean condition. Rented equipment must be returned to its original position in the store. Arrangements for leaving any went tentage should be discussed with the booking Secretary



PLACES OF INTEREST

Tourist Information - High Street, Wendover, Tel: 01296 345643
<http://wendover-tourist-office.weebly.com/>

Bekonscot Model Village - Beaconsfield, Tel: 01494 672919
<http://www.bekonscot.co.uk/>
(mid Feb to end October)

Bernwood Butterfly Trail - Near Oakley (Grid Ref 611117)
<http://www.forestry.gov.uk/forestry/englandbuckinghamshirebernwoodforestshabbingtoncarparkbutterflytrail>

Mead Open Farm - Billington, Tel: 01525 852954 (open all year)
<http://www.meadopenfarm.co.uk/>

The Bucks Goat Centre - Stoke Mandeville, Tel: 01296 612983
West Wycombe Caves -01494 533739

Green Dragon Eco Farm - Hogshaw 01296 670444

MUSEUMS:

Buckinghamshire Railway Centre - Quainton, Tel: 01296 655 720
<http://bucksrailcentre.org/>
(Sundays - Easter to October, plus Wed June - August)

Chair and History Museum - High Wycombe, Tel: 01494 421895
www.wycombe.gov.uk/museum/

Chiltern Open Air Museum - Chalfont St Giles, (Buildings through the ages - working Victorian farm) Tel: 01494 871117 (April - end October) www.coam.org.uk

Ronald Dahl Children's Gallery - Aylesbury, Tel: 01296 331441

www.buckscountymuseum.org/roalddahl/

Walter Rothschild Zoological Museum - Tring, Tel: 0207 942 6171
www.nhm.ac.uk/visit/tring.html

SWIMMING POOLS:

Chiltern Pools, Amersham, (Bubble Pool etc. Indoor) Tel: 01494 788900
<http://www.better.org.uk/venues/the-chiltern-pools>

Aqua Vale, Aylesbury (Indoor & Outdoor) Tel: 01296 488555
<https://www.everyoneactive.com/centre/aqua-vale-swimming-and-fitness-centre/>

Stoke Mandeville Stadium (Indoor) Tel: 01296 484848
www.stokemandevillestadium.co.uk

Wycombe Sports Centre, High Wycombe (Indoor) Tel: 01494 688100
www.placesforpeopleleisure.org/centres/wycombe-leisure-centre/

Risborough Springs, Princes Risborough Tel: 01844 274200

SHOPS:

Supermarkets: Bugden's Stores Ltd, Wendover Tel: 01296 625864
Tesco Express, Tring Rd, Wendover
Tesco Stores, Princes Risborough
Tesco Stores/Morrison's/Sainsbury's all in Aylesbury
[Tesco on-line will deliver]

Milk: Wren Davis, Prestwood Tel: 01494 862224

Farm Shop: (fruit & veg) Peterley Lane, Prestwood, Tel: 01494 863566