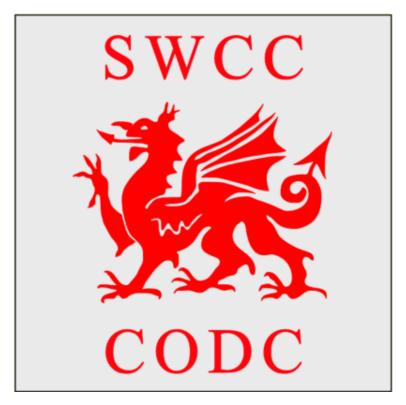
SOUTH WALES CAVING CLUB



CLWB OGOFEYDD DEHEUDIR CYMRU

www.swcc.org.uk

Penwyllt HQ Users' Handbook

January 2024

Table of Contents

INTRODUCTON	4
WHAT THE GROUP LEADER DOES	5
WHAT THE GROOT LEADER DOES	<u></u>
ARRIVING AT THE HQ	<u>6</u>
Access and Keys	6
SWCC LOCAL KEY HOLDERS	
Access to the Changing Rooms and Showers	_
OPENING UP	
0. 2.1.1.0 0	
STAYING AT THE HQ	<u>9</u>
Signing In	9
SWCC HQ LAYOUT	10
SLEEPING ARRANGEMENTS	
CENTRAL HEATING, HOT WATER AND DRYING	
KITCHEN AND COOKING ARRANGEMENTS	
CLEANING	
ELECTRIC VEHICLES.	
TELEPHONE AND WIFI	
PAYMENT	_
HUT FEES	
SUMUP SYSTEM	
Paying by SumUp	
Paying by Bank Transfer	
Paying by Cheque	14
DEPARTING FROM THE HQ	15
CHECK LIST	15
CAVING	16
CALL OUT ARRANGEMENTS	16
KEYS TO OGOF FFYNNON DDU (OFD)	
· ·	
CAVING - MANAGEMENT AND CONDITIONS OF OFD ACCESS	1/
APPENDIX A - EMERGENCY INFORMATION	18
Fire Alarm System	10
ELECTRICITY	
GUIDE TO THE CONSUMER UNIT	
WATER	
SEWAGE	19

GAS	19
APPENDIX B - USEFUL INFORMATION	21
HQ DETAILS	21
TELEPHONE NUMBERS FOR HELP	21
FIRST AID AND MEDICAL	
PUBS AND FOOD	22
APPENDIX C - HUT FEES FOR THE HQ	23
APPENDIX D - CODES AND PASSWORDS	24
SUMUP TABLET LOG IN DETAILS	24

INTRODUCTON

The South Wales Caving Club (SWCC) Headquarters (HQ) is available for use by Members, Guests and Visitors. This manual contains important information about the HQ and how to use it.

The HQ is run entirely by entirely by volunteers and works on the principals of collective responsibility, trust and goodwill. We ask that all those using the facilities respect these principles.

Visiting groups are requested to nominate a Group Leader to take responsibility for the management of their group and to help take care of the cottages and cleanliness of the facilities before departure, leaving the place in as good, or better, condition than when they arrived.

It is important to note that the agreement by the SWCC to allow groups to use the HQ does not include cave access permits nor access to cave keys. These must be arranged separately before arrival; how to do this is explained on the <u>Club web site</u>.

Enjoy your stay at South Wales Caving Club

WHAT THE GROUP LEADER DOES

The individual making the booking with the Booking Secretary will be considered the Group Leader unless otherwise noted. Their main responsibilities are to:-

- Supervise and manage the smooth running of the cottages during the visit.
- Manage the HQ key for the group and secure the building when leaving it empty at any time.
- Ensure that the people in the group sign in on the hut sheets to confirm who they are and what they owe.
- Ensure that all group-members pay the correct hut fees (Appendix C Hut Fees for the HQ) and either ensure that Card payment is made or deposit any Cheques through the letterbox of the library door and email treasurer@swcc.org.uk. The Hut Sheets should be annotated appropriately.
- Manage the evacuation, head count and alarm cancellation in the unlikely event of a fire alarm or fire.
- Manage the expectation of residents to help maintain the cleanliness and functions of the HQ so that it remains fit for purpose week by week.
- Take the responsibility of ensuring that the group observes the <u>Club rules which are displayed on the Club website</u>.

