

SOUTH WALES CAVING CLUB

NEWSLETTER No.94

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A.G.M. ISSUE

APRIL 1981

Hon.Editor:-

Dave Edwards
109, Elgin Avenue,
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SECRETARY'S REPORT 1980 - 1981

During the year, a great deal of effort has been put into finding the way on, both in Ogof Ffynnon Ddu and in Dan yr Ogof. An attempt to connect Mazeways II to Dali's Delight was not successful. Smoke created in Mazeways was not detected in Dali's. The area is, however, still promising as there is a good digging site carrying a draught. Work here by a few eager diggers could well pay dividends.

On the homeward side of the valley there have been two major digging sites. The first, at Twll Gwynt Oer, was more of a mining operation. A weeks hard work with a compressor and explosives made good progress into the sump. Plans are to continue the operation again this year, so why not have a go. Eager helpers welcome! The other major site is the upstream choke in Cwm Dwr Jama. A concerted effort in this choke has resulted in a lot of gained ground. The dig is still going but the elusive miles are yet to be found. Smith is winning for the time being.

Sink y Giedd was blocked early in the year and was thought to be a major job to re-open. This proved to be false for it was opened after about four hours of digging, only to be blocked a few weeks later after some flooding.

Other sites that have attracted interest have been one of the old digs on Cribarth, Ogof Twll Tal Ddraenen, Ogof Nogof and Y Gwal; all of which show a great deal of promise. The rewards are there for the reaping - so how about it?

Once again, I have had considerable help from Denise Samuel who has acted as my assistant and looked after arranging leaders and also administering the Duty Officer system. I am indebted to her for this. I feel I must, however, comment that I am disappointed with the response to appeals for Duty Officers. Those of you who have helped with this I offer my sincere thanks. The same people regularly take their turn while others sit back and watch.

I must also make a special mention of Bill Clarke who has typed and distributed all of the minutes of the meetings which we have held. Without this help I would not have been able to cope.

Finally, I would like to thank all of the Committee and the rest of the membership for the backing that they have given me.

Bob Radcliffe.

CONSERVATION OFFICER'S REPORT 1980 - 1981

As a legacy of Roger Smith's sterling work in this field, one of the main tasks befalling the Conservation Officer is the ever-continuing (apparently) negotiations over the water supply to Penwyllt. After the last A.G.M. I heard that at least one of the Penwyllt householders was so exasperated by the lack of action by Hobbs Quarries Ltd, who had promised to relay the pipe, that he was prepared to take drastic action. This was quite understandable, but due to the somewhat delicate agreements that had been tentatively agreed between us and Hobbs, I spoke with all the Penwyllt residents and explained the situation to date. As a result of this, in May, the Penwyllt Water-Users' Association was formed and we are now in the position that we are all pulling in the right direction. At the time of writing this report (mid March) a water licence has been obtained and this, says Julian Hobbs, is all that they have been waiting for before starting work. As yet we see no sign of their starting, but Mr.Griffiths of the quarry company seems to be in favour of the project. We still have a little Ace up the sleeve in case it becomes obvious that Hobbs have no intention of fulfilling their promises, but in case we have to renew all the supply ourselves, one of the other members of the Penwyllt W.U.A. has held extensive meetings with the Development Board for Rural Wales and it may well be that the community of Penwyllt can qualify for up to 50% grant aid for a project of this nature. Further information may be available by the time of the A.G.M. and I should be able to answer questions on this subject.

One of the most difficult decisions that I have had to make in my role as Conservation Officer was my support of the recent ruling of the Committee that the use of carbide should be banned in all caves whose access is controlled by the Club. I know that a number of the older members of the Club, myself included, consider that carbide gives a good, reliable light and is Fun to Use and as such I have, until recently, been unable to support any move to ban carbide totally. However, carbide dumping has now reached an unacceptable level in OFD 2 and as a result of this the OFD Management Committee banned the use of carbide in OFD 2. I attended this meeting as myself and several other Club committee members are on the Management Committee. I fully supported the ruling on carbide. At a Club Committee meeting held shortly after, it was proposed that we follow the example set by the Management Committee. This proposal was, as I am sure you know, made in the interests of Cave Conservation and I hope that we can all abide by this resolution.

There are obviously many questions dealing with conservation too numerous to mention in this report; perhaps if anyone has any special points, he/she can raise them at the AGM.

