

CHIRK SCOUT AND GUIDE GROUP
Chirk Scout and Guide HQ, Shepherds Lane, Chirk LL14 5PG
CONDITIONS OF HIRE

ARRIVAL/DEPARTURE TIMES

Not Before 3pm on the day of arrival

At busy times you may be asked to depart by 2pm.

Earlier access than the allotted time can be made on request when booking. A charge for this extra time will be made.

We take bookings on trust and hirers must pay for the full number of people booked to stay at the bunkhouse

HIRE CHARGES (with effect from 1st January 2014)

Please note prices quoted are for a 24 HOUR PERIOD, if you wish to stay longer an additional charge of £10.00 per hour will be made.

Charges for Scout and Guide Groups (ONLY):

£8.00 per person per night (in county)

£8.50 per person per night (out of county)

DAY VISITORS visiting resident groups - Children £3.50 per head / Adults £4.00 per head

MINIMUM HIRE CHARGE

Please note there is a minimum hire charge for:

Scout and Guide Groups (in County) £80.00 per night, and

Scout and Guide Groups (out of County) £85.00 per night

ALL OTHER GROUPS:

£15.00 per person per night with a minimum hire charge of £150.00 per night.

It is important to note that prices are reviewed on an annual basis and changes are generally made around October time. We reserve the right to change our prices when appropriate and these charges will be attributed to the hirer.

Cheques to be made payable to Chirk Scout and Guide Group **and to be paid two weeks before,**

Or by Bacs to Chirk Scout and Guide Sort code 40-17-20 A/C no 10232386 Ref: your group

HIRE OF MAIN HALL AND KITCHEN FOR FUNCTIONS

£10.00 per hour (full hour)

Prices valid to 31st December 2014

PLEASE NOTE

Provisional bookings will be accepted however the confirmation and deposit must be returned within TWO WEEKS or the booking is deemed to be cancelled.

A receipt will be sent by email but should you require one by post then please send a stamped addressed envelope

Please return completed booking form to Mrs Hilary Roberts, 62 Shepherds Lane, Chirk LL14 5 PF

INFORMATION ON OUR BUNKHOUSE ACCOMMODATION

Thank you for your request for information on our bunkhouse accommodation here in Chirk. We can sleep 22 in bunk beds – in three rooms holding 12, 6 and 4 respectively. You may bring extra camp beds to put up in the main hall if required. The maximum number of people allowed to sleep in the main hall is 30. The kitchen is fully equipped including large electric cooker, microwave and fridge/freezer, and all utensils.

You are requested to bring with you:

- A sleeping bag and pillow.
- You may wish to bring a bottom sheet so that the sleeping bag does not slide on the mattress
Cover.
- your own toiletries and of course cleaning materials, loo rolls and black bin bags plus recycle bags for food deposits.
- Hand towels and tea towels are not supplied.

Bookings

Bookings can be made either by email – chirkbunkhouse2013@sky.com or phone Hilary 01691 773758. Once a date has been agreed you will receive a booking form and conditions of hire. To confirm the booking you need to return the form within two weeks together with your deposit which is non refundable. Your booking will then be confirmed.

EDUCATION PASS

We hold an education pass to National Trust properties in the area including Chirk Castle. For Scouting and Guiding groups there will be no charge for admission. Prior arrangement must be made with the Castle staff direct stating that you are using the Chirk Scout and Guide pass.

SWIMMING

Please note: At Chirk Leisure Centre welsh children can swim for free during main school holidays and subject to certain times. This must be pre booked with the Chirk Leisure Centre Tel. No. 01691 778666.

PLEASE NOTE :

There are parking facilities for up to 8 cars within the grounds.

To check availability please visit: www.chirkbunkhouse.co.uk

For Girlguiding Units: AA forms to be sent to Mrs B Smith, 69 Powell Drive, Buckley, Flintshire, CH7 2BZ.

If you have any queries check us out on the web site or please do not hesitate to contact us.

PLEASE NOTE: We request that all damage is reported so that we can carry out the necessary work or replace items immediately. Significant damages only will be charged for.

CHIRK SCOUT AND GUIDE HEADQUARTERS

CHECKLIST FOR USE OF BUNKHOUSE ACCOMMODATION

Switches for **WATER HEATERS** — These are situated in the kitchen, male and female toilets. The switch in the craft room also supplies the disabled bathroom.

SHOWER HEATERS — MAKE SURE MALE SHOWER HEATER IS ON — SWITCH IN CRAFT ROOM, FEMALE SWITCH ALWAYS ON

To set the cooker and microwave clocks please see relevant instruction manuals in kitchen.

SHARP KNIFE BLOCKS ARE PUT AWAY IN CUPBOARD TO THE LEFT OF THE COOKER.