ARRIVING AT THE HQ

Access and Keys

- A key to the HQ front door is stored in a key safe situated in the alleyway that runs down between the centre of the cottages. Reach through the grill door on the left-hand side to find the key safe, enter the code and extract the key.
- The code to the key safe is available to members on the Web Site.
- Visitors will have been provided with the code by the SWCC Bookings Secretary as part of the booking process.
- If the key is missing or if there is a problem with the key safe you may collect one from a local key holder:-

SWCC Local Key Holders

SWCC Local Key Holders	
Lesley Davies	Tel. 01639 730771
	Mob. 07970 177621
Bryn Cerdd, Morgan Street, Caehopki	n, SA9 1TS
Grid Reference	Lat/Long
SN 822124	51° 47' 52" N 03° 42' 34" W
Annie and Simon Amatt	Tel. 01639 730336
135 Heol Tawe, Abercrave, SA9 1XS	
Grid Reference	Lat/Long
SN 824128	51° 48' 08" N 03° 42' 23" W
	many.opposites.crouching
Paul Quill	Tel. 01639 731407
22 Henneuadd, Abercrave, SA9 1XQ	
Grid Reference	Lat/Long
SN 814127	51° 48' 01" N 03° 43' 15" W
	deputy,crunches,quaking

The local key holders live on or quite close to the main road (A4067) South of the HQ. If possible, phone ahead before picking up the keys. Ask for the No.1 key.

Return the HQ main door key to the safe key to as soon as the Club is opened and when leaving the Club. If you have borrowed one from a local key holder, then it must be returned at the end of your visit.

NOTE: The HQ main door key will only give you access to the HQ, it will not give access to cave keys, see Caving - Keys to Ogof Ffynnon Ddu (OFD).

Access to the Changing Rooms and Showers

NOTE: This is a **different combination** to the code to access the key to the main HQ.

The door into Cottages Nos. 3/4 leading to the Changing Rooms and Showers has a digital combination lock.

Members may access the current combination from the members section of the Web Site.

Visitors will have been provided with the current combination by the Booking Secretary.

To open the door:-

- Press the 'C' button.
- Enter the four-digit code number.
- The door is now open.
- The code number must be re-entered every time the door is opened.

To open the door - free entry:-

- Press the 'C' button.
- Enter the four-digit code number.
- Press the 'F' button.
- The door is now open.
- The door can be opened again without re-entering the code number.

The current code number is displayed on the main notice board on the beige coloured sheet showing these instructions

To close the door when set for free entry and when locking up the HQ:-

- Press the 'F' button.
- Press the 'C' button.
- Close the door.
- The door is now locked.
- The code number must be re-entered before the door can be re-opened.

To close the door when set for free entry and when locking up the HQ:-

- Press the 'F' button.
- Press the 'C' button.
- Close the door.
- The door is now locked.
- The code number must be re-entered before the door can be re-opened.



Opening Up

If you are the first to arrive at the HQ or if not done already:-

- Proper the main front doors using the key taken out of the key safe or collected from one of the local key holders (HQ Keys).
- Switch on the electrical supply at the labelled trip switch on the fuse boxes high up in the Cottage No.7 corridor to the right as you go in via the main door.
- Turn on the Main Kitchen gas supply, slowly. The valve is at head height above the fridges. If Family Quarters is going to be used, switch on the gas supply in that kitchen as well. These valves are on when the lever is vertical in line with the pipe.
- Close all the fridges and dispose of any old food and expired rodents. In the Main Kitchen, switch on all five fridges or just two if the Club is not busy. There are switches over the worktops for fridges 1,2 and 3,4,5 and switched plug sockets under the worktops which should not be switched off.
- If you find any obvious damage or a security problem, tell the Warden as soon as possible (Telephone Numbers for Help) or inform a Committee member.
- You do not need to turn on the central heating and hot water at weekends as these are controlled by a time switch. Midweek visitors will need to override the boiler timer for heating and hot water (Staying At the HQ Central Heating, Hot Water and Drying).