Bruce Foster.

COTTAGE WARDEN'S REPORT 1980 - 1981

Once again, the biggest problem for the Cottage Warden has been the intermittent nature of the water supply. During much of the summer there was no water at the H.Q. at all until the situation was improved in August/September by extending the Alkathene section of piping from the dam to the railway line. This has served to highlight further the inadequacies of the section between the quarry and the cottages, with frequent bursts in the vicinity of Kershaw Terrace. In addition, due to the impossibility of 'digging in' 600 metres of Alkathene, water supplies have been lost due to freezing. Regrettably, the situation is unlikely to improve in the immediate future, unless progress can be made in laying a new pipeline. I am sure that the Conservation Officer will be reporting on this issue.

On the brighter side, a fair amount of work has been carried out on the cottages during the year. Concrete floors have been laid in the front of No 10 (new print room) and in the Long Common Room. An extensive face-lift is being carried out here in an attempt to restore it as a focal point of the club.

The front upstairs room of Married Quarters, previously an unused slum, has been 'transformed'. There are also plans to instal toilet facilities in this room to obviate the need for occupants of Married Quarters to wander through the Ladies' Quarters: assistance will be required from the interested parties if this is to be carried out.

In anticipation of future legal requirements, work has started on fire-proofing the stairwells. Eventually, all those in the living areas will be boxed in and clad in an asbestos substitute. In addition, a system of smoke detectors is being manufactured and will be installed when available.

Finally, I must single out Laurie for my especial thanks. Without his almost unceasing work, the fabric of the cottages would be in a very much poorer state; having single-handedly pointed half the cottage in the last year, he is now attempting to replace most of the windows. We should all be grateful! To everyone else who has walked up pipelines, knocked off plaster, laid concrete or boarded ceilings/floors, I also offer thanks. To any who may occasionally feel twinges of guilt, I offer opportunities to do something useful. Please take them.

S.A.Moore.

RECORD OFFICER'S REPORT 1980 - 1981

In the course of this year the library has continued to grow. There have been book purchases as well as a thriving exchange system in caving publications, and donations from many interested members. Many more vulnerable publications have been bound to assist their preservation. Usage of the records has continued to expand too, both for leisure reading and more serious study.

I would like to thank members for their cooperation and responsibility shown in the usage of the facilities available.

Elsie Little

EDITOR'S REPORT 1980 - 1981

Visions of editorial glory were rapidly dispelled by the sheer weight of logistical practicability. Thus runs the first line of the Editor's Report. At this point the alcohol wore off and the gut nagging fear of not producing the Newsletter in time for the AGM took over. For me, this has been an exciting, but frustrating year. When the euphoria of the new office faded, the real job of the Editor rapidly hammered its way home. Communicate! It is all very well having a command of the English (if not Welsh) language and an ability to correct or clarify the writings of others if one cannot type, print, collate, envelope, seal, label, stamp and distribute this information in no-time flat! This, for me, has become not only a challenge but a need to clarify what we need and the best way to produce it. The Club has, traditionally, relied upon the good-natured and free support of members and their companies to produce the goods. For example, the last Newsheet with its two sides and separate return slip clocked up 840 copies on my firms' photocopier! The last Newsletter, with 30 sides, owes much to Alan Jackson and his company for the production of the litho plates. Whilst I am not advocating that this free support should be rejected, I would point out that it is very difficult to insist that this free support is given at the instant that it is required and must therefore be subject to availability. The question of what to communicate, and when and how, is gradually becoming more apparent. The Newsletter has become to be accepted as an object of prestige, basically containing serious articles of a scientific or useful nature with a certain amount of light relief. To this end it is now produced as, as far as is possible, a quality document. Its circulation to Institutes, museums and other clubs probably requires that it should remain so. Its frequency therefore, should coincide with the availability of suitable articles and not at a set rate of production. The frequency should therefore be at the Editor's discretion, perhaps with a lower limit of two per year. The Newsheet has turned out to be a most useful document for day to day communication and I have attempted to produce this subsequent to each Committee Meeting although frustrating delays have been caused by a change of job and broken photocopiers. The Newsheet could become the prime method of communication although I feel that the purchase of a duplicator may ultimately become necessary to give the Editor better control over production.

