

Jarman Centre Campsites

119 Duchess Drive, Newmarket CB8 9HB
(GR: TL660620)



Booking Secretary: admin@jarmancentre.org.uk

The campsites are unequipped. There are water taps on Oaks and Beeches; there is a tap the far side of Beeches for the use of Sycamores and Firs. There is a disposal point for chemical toilets at the Solid Shelter. Oaks can take a maximum of 24 campers; Beeches a maximum of 36 campers. Sycamores and Firs are suitable for Patrol/lightweight tents. There are paved fireplaces and altar fires on all campsites.

The Solid Shelter provides facilities that are shared between all groups on site. Attached to it there are 6 toilets, 1 of which is wheelchair accessible, 4 basins, and 2 showers. Starting supplies of toilet rolls and handwash are provided – please leave some for the group following you. We recommend that you bring a lat/chemical toilet for night-time use. As the Shelter has electric lighting and power supply, 2 kettles, a freezer and smoke detector it may be used as emergency wet-weather accommodation day or night. It also currently houses the souvenir shop and equipment trolleys.

Keys to the entrance gate, Shelter, toilets, woodshed and the main lobby of the house are collected from, and returned to, the Warden – you will receive contact details nearer the time of your booking. Access to the house lobby is for use of the telephone and laundry only. The activity store, at the back of the house by the kitchen door, is opened with the same key. No other house facilities are available to campers. There is wi-fi access at and in front of the Solid Shelter; request the password within 28 days of your stay if you wish to pay for wi-fi.

- **General site information and rules**

Campers should normally arrive after 2pm on the first day and leave by 12 noon on the day of departure, except for weekend bookings when campers may leave later on Sunday.

All groups should bring their own First Aid kit. There are accident report books in the house lobby and Solid Shelter. Girlguiding groups should also complete a 'Notification of Accident' form.

Please negotiate as necessary with any other group on site or in the house about the use of the campfire circles, trampolines and activity equipment. If you wish to know in advance which other groups will be using the Centre during your stay, contact the Booking Secretary not more than 4 weeks before the start of your booking.

The Quiet Period is from 10pm to 7am.

No firearms, air weapons or metal detectors are allowed. If you wish to organise a formal air rifle session please consult the Booking Secretary.

Do not stray beyond our fenced boundaries – see the map on the website.

Dogs are not allowed.

No pits are to be dug and nothing is to be buried. Use the disposal point for chemical toilets.

- **Site care**

Make sure that taps are always properly turned off and that members of your group switch off ALL the lights in the Solid Shelter.

Observe the Country Code.

Don't pick wild flowers or pull up any plants except ragwort, nettles, brambles or privet.

- **Fires**

This is a heavily wooded site – please take extra care with all fires.

Be very sure all fires are extinguished before you leave them, but for safety reasons, do NOT clear the ashes – leave them on the slab/campfire/altar fireplace. We ask the next user to clear the base before starting their new fire.

Fires should only be lit on an altar fireplace, the slabbed cooking bases provided in the front part of the estate, or the two campfire circles. Please keep your fires within the marked out areas.

Specific permission from our Estate Manager must be obtained for any fire elsewhere in the grounds.

No naked flames are allowed in the Solid Shelter.

Turfing and fire pits are not allowed.

All campfires must be kept to a reasonable size – see the Jarman Centre Risk Assessments:

<https://jarmancentre.org.uk/downloads/useful-information>

Any dead wood on the ground or in wood piles may be used for fires. The logs in the wood shed are primarily for house users but may be used by campers in wet weather. You may need to bring an axe or saw.

Trees should not be cut down nor branches removed. Please protect our trees – the whole estate is covered by a Woodland Protection Order.

NB: Portable barbecues in foil trays get VERY HOT. Use them with care and only under careful supervision, and ALWAYS put them on the stone slabs or grids that we provide at the campfire circles, barbecues, altar fires and patrol cooking bases. It is dangerous to put them on wood (which will catch fire); grass (which will burn a hole) or our plastic benches and barbecue shelves (which will melt).

- **Recycling and Waste (NEW from October 2022)**

Do not bury cans or rubbish. Pits are not allowed.

All non-recyclable waste must be bagged, securely fastened, and not leaking. Food waste must be double bagged. Place these in the black-lidded bin by the entrance gate.

Compact/flatten your recycling so that it all fits in the red-lidded bin, with the lid shut. You can recycle clean glass and clean Tetra-pack cartons.

If the bins are full put your waste and recycling in the overflow bin store.

Please sort your waste correctly and do not leave any beside the bins as it will not be collected and you will incur a surcharge after your visit.

- **At the end of your stay**

When you strike camp, make sure all pegs are removed, all pioneering constructions and shelters dismantled, wide game equipment and signs removed and that the site is left clean and tidy.

Replace the equipment trolleys in the Solid Shelter, sweep out the Solid Shelter and clean the toilets, basins and showers before locking them. Please leave cubicles as they should have been on your arrival, with a toilet roll and handwash in each.

Return the keys to the Warden.

- **Additional information for Girlguiding Leaders**

If you need to send your REN form to a Host Adviser, please send it to the Booking Secretary who will act in that capacity.

- **To book**

Check the online availability calendar or email the Booking Secretary to make a preliminary booking.

Email/telephone bookings must be confirmed within **4 weeks**.

To confirm your booking, complete the attached booking form and send it to the Booking Secretary (email admin@jarmancentre.org.uk or call 01223 813917 for the address) **with a non-returnable deposit as listed on the fees page of the website**.

The balance of the fee should be sent, with the payment form (downloadable from <https://jarmancentre.org.uk/downloads/forms>) to the Booking Secretary immediately after the camp.

Please note that you can include all elements of your booking (eg badges, activities, shop payments, etc) on one cheque; this will help keep our bank fees to a minimum.

- **A note about late payments**

Full payment should be made within 1 week of your visit. The Jarman Centre reserves the right to charge 5% per month if the fee remains unpaid.

Girlguiding Cambridgeshire East county

Jarman Centre Campsites - Booking Form

Please complete this form and send it with your deposit, to the Booking Secretary
(email admin@jarmancentre.org.uk or call 01223 813917 for the address)

Make your cheque payable to 'Cambs East Guides Jarman Centre'

We also accept online payments to our bank account: CAF Bank - account no 00017752 - sort code 40-52-40

NB: Girlguiding leaders should only make payments using their Unit's bank account facilities

Name of Leader in charge of the Camp (please inform us if this changes)					
Guiding or Scouting Unit/Organisation					
Address					Postcode
Tel	Mobile		Email		
Arrival:	Date			Time	
Departure:	Date			Time	
Campsite/s required: (please circle as necessary)	Oaks (small)	Beeches (large)	Sycamores (patrol/ lightweight)	Firs (patrol/ lightweight)	Backwoods (enquire first)
Approximate numbers:	Young people:		Adults:		Day visitors:

Girlguiding only I hold the following Residential Licence with Camp Module: Brownie / Guide / Senior Section (please circle as appropriate)	Date of Licence (dd/mm/yyyy)
Or: This is an assessment Camp, and I have made the necessary arrangements to be assessed.	Yes/No

*If you wish to book Archery, Woodland Skills or Campfire Experience/Campfire Singing
please complete and include the relevant booking form as well*

Calculate the scale of fees and deposits required for your booking at <https://jarmancentre.org.uk/downloads/fees>

I enclose a deposit of £

OR

I wish to pay the total amount due now and enclose the payment form
<https://jarmancentre.org.uk/downloads/forms>

Signed	Date (dd/mm/yyyy)
--------	-------------------

Please note your personal information is held securely and only used for managing your bookings.