



**Jubilee Wood Scout Campsite  
And Youth Activity Centre**



**Facilities, Booking Form, Rules and  
Information**

**Be Young, Have Fun, Live Scouting!**

**Website:** <https://www.wiltshirewestscouts.org/>

**Facilities** The 14 acre site is planted with over 8000 native deciduous trees, laid out in the shape of a crown to mark the Queen's Diamond Jubilee in 2012. There are a number of clearings, a camping area with hard standing for 4 altar fires, a separate activity area, camp fire circle, Scouts Own Chapel, a covered Interpretation Centre with information boards, Cub Hut, storage container and toilets. We have parking for over 30 cars.

Guided wildlife walks and other activities can be organised on request.

**Camping** should be confined to the camping ground and please make sure that all pegs are collected when you leave – these can cause serious injury if caught in the mower.

**Booking** The booking form at the end of this booklet must be signed by the Camp Leader and returned to the Bookings Secretary with the deposit of £10.00 no later than 14 days before your proposed dates. The person signing the form will be responsible for the care of the site and all those using the facilities.

Given the size of the site and the fact that we wish to make maximum use of the facilities, we reserve the right to book day and evening visits at the same time as other Groups may be camping. We expect both parties to manage this in a spirit of cooperation.

**Keys:** The booking secretary will issue you with keys to the gate and to the Storage Container. There are three padlocks on the gate, ours is the smallest with a coin stuck to it. The second gate has a combination padlock. All the other keys are held in a key safe on the back wall of the container. The key to this is in a combination safe adjacent to the key safe. Remember to get the combinations when collecting the keys.

**Vehicles** Please drive slowly. There is space to park 22 cars in the car park, with space for others beside the drive and in the large turning circle inside the gate. Vehicles are not permitted beyond the drive and car park; there is a trolley to move heavy items about the site.

**Events** If your event will require large numbers of parents to deliver and collect young people, you **must** set up a traffic management system to ensure their safety on entering and leaving the site. Please discuss your proposed arrangements with the warden, John Cox, who will let you have a copy of our Traffic Management Plan and arrange for the gate to the Biss Wood drive to be opened.

**Gates:** To prevent others using the car park, please keep both gates closed at all times. There is a road side sign to guide visitors. For safety reasons, please do not allow anyone to climb the gates or fences.

**Interpretation Centre and Cubby Hole** are there for use by visitors but please do not cook or set naked lights inside either of the structures. There is a paved area

nearby with an altar fire for central cooking and BBQs and an adjacent fire pit.

**Dogs** are not permitted.

**Rubbish** All refuse is to be taken away with you – we have no collection. Wet and dry pits are not permitted

**Waste Water:** please use the disposal point adjacent to the water stand point. Empty and clean the filter regularly after use.

**Drinking water: All the taps supply potable water.**

Please turn the water on at the meter located under the large manhole cover on the right of the entrance drive, (you will need a large screwdriver to lift it) a few metres in from the A350 and turn it off when you leave.

In winter – to avoid any more burst taps and pipes, the toilet block must be drained down when you leave.

On Arrival - close all taps in the three toilets and kitchen sink. Open the stop cock in the back of the Gent's toilet. (one quarter turn downwards)

On Departure – close the stop cock and then open all taps and press the flush in the urinal

As the supply is metred and costs 2p per litre, water games are not permitted.

**Toilets:** These drain into a septic tank. To avoid blockages, please do not dispose of anything other than toilet paper into the system and please use only septic tank friendly cleaning materials. For example, products containing bleach will kill off the bacterial action in the

tank and generate very noxious fumes – you have been warned!

Please leave the facilities as you would wish to find them  
**and turn off the lights**

**Electricity:** The buildings are lit by solar powered batteries. This 12 volt DC supply is only capable of supporting the lights which have been fitted– use power wisely and rely on your own generator if you have other demands for power. There is a telephone charging point beside the disabled toilet

**Firewood:** Please be economic in your use of firewood – only burn it when you really need to and do not burn green wood

**Games:** Paint Ball Games, Fireworks and Chinese lanterns are not permitted. Games in Biss Wood are restricted to the areas designated by the warden, according to the season.(see below)

### **Use of Biss Wood**

Biss Wood is classed as Ancient Woodland and is home to a wide variety of flora and fauna, many of which are either endangered or are very rare species. The wood is owned by Wiltshire Wildlife Trust, with whom we are developing a close relationship. The Trust allows those using Jubilee Wood Camp Site