I would like to give my sincere thanks to Alan Jackson for his work in producing Litho plates, to Eric Inson for his constant supply of address labels and money for postage, and to all those who have walked endlessly round a table collating the Newsletter. I would also like to thank those people who have sent me articles and exhort those who have not to do so.

If re-elected for another term of office, I will do my best to produce the sort of information that the Club requires and I am quite sure that what this requirement is will become apparent at the AGM.

Dave Edwards.

TACKLE OFFICER'S REPORT 1980 - 1981

It is with regret that this report must take the shape of an apology on my part for largely neglecting my duties as Tackle Officer for most of the year, leaving the task chiefly to Ray Hoare and others. I can make no excuses for not carrying out my duties as an Officer of the Club. My decline was largely due to my commitment to the Ecuadorian Expedition, and a subsequent illness which left me somewhat debilitated. I therefore offer my apologies to the Committee and membership of the Club in general for my failure.

I now feel that having served as an Officer of the Club for eleven years, perhaps the Club deserves a rest; so I will not be standing for re-election.

I would like to thank Ray Hoare particularly, for the excellent work that he has done in regularly checking and maintaining the many fixed aids in our caves. An essential job well done.

Pete Cardy.

RESCUE OFFICER'S REPORT 1980 - 1981

Once again my report includes a large rescue. Happily, this one was successful and the injured caver, Tim Flanagan, seems to be on the mend.

The year began quietly enough but towards the end, November to March was Yorkshire-like for callouts. The interest in rescue which peaked with the Gough/Fitton incident has been maintained I'm happy to say, not just out of necessity.

Our relationship with the Gwent team has been excellent; for all intents and purposes we are one team. The SWCRO is an excellent focus for the teams and its worth was once more demonstrated at the 'big one' at Agen Allwedd. I have been voted in as Hon. Sec., for the second year.

The almost defunct Cave Rescue Council has been completely re-vamped and re-named the British Cave Rescue Council with four Officers instead of the previous one. National contacts have improved and the interchange of ideas and solutions to problems will be of great benefit. The B.C.R.C. is the National Body for cave rescue and is recognised as such by the Police. I have attended all of the meetings and there will be a National Conference in Buxton on 6 - 7th June. The recent Expedition/Rescue Medicine Symposium in Ingleton was quite good although a little technical at times. They even laid on a 'real' rescue at Notts Pot where I was able to observe the C.R.O. in action. One and three quarter hours from callout to back in the pub, excellent!

As mentioned, the interest in rescue has continued with several members giving particular help. Bruce Foster has redone the Rescue Lists with complete thoroughness and is introducing local cavers, who are not members, to rescue by holding mid-week talks and practices. S.A.M. and Chris Pepper are refurbishing the telephones and Laurie has taken on the food and is also helping with the repair of other equipment.

The full scale practice in Otter Hole last year was a great success. Only one member living West of the Wye attended. An awful lot was learnt on this practice which could have been put to use in Agen Allwedd if more members had attended. However, the S.W.C.R.O. was well represented by the outlying members. It is hoped that this year a large scale practice will be held in D.Y.O., from the North Aven out.

Incidents. Up until July things were quiet, apart from a couple of overdue parties in O.F.D. In July there was an incident in Porth yr Ogof when a caver who was digging on the surface was struck by a boulder and fractured his pelvis. Rescue was effected by the Fire Service but both the Gwent and our team were called out.

In November there was a large search in Agen Allwedd for a caver who had become 'detached' from his party. He was found at the Coal Cellar.

Boxing Day saw a big search in O.F.D. for a party of two who had forgotten to turn right when coming up Salubrious on a through trip. A large search was carried out and they were found in the Chasm, tired but O.K., after 7 hours.

Agen Allwedd, 17th January. The big one. As most members know, this was perhaps the biggest rescue undertaken in Wales, if not the U.K. Over 200 cavers, and 4 doctors, went underground during the 41 hours from the time of the accident. We were assisted by Brecon Mountain Rescue Reviva and surface stretcher; Army food; Y.H.A., accomodation and food; A.T.C., radio communications; N.C.B. lamps; N.H.S., drugs, Baycast plaster and CO²; and several other non-caving individuals or organisations. The Mendip R.O., Midlands C.R.O. and Gloucester C.R.O. were called out and the Derbyshire C.R.O. were on stand-by. The Police provided communications and got anything we asked for. All have been thanked.