KEYS VISITORS WILL NEED:

YOU WILL BE GIVEN A KEY TO MAIN DOOR
KEY TO BACK DOOR (ON KEY RING IN KITCHEN)
KEY TO WINDOWS IN KITCHEN (ON SAME KEY HOLDER)

FIRE DOOR IN MAIN BUNK ROOM IS ALARMED – to disarm please set key to OFF position

HOW TO USE THE HEATING SYSTEM :

Note – Please do not alter the Time Clocks themselves.

Read instructions entitled "MAIN HALL HEATERS – Operation and Control" situated on wall in office.

There are convector heaters, and infra red main hall heaters. Please note the infra red heaters heat bodies and therefore will not generate heat if the hall is empty of people!!

The building will have been cleaned prior to your arrival and we would ask that the Leader-in-Charge ensures that the building has been cleaned through before you leave. Thank you for your co-operation.

Vacuum Cleaner, Brushes, Mops and Plastic Buckets are stored in the Drying Room.

EMERGENCY CONTACT TELEPHONE NUMBER WILL BE MADE AVAILABLE.

Please note NO SMOKING is permitted in our headquarters or the bunkrooms. We also request that NO FOOD OR DRINK is consumed in the bunkrooms.

BUNKHOUSE BOOKING FORM

NAME OF ORGANISATION (please print)

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SCOUT/GUIDE DISTRICT AND COUNTY.....

NAME OF LEADER.....

POSITION HELD

CONTACT NUMBERS

TELEPHONE (daytime).....

TELEPHONE (evenings).....

ADDRESS.....

.....email.....

ACCOMODATION

We can accommodate 22 in bunks. Please bring additional blow up mattresses if extra beds are needed.

TOTAL NO OF PERSONS (including leaders).....

TOTAL NO OF DAY VISITORS (including leaders).....

DATE (arrival and departure).....

ARRIVAL TIME : DEPARTURE TIME :

I/WE HAVE ACCEPTED THE BOOKING CONDITIONS ATTACHED AND
ENCLOSE DEPOSIT of £.....(non returnable).

PLEASE MAKE CHEQUES PAYABLE TO **CHIRK SCOUT AND GUIDE
GROUP. PAYMENT TO BE PAID TWO WEEKS BEFORE BY CHEQUE
OR BACS.**

SIGNED.....DATE.....

Leader making booking

CHIRK SCOUT AND GUIDE HEADQUARTERS

HIRE OF HALL BOOKING FORM

NAME OF ORGANISATION (please print)

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SCOUT/GUIDE DISTRICT AND COUNTY.....

NAME OF LEADER.....

POSITION HELD.....

CONTACT NUMBERS

TELEPHONE (daytime).....

TELEPHONE (evenings).....

ADDRESS.....

.....email.....

DATE

ARRIVAL TIME : DEPARTURE TIME :

**I/WE HAVE ACCEPTED THE BOOKING CONDITIONS ATTACHED AND
ENCLOSE AMOUNT (non returnable).**

PLEASE MAKE CHEQUES PAYABLE TO **CHIRK SCOUT AND GUIDE
GROUP. PAYMENT TO BE PAID TWO WEEKS BEFORE BY CHEQUE
OR BACS.**

SIGNED.....

Leader making booking

DATE.....

CHIRK SCOUT AND GUIDE GROUP



Temp Secretary
Jan Wintle
Tel: 01691 718131

Treasurer
Hilary Roberts
Tel: 01691 773758

Chairman
Jackie Allen
Tel:01691 772265

ANNUAL QUESTIONNAIRE FOR USERS OF CHIRK SCOUT AND GUIDE HEADQUARTERS

We would like to obtain your views on the Headquarters, with particular attention to your stay and what experiences you have had. Please complete the following short questionnaire to assist us with our future plans/purchases etc.

On a scale of 1 (poor) to 5 (excellent) please rate the following:

CLEANLINESS

Kitchen	:	1	2	3	4	5
Girls Toilets	:	1	2	3	4	5
Boys Toilets	:	1	2	3	4	5
Main Hall	:	1	2	3	4	5
Bunk Room	:	1	2	3	4	5
Leaders Room:		1	2	3	4	5
Bottom Bunk Room:		1	2	3	4	5

EQUIPMENT

Kitchen	:	1	2	3	4	5
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HEATING

Bunk Room	:	1	2	3	4	5
Leaders Room:		1	2	3	4	5
Bottom Bunk Room:		1	2	3	4	5

Would you stay at the HQ again in the future Yes / No ?

Are there any other points you would like to make :

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Please include any further comments that may assist us in making your stay a better one:

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Name of Unit

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Date of Stay

Leader in Charge

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