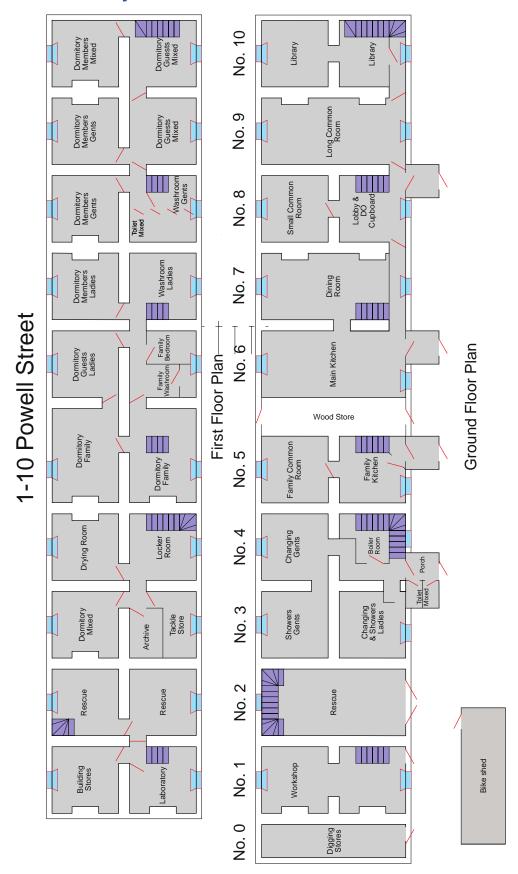
STAYING AT THE HQ

Signing In

- ➤ All Members, Guests and Visitors are asked to sign in on arrival even if only visiting the HQ for a short time. Please sign in individually, one person per line. Try to get groups to sign in consecutively. This will help when collecting money later.
- > Please ensure that when a new sheet is started that there is a duplicate sheet and a card protector beneath both to prevent copying through to the next set of sheets.

nt rate applies only to members of	f groups pre-book	ked via the	SWCC B	lookings	Secreta	iry				DUTY	OFFICER:-	
			Payment					SWCC				
Name	Status	Club	Club From	То	Nights	Cheque	Wall Box	SumUp	Card last 4 digits	Bank Transfer	Owings	
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SWCC HQ Layout



Sleeping Arrangements

All Members, Guests and Visitors should bring their own bedding and pillows.

The dormitories are designated for use as described in the diagram. However, all of these arrangements can be varied if required in consultation with the Operations Manager or a Committee member.

Members, or guests, with children have priority use of the family accommodation in Cottage 5. Members, guests or visitors not accompanied by children should not use cottage 5 when children are present.

No.6 (Rear) bedroom for Ladies is reached via the stairs off the corridor in Cottage No.7 by the main Dining Room.

Cottages Nos.9 and 10 (Front) mixed bedrooms are reached via Cottage No.8 or No.10 stairs.

Cottage No.8 toilets and bathroom has one cubicle for use by women or men. This can be accessed directly from the Nos.9 and 10 bedrooms.

Camping is allowed only on the grass on the far side of the car park.

Central Heating, Hot Water and Drying

- ➤ The central heating and hot water are timed to come on twice per day from Friday through to Sunday. Normally, this will be sufficient, and **you should not need to adjust the settings.**
- ➤ If you are resident during the week, or if the hot water is only lukewarm or cold, you can override the boiler. Pressing the buttons that are below the main fuse boxes in the Cottage No.7 corridor near the main door will turn the hot water and/or the heating on for two hours.
- ➤ Do not put dripping items directly into the Drying Room but let them drain for a while in the Changing Rooms first. Switch on the Drying Room dehumidifier; it will dry most of the clothing items in the room overnight provided they are not very wet. A Duty Officer or Club Member if present can turn on heat in the Drying Room using a key.
- In the event of gas being unavailable or a boiler failure, there is an electrical immersion heater that can be used to provide hot water only (and not central heating). The switch is inside the cage in the boiler room. The immersion heater is manually controlled and is not on a timer, but its thermostat will prevent any overheating.
- ➤ The combination for the boiler room lock is available from any of the Telephone Numbers for Help
- ➤ If a boiler reset is required, see the instructions by the boilers or contact somebody for help (Telephone Numbers for Help).