If you wanted to pick a bad spot to break your leg, you would have to think hard to beat the far end of the Southern Stream. At 5.00 p.m. on 17th January, a party of five were passing over the big pile of boulders at the far end of Southern Stream Passage. Four had passed when a stone fell out of the roof and broke Tim Flanagan's leg, in four places, below the knee. The First Aid box at Waterfall Chamber was fetched and first aid given. Two cavers came out and the alarm was raised at 8.30 p.m. A large-scale callout was immediately undertaken. The first teams took in stretchers, comforts and communications and the first doctor (Tony Boycott) reached the victim at about 0400 hours on Sunday. The leg was plastered and painkiller administered. Tim was in fairly good spirits. The evacuation began but it soon became obvious that the plaster of paris would not stand up to the rigours of Southern Stream. The Gloucester doctor, Nigel Mizhara, suggested trying one of the new resin plasters and this was obtained from Neville Hall Hospital and sent in. This plaster proved to be excellent and meant that Tim could get off the stretcher and help himself which shortened the rescue considerably. Problems with the telephone complicated matters: fixed lines only work on practices! The major fault was a cut in the wire caused by a stone.

The entrance wire was eventually replaced and this improved communications. The progress up Southern Stream was slow and it was decided to call in the other C.R.O.s because more experienced rescuers would be needed as our teams became tired. Two and a half to three hours was allowed for teams at the sharp end in Southern Stream and to this end, parties of 9 - 10 were sent in at two hour intervals to allow for differing caving speeds. All teams were instructed to stay together and to come out when relieved. Most were sensible, and did so. There were several cavers who were in for fourteen hours or so. These were mainly the initial teams and it is expected that the first teams in will be extended until the callout builds up. There were several minor accidents and one 'close run thing' when a caver fell by the Second Inlet in Southern Stream, cut his head and was unconscious for a short time. We thought that we had two stretchers coming out of Southern Stream!

A kitchen was set up in Main Chamber to keep a constant supply of hot drinks and soup available. Tim, who was not wearing a wetsuit, was wrapped in a Flectron blanket which worked very well. The first stretcher used was a converted Neil Robinson which fell apart quite quickly. The Clarke had been sent in as a backup. This was also destroyed but finished the rest of Southern Stream. By the time Tim got to the Second Inlet he was beginning to 'go down'. His leg had become infected. The Brecon 'Reviva' and the M.R.O. 'Little Dragon' hot air machines were sent in and used. The 'Little Dragon' is a lot smaller than the Reviva and is 'cave proof'. Allison consulted with an Orthopædic consultant in Swansea and was advised what antibiotics to use and these were obtained from Neville Hall and sent in.

Once out of the Southern Stream, Tim's spirits rose and he was transferred to another Neil Robinson and had his first pee! The carry to First Choke was swift and he helped himself through the choke. The Entrance Series was jammed with cavers in every nook and cranny and he was passed hand over hand to the entrance where his wife and the press were waiting. The press were very little trouble and were given a complete rundown once Tim was in the ambulance.

On a rescue of 41 hours a tremendous amount of things go on. The effort by all concerned was superb; from Laurie cooking for 41 hours to the cavers who only touched the stretcher as it passed over their heads.

Why Tim survived:-

The first aid dump at Waterfall Chamber.
The two cavers who kept him warm until help arrived.
The skill of the four Doctors; T.Boycott, N.Mizhara, P.Glanville and Allison Stone.
The Flectron Blanket and the hot air machines.
The resin plaster, Baycast, which was load bearing.
The skill and determination of the rescuers and the physical and mental strength of Tim.
A superb show!

Since the weekend of Jan 17/18th there have been two stand-byes for O.F.D. and one for Agen Allwedd. There was a silly in Little Neath when a caver, at the end of the entrance crawl, got water in his ear and his companions called out the Cave Rescue! S.A.M. dealt with them.

Rescue Officer's Report Continued.

Finance The Reviver Fund has reached nearly £600 (see last Newsheet). Two £30 donations have been made in respect of incidents in O.F.D. Mrs. Fitton donated £200 and Dave Gough and John Fittons' friends donated £40 in lieu of flowers. The Police insurance for the Gough/Fitton incident has been settled at £247 for W.B.C.R.T. and £150 for Gwent. Various other donations have been made.