Kitchen and Cooking Arrangements

The HQ has a fully equipped main kitchen which those visiting the HQ are welcome to use. One of the ovens in the Main Kitchen is electric and the controls are complicated - but there is a user manual adjacent. To prevent the oven being left on inadvertently, it is on a 2-hour timer. To make the oven work, you must firstly press the button on the isolator situated under the bench and to the right of the oven itself. If the oven is turned off and you wish to use it again or if you cook for more than 2 hours, this button will have to be pressed again.

Cleaning

- Please clear up and leave the HQ in a clean condition at the end of a weekend.
- There are notices in the Main Kitchen indicating how and where waste should be disposed of. Recyclable waste should be separated and put into the appropriate bins. Outside, there are several bins for waste the smaller ones for recyclables and the large one for general waste. The key for the bins is hanging by the door to the main kitchen, and the bins should be left locked on leaving. Note: all recyclables should be clean before disposing. Paper towels and plastic film go in the general waste bin.
- ➤ Cleaning materials are in the Dining Room cupboard.
- Spare toilet rolls are in the cupboards in Cottage No.8 Gents Toilets and in Cottage No.7 Ladies Toilets.

Electric vehicles

- There is no facility for charging electric vehicles at SWCC.
- Electric bikes should be charged in the Bike Shed NOT in the HQ.

Telephone and WiFi

- ➤ The HQ has a telephone located downstairs in Cottage No.8 which Members, Guests and Visitors may use it to make UK landline and mobile calls free of charge. The HQ telephone number is **01639 730613**.
- ➤ If you need to talk for a long time, e.g. over 5 minutes, then please use your own 'phone or get the other person to call you back. Abuse of this facility may result in it being withdrawn.
- > In particular, users should ensure that they are not making calls to UK mobile telephones which are being used overseas as this will result in very high call charges for which SWCC will invoice the caller.
- ➤ To recover voicemails on the telephone you will need to enter a 4-digit PIN available in APPENDIX D CODES AND PASSWORDS.
- ➤ The signal strength for mobile networks at the HQ is very weak but there is a booster downstairs in Cottage No.8 which provides an adequate signal.
- ➤ WiFi is available at the HQ. The WiFi signal is best in Family Quarters and the Small Common Room, details in APPENDIX D CODES AND PASSWORDS.

Payment

All items to be paid for should be recorded on the hut sheet against the name of the purchaser. This includes merchandise and other items in addition to hut fees.

SWCC aspires to be a cashless organisation and the preferred, and most convenient, way to make any payments at SWCC is therefore by using the SumUp System. This involves contactless payment with the following benefits.

- no need to bring cash or a chequebook.
- no need to check how much to pay for each item.
- receipt email facility for expenses claims.

Hut Fees

Hut fees are charged per day and are based on the fact that HQ facilities are used as much during daylight hours as at night.

- The current fees are shown on the notice board and also in APPENDIX C HUT FEES FOR THE HO.
- A typical weekend, Friday night to Sunday afternoon is a 2-day payment.
- ➤ Use of the HQ for a full day and then the following day with 1 residential night is also a 2-day payment.
- An arrival during the afternoon of the day and departure on the following morning is a 1-day payment.
- Those under the age of 2 years stay free of charge. Child hut fee rates apply between the ages of 2 and 16 years, from 16 years upwards, adult fees apply.
- > Fees for camping or the use of a campervan are the same as for use of the cottage bedrooms.

SumUp System

The SumUp facility consists of a Tablet and the SumUp contactless card reader. Any visitor may log in to the 'pay only' function of SumUp using the following credentials. Once logged in, you will see icons representing the different items.

• Email: swccdutyofficer@gmail.com

• Password: SWCCofd1946

If the Tablet is in a locked condition, please refer to SumUp Tablet Log In Details.

Paying by SumUp

- Select the items to purchase.
- Choose the one of the pre-set quantity options of the item or edit the quantity when tapping once in your basket.
- Select to pay by contactless.
- Place your card over the SumUp reader when requested.
- Enter the last 4 digits of your 16-digit card number card against the payment amount recorded in the SumUp column on the hut sheet.

There is an option to receive a receipt by email if you wish. The system may request your PIN as a security measure.

Paying by Bank Transfer

Bank transfer payments made payable to "SWCC"; Sort Code 20-13-67; Account No. 30525340. Please provide payment within 48 hours of departure.

Paying by Cheque

Cheques should be payable to 'South Wales Caving Club' - not 'SWCC'.

If paying by cheques, please post these in an envelope through the letterbox of the library door and email treasurer@swcc.org.uk.

Unfortunately, we are unable to accept payment by cash for anything other than shower day-fees in the collection boxes.

DEPARTING FROM THE HQ

Check List

- Try to leave the HQ reasonably tidy and do not be scared to ask other people staying at the HQ to do some cleaning.
- Switch off the gas supplies to the Main Kitchen and the Family Quarters Kitchen if this has been used. Do not turn off the main gas valve on the outside wall of Cottage No.4 as this will stop the boiler from working.
- Switch off the electrical supply at the labelled trip switch on the fuse boxes high up in the Cottage No.7 corridor to the right as you go in via the main door.
- All fridges should be left clean and open to prevent mould. All perishable foods should be removed from the HQ before leaving.
- Bins should be emptied, and rubbish and recycling should be put in the relevant bins situated across the car park by the outside sheds. Replacement bin bags are kept in the Dining Room cupboard.
- Close all windows and then lock all outside doors.
- Replace any cave/HQ keys used from the key safes.
- Return any key borrowed from a local key holder.

CAVING

Call Out Arrangements

SWCC supports an IT based destination board / call out system based on an 'app' called the Digital Destination Board (DDB). This can be accessed using the monitor in the No 8 Lobby area or downloaded onto a mobile phone from the relevant 'app store' or QR code.



- > The DDB is monitored by a group of voluntary wardens who are automatically notified of overdue parties. They will take the appropriate action as soon as you exceed your call out time.
- > Use of DDB is free, please remember to cancel you trip on your safe return.
- If you are not using the DDB, please make your own call out arrangements, remembering to provide your call out with the following details:
 - the cave and route
 - all of the party members
 - car registration(s)
 - the key safe used.
 - your Club name.
 - your ETA.

Keys to Ogof Ffynnon Ddu (OFD)

- ➤ Keys to OFD are available from key safes located in the Cottage No.3 corridor near the Changing Rooms.
- If you have a permit and wish to enter OFD, you should obtain from the OFD Permit Secretary the 4-digit code to the details of the key safe you have been allocated.
- Please return this key to the correct key safe when you come out of the cave and lock the key safe by setting a random number. The Club will charge visitors for the cost of replacement keys if they are lost or not returned.
- Complete the log book which you will find by the key safes. Remember that you must have a permit in order to cave in OFD and that you should make your own call-out arrangements, even at weekends.

Caving - Management and conditions of OFD Access

The OFD Cave Advisory Group (OFDCAG) administers the logging and issue of keys to Ogof Ffynnon Ddu as part of the Club's responsibilities to Natural Resources Wales (NRW) and also for conservation purposes.

- Visitors should have obtained a permit in advance from the OFDCAG <u>Permit Secretary.</u>
- Specific access information by cave can be found at www.swcc.org.uk/joomla-swcc/caving/local-caves.

APPENDIX A - EMERGENCY INFORMATION

Fire Alarm System

- ➤ The HQ has an integrated fire alarm system with a control panel in the Cottage No.7 passageway adjacent to the lobby. In the event that the alarm goes off:-
 - Evacuate the HQ and check that everyone is out.
 - Press the silence alarm button then identify the zone and cause of the alarm (smoke or manual activation point)
 - Call the fire and rescue services if necessary.
 - If the incident is over, cancel the alarm by cancelling the zone indicator, red LED first, then reset the system.
 - Inform the Warden (Telephone Numbers for Help) with all the details of the incident.

Information relating to the fire alarm system, along with the call point cancel code, is in the file above the fire alarm panel.

Electricity

- ➤ Inside the buildings, the circuit breakers are:-
 - In corridor to the right of the Main Kitchen (Cottage No.7)
 - In Family Quarters above the porch area (Cottage No.5)
 - In the Workshop (Cottage No.1)
- > Outside the buildings, the circuit breakers are:-
 - In the porch of Family Quarters (Cottage No.5). These circuit breakers control the electrical supplies to the vehicle pit, kit washdown area, outside building stores and sheds.
 - In the main porch (Cottage No.7). This circuit breaker controls the electrical supply to the campsite.