Purchases We have spent about £60 on food to replace that used at Agen Allwedd and have bought a 10 ton jacking kit at £120.

Radios As yet, I have not been able to obtain a licence. The Police cannot help us financially so we will have to purchase them ourselves. I have attempted to buy a Molephone but they are not available as yet. We will buy one as soon as they are.

Insurance The Dyfed Powys Police cannot insure us for loss of rescue equipment but they do insure us against personal injuries.

Training The Committee has given me permission to use Penwyllt to run a Rescue Course on the 14th - 18th September 1981. It will be an intensive week culminating in a practice on the Friday. The price is £6 to cover accomodation and coffee etc.

My thanks to all who have helped in the past year. We have seen the successful results of our labours.

If proposed, I would be pleased to stand as Cave Rescue Officer for 1981/82.

Brian Jopling.

THE QUESTION OF CARBIDE

The problem of carbide dumping in the caves in our area has been getting progressively worse over the years and the Committee spent some considerable time debating a course of action. Carbide has been limited to emergency use for several years but, too often, the emergency turned out to be having no electric light in the first place.

Although many of the Committee have a soft spot for carbide lamps, it was finally agreed that the only way to counteract the menace of the minority was to ban the use of carbide in all caves under our control and to discourage its use in general. This decision was agreed unanimously.

This decision has also been accepted, and adopted as policy, by the Cambrian Caving Council and it is hoped that all S.W.C.C. members will abide by this decision and ensure that it is known and conformed to by any visitors to caves under our control.

S.W.C.C. Committee.

SOUTH WALES CAVING CLUB

CLWB OGOFEYDD DEHEUDIR CYMRU

CONSTITUTION

1. The Club shall be called the South Wales Caving Club, (Clwb Ogofeydd Deheudir Cymru), hereinafter referred to as the Club.
2. Objects. The objects of the Club shall be:-
 - a) The discovery, exploration and survey of caves.
 - b) Scientific study and research in caves and cave entrances.
 - c) The conservation of caves.
 - d) The support of an effective cave rescue organisation.
 - e) The furtherance of any other activities associated with caving.
3. Membership
 - a) Any person of eighteen years of age or over is eligible for proposal as a Full member of the Club, and any person between the ages of sixteen and eighteen years is eligible for proposal as a Junior Member. Any persons proposed for membership under the age of eighteen years must obtain their parent's or Guardian's written consent to join the Club.
 - b) A person may be elected a member of the Club at the absolute discretion of the Committee, on the presentation of signed application forms which shall also be signed by two Full members of the Club as proposer and seconder, and accompanied by the entrance fee and the appropriate subscription. The proposer must be a member of at least two years membership, and the proposer must apply in writing to the Honorary Secretary for the application forms for the prospective member and must return them with his recommendation.
 - c) A Junior member becomes a Full member on attaining the age of eighteen years.
 - d) A husband and wife are eligible for Joint membership.
 - e) Persons who have rendered exceptional service to the Club may be elected to Honorary Life Membership at a General meeting. Notice of nominations received for Honorary Life Membership must be included in the agenda for that meeting.
4. Subscriptions
 - a) The Annual Subscriptions and Entrance Fees shall be determined by the Committee, provided that the amount of any increase shall not exceed 50% of the previous years subscription in any one year.
 - b) The Annual Subscriptions are payable on March 1st. Any persons joining the Club after 1st October shall pay the Entrance Fee and one half the Annual Subscription for that year. The Subscription rate for a Junior Member attaining Full Membership shall remain at the Junior Membership rate until the 1st March following.
 - c) Any Member who is more than four months in arrears in payment of subscriptions shall be deemed to have ceased Membership and shall be re-elected at the absolute discretion of the Committee.

5. Presidents and Vice-Presidents

The Club may elect a President and any number of Vice-Presidents at a General Meeting. Notice of nominations received for these offices must be included in the agenda for that meeting. The President and Vice-Presidents will hold office until the next Annual General Meeting.