Guide to the Consumer Unit

Each circuit is protected by a circuit breaker (MCB) and each group of circuits is protected by a Residual Current Device (RCD). An MCB is designed to operate when high currents are detected, e.g. a short circuit caused by a faulty appliance.

To reset a tripped RCD or MCB - make sure the lever is fully down then push upwards.

Fault finding - when an RCD or MCB keeps tripping, unplug all appliances and turn off all switches, for example lights, cooker, shower etc. For an RCD, also turn off all its associated MCBs at the consumer unit. One at a time turn back on the MCBs and then one at a time turn on the switches and, one at a time, plug in the appliances. If at any stage an RCD or MCB trips, then this shows where the fault lies. Usually, it is caused by a faulty appliance, e.g. a cooker or by water entering an outside light. You should report any faulty appliances to the Warden (Telephone Numbers for Help).

If there is no electricity available, inform the local authority responsible for electricity supply (Western Power Distribution) Tel. 0800 052 0400.

Water

- ➤ Outside the buildings there is not one single stop tap for all the cottages.
- ➤ There is a double manhole cover just inside and to the left of the main gate as you come in. The stop tap in there controls the water to the washdown area only.
- ➤ Inside the buildings there are three shut off points:-
 - In the corner of the Tackle Store (upstairs, Cottage No.3). This feeds the roof tanks above Cottages Nos.3 and 4
 - Under the Family Quarters sink (Cottage No.5). This feeds the No.5 kitchen.
 - Behind the fire door downstairs in the lobby (Cottage No.8). This feeds the roof tanks above Cottage No.9 and the Main Kitchen.
- > If there is no water coming out of the taps:-
- The water comes from holding tanks up the hill. In periods of either drought, sub-zero temperatures, or after very heavy rain when the inlet to the holding tanks can block with vegetation, the supply may fail. Water will continue to be available for a period from the bulk tank through some of the taps until it runs out.
- ➤ Under these circumstances, you should use this water sparingly. You can arrange for drinking water to be brought up the hill from e.g. one of the local key holders.

Sewage

- ➤ The cover of the septic tank is located at the top of the camping area, close to the electricity hook up point.
- ➤ If the tank overflows, hose away the excess and inform the Warden (Telephone Numbers for Help) that a pump out is required.

Gas

- ➤ In an emergency, the main gas supply can be isolated with the main gas valve/regulator outside Cottage No.4 in the Family Quarters Garden.
- ➤ Do not close this valve except in an emergency as it will shut down the domestic hot water and central heating systems. When the valve handle is at right angles to the pipe the supply is turned off.
- The gas can be turned off at the bulk tank as well.
- ➤ The Calor Gas customer services telephone number is 0345 609 6206. The SWCC Account No. is 40243365 and the Delivery Point Reference is 40243373.
- ➤ The Calor Gas emergency telephone number is 0345 744 4999.
- ➤ The gas comes from a bulk tank behind the Outside Building Stores and sheds. It is refilled on an automatic ordering system and should not run out at any time. If you suspect that the tank may be running low, you can check the contents gauge on the top using the yellow key on the DO key ring to undo the cover.
- > If gas is not reaching the kitchens or the boiler has gone out, check the supply as follows:-
 - Ensure there is gas in the tank by looking at the gauge.
 - Check that the valve on the tank top is in the open position.
 - Check that the main gas valve/regulator outside Cottage No.4 in the Family Quarters Garden is on (lever in line with the pipe)
 - Check the gas valves to the boiler and/or kitchens are on
- ➤ If there is gas in the bulk tank but it is not coming through, the most likely cause is an *Under Pressure Shut Off* condition (UPSO).

- ➤ UPSO is a safety feature that trips when a gas valve has been opened very quickly and there has been a rush of gas into the system. It can be reset as follows:-
 - Shut off all hobs, ovens and kitchen wall gas valves
 - Go to the main gas valve/regulator outside Cottage No.4 in the Family Quarters Garden.



- Unscrew the reset on the left-hand side of the valve
- Withdraw the reset to the left then screw it back in again.
- The tell-tale in the window of the reset will now show green, indicating that gas is available again.
- Turn on the kitchen wall valves.

APPENDIX B - USEFUL INFORMATION

HQ Details

- ➤ The HQ address is:
 - o 1-10 Powell Street, Penwyllt, Swansea, SA9 1GQ.
- ➤ The HQ is at
 - o Lat/Long 51° 49' 33" N

03° 39' 40" W

- o Grid Reference SN 856154
- What3Words: teaspoons.respect.backyards
- ➤ The HQ telephone number is 01639 730613

Telephone Numbers for Help

If you have any problems help is available from:-

Graham Christian (Warden) <cottagewarden@swcc.org.uk></cottagewarden@swcc.org.uk>	Tel. 01306 883846 or 07958 198257
Paul Meredith (Operations Mgr.)	Tel. 01202 861808 or 07748 394 531
Lesley Davies (Local Member)	Tel. 01639 730771 or 07970 177621
Keith Goodhead (Bookings) <bookings@swcc.org.uk></bookings@swcc.org.uk>	Tel. 01874 610080

First Aid and Medical

- > There is a First Aid kit in the Small Common Room.
- ➤ The nearest doctor is the Ystradgynlais Group Practice, Abercrave Health Centre, SA9 1XP, Tel. 01639 730225.
- ➤ The nearest hospital is Morriston, Swansea SA6 6NL, Tel. 01792 702222.

Pubs and Food

PUBS						
The Copper Beech	Abercrave, SA9 1XS	copperbeechinn.co.uk 01639 730269				
The Abercrave Inn	Abercraf, SA9 1XS	abercraveinn.co.uk 01639 731002				
The Ancient Briton	Pen-Y-Cae, SA9 1YY	ancientbriton.co.uk 01639 730273				
Pen-Y-Cae Inn	Pen-Y-Cae, SA9 1FA	penycaeinn.com 01639 730100				
The Gwyn Arms	Pen-Y-Cae, SA9 1GP	01639 730310				
Tafarn-Y-Garreg	Pen-Y-Cae, SA9 1GS	tafarnygarreg.co.uk 01639 731415				
FOOD						
Tiffin (Indian)	Ystradgynlais, SA9 2JX	01639 842144				
Central House (Chinese)	Ystradgynlais, SA9 1NT	01639 842824				
The Old Temp (Fish & Chips)	Ystradgynlais, SA9 1HD	01639 416329				
Marianos (Fish & Chips)	Ystalfera, SA9 1HD	01639 845675				

APPENDIX C - HUT FEES FOR THE HQ

Effective from Jan 3rd, 2024

Members visiting the HQ primarily on Club business i.e. Club administration, HQ servicing or repair work.	free
Also, residential stays of Members' children under 2 years old	
Non-resident Visitors using only the changing facilities With or without shower use	£2.00
Payment in a shower box or SumUp solo machine in Cottage No 3 (changing room) lobby.	
Non-resident Members and their Guests - Day Use For use of any facilities on recreational day visits to the HQ. Payment in the post box in the Cottage No.8 lobby area.	£2.00
Members, Provisional Members and Reciprocal Members With proof of membership of Bradford Pothole Club, Bristol Exploration Club, Cave & Crag Club, Craven Pothole Club, Mendip Caving Group, Orpheus Caving Club, Red Rose Cave and Pothole Club, Shepton Mallet Caving Club, Wessex Cave Club, or Yorkshire Subterranean Society.	£8.00
Includes Junior/Provisional Members over 16 years of age. Residential day [
Any members acting as a Duty Officer is exempted from paying the hut fee for each night they act as DO.	
Children (under 16 years) of a Member, Provisional Member or Reciprocal Member Residential day.	£3.50
All other resident Guests and Visitors Residential day.	£12.00
Children (under 16 years) of a Guest or Visitor Residential day.	£6.00
Resident Students in a group that has pre-booked with the SWCC Bookings Secretary	£9.00
Non pre-booked Students pay Guest/Visitor rates. Residential day.	

APPENDIX D - CODES AND PASSWORDS

Telephone voicemail PIN – 1946 HQ telephone number - 01639 730613 WiFi network - SWCC - Internet Access WiFi password - penwyllt2016

SumUp Tablet Log In Details

- Tablet Unlock code: 2977
- If the Google account needs resetting please contact the Treasurer, [treasurer@swcc.org.uk]