6. Committee

- a) The management of the Club shall be vested in a Committee consisting of the following Honorary Officers:-
Chairman, Secretary, Assistant Secretary, Treasurer, Editor, Records Officer, Equipment Officer, Cave Rescue Organiser, Warden together with three Ordinary Members. All the Committee members except the Honorary Assistant Secretary shall be elected at the Annual General Meeting from the Members of the Club.
- b) The Committee shall have the power to co-opt any Member as Honorary Assistant Secretary, and any other two Members as additional Ordinary Members, and to fill any vacancies which occur. All the above have full voting rights.
- c) All the Committee Members shall retire at the Annual General Meeting following their election or co-option and shall be eligible for re-election.
- d) Five Committee members including at least two Club Officers shall form a quorum at a Committee meeting.
- e) The Committee shall co-opt a Conservation Officer who shall be a member of the Club and who shall have full voting rights on the Committee.

7. General Meetings

- a) The Annual General Meeting of the Club shall be held each year on the First Saturday in May, in order to:-
 1. Receive the Officers' reports.
 2. Effect the elections as required by the Constitution.
 3. Consider amendments to the Constitution or Rules.
 4. Discuss and decide on any matters affecting the Club.
 5. Appoint an Honorary Auditor for the year.
- b) An Extraordinary General Meeting shall be convened at the request of the Committee or on the requisition of twelve or more members. Such a meeting shall not be held without the presence of at least ten of the members requisitioning it, except in the case of an Extraordinary General Meeting called by the Committee when a quorum of the Committee must be present. The quorum for an Extraordinary General Meeting shall be twenty-four members. The business to be transacted at an Extraordinary General Meeting shall be set out in the notice convening the meeting and no other business shall be dealt with at the meeting.
- c) Notice of, and the agenda for, any General Meeting must be posted to all Members, in writing, at least fourteen days before the date of the meeting. Notice of motion, and nominations for the Offices of President, Vice-President and Honorary Life Members signed by six Full Members, must be received by the Honorary Secretary at least six weeks before the meeting, to be included in the agenda. Re-election of a Vice-President shall require one proposer and one seconder. Nominations for re-election of a Vice-President will be accepted at the Annual General Meeting.

7. Continued
- d) At General Meetings, decisions on Constitution changes and elections of President, Vice-President and Honorary Life Members may only be carried by a two-thirds majority of Members present. In either case the Chairman has a casting vote if required.
 - e) Full, Junior and both Joint Members all have full voting rights.

8. Finance and Property

- a) The Club may hold freehold or take on lease in the names of three Trustees, any land or any other premises for any of the objects of the Club and may sell, exchange, mortgage, lease or build upon same.
- b) The Club may not make any dividend, gift, division or bonus in money to or between any of its members.
- c) The Financial Year shall end on 31st January.

9. Disciplinary Procedure

The Committee may at its discretion expel or suspend for a specific period any member. The Member shall have the right of appeal to one only General Meeting of the Club.

An Extraordinary General Meeting for this purpose shall be convened at a time and place to be mutually agreed by the appellant and the Committee.

The Committee decision can be overturned only by a 2/3rds majority of the members present and voting at the General Meeting.

Pending appeal, the expelled or suspended member may not visit the Club nor use any Club facilities or equipment.

10. The Constitution

- a) The Constitution may only be amended by a General Meeting.
- b) Any proposal of alteration to the Constitution must be sent, in writing, and signed by two Full Members, to the Honorary Secretary at least six weeks before the General Meeting called to consider it.
- c) Any matter not provided for in the Constitution must be dealt with by the Committee, whose decision shall be final, unless altered by a General Meeting.

11. Dissolution

- a) The Club may only be dissolved at a General Meeting specifically convened to discuss the matter, and if two-thirds of the votes cast are in favour of dissolution.
- b) In the event of dissolution the assets of the Club will be entrusted to a suitable body for disposal generally in accordance with the objects of the Club as laid down in Article 2.

As amended at the Annual General Meeting 1979.

CLUB RULES

1. Members may stay at the H.Q. and take two guests without notice. No-one may stay more than fifteen nights in any thirty nights without prior written permission from the Hon.Secretary. All guests and visitors shall be over sixteen years of age.
2. Members wishing to have more than two guests, or visiting parties who wish to use the facilities of the Club, must apply to the Hon.Secretary who has the authority to accept a party or parties of up to twelve visitors. the first weekend in each month and any Bank Holiday periods are reserved for members and their guests, but Easter weekend is reserved for members and close family only. The Hon. Secretary may ask visiting parties for an advanced booking fee.
3. No visitor may use the facilities of the H.Q. more than four times without written permission from the Committee.
4. Men and women may sleep at the H.Q. in the designated quarters only.
5. Family Quarters (Cottage No.5) are reserved for members accompanied by their children, and Joint members where space permits. Children should eat and sleep in Cottage No.5 only.
6. The Hut Register shall be completed on arrival and appropriate fees must be paid to the Duty Officer.
7. Wet and/or dirty caving clothing and equipment must not be taken into the Hostel block, (Cottages Nos. 5 - 10).
8. Members and guests may be held responsible for any damage caused.
9. All users of the H.Q. shall make every reasonable effort to keep and leave the place clean and tidy. All perishable foods must be removed from the H.Q. on leaving. All damage to or loss of Club property should be reported to an appropriate Officer. Notices regarding the management of the H.Q. should be complied with.
10. No responsibility can be accepted by the Club for the loss of or damage to personal property.
11. There should be no undue noise between midnight and 6.00 a.m. Radios etc., shall not be used to the annoyance of others at any time.
12. Any person may be ejected from the H.Q. for breaking any of the above rules.
13. Pets may be brought into the headquarters only if they are kept strictly under control and provided that no person present objects to them being brought in.
14. Pets are not to be taken into the kitchen or dining room.
15. Explosive materials and diving cylinders shall not be brought onto Club property.
16. Persons participating in cave diving or the use of explosives shall do so entirely at their own risk.

INSTRUCTIONS TO DUTY OFFICERS

- DUTIES: 1. To maintain Club Rules and supervise running of the H.Q.
2. To administer the Destination Board System.

It is essential that a Duty Officer be available each weekend from Friday Night to 6.00pm Sunday. If you cannot turn up on schedule please phone the Secretary or Assistant Secretary. The Duty Officer must keep the keys safe at all times.

CAVE KEYS These are kept in the cupboard under No.8 stairs.

Do not issue keys until you have checked the details on the Tally Card. Route must be clearly defined and all names must be legibly written on tally. Check that tally is filled in completely. Put green copy on key hook in key cupboard and later, to file. Put white copy on destination board.

O.F.D.I key is available to O.F.D.I Leaders only.

O.F.D.II key is available to all SWCC members, holders of a current permit and to WSG members on production of a membership card.

CWM DWR key is available to all bona fide cavers, but should be returned before the party goes underground.

TUNNEL TOP key is available to all bona fide cavers.

DAN-YR-OGOF) Available to all SWCC members and D.Y.O. guest
TUNNEL CAVE) leaders. Permit cards must be handed in at D.Y.O.
Office.

LLETHRID SWALLET)
TOOTH CAVE) Available to all bona fide cavers.

AGEN ALLWEDD Key available to SWCC members only.

All keys must be signed in and out. Report missing keys to Secretary.

PANT MAWR may be visited by parties with a permit from the Secretary, or with permission from the Duty Officer.

Club Tackle, except Pant Mawr rawlbolts, is only available to members and must be issued by a Committee member.

Carbide must not be used in any cave under SWCC control. The Duty Officer should check that no party enters the cave with carbide.

The Duty Officer is responsible for initiating CRO procedures in the event of a party being overdue, or an accident reported. If you are not qualified to do this, telephone a CRO Warden (see Cave Rescue File) or seek advice from a more experienced member.

Instructions to Duty Officers continued.

COTTAGE FEES The Duty Officer must collect dues from members and visitors. Check the debtors sheet which should face the current pages and if the debtors are present, extract the money and cross out the debt. Then enter the payment on the current sheet. Unpaid guest-fees are almost impossible to collect so make sure that members pay for their guests. If, as Duty Officer, you cannot collect a members dues put an entry on the debtors sheet and mark the current sheet accordingly. Return the sheet and money to the Treasurer within one week.

GENERAL The Duty Officer should ensure that members and visitors keep the premises clean and tidy.

If there are letters at the cottage addressed to Officers who are not present, please forward them to the Officer's address.

The Duty Officer should try and get other members to volunteer for Duty Officer and enter their names on the rota.

The Duty Officer has full authority and responsibility and may require any member or visitor to leave the premises if his or her conduct is intolerable. The Duty Officer's decision is final subject only to appeal to a Committee Member.

.....

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Address List is concluded on p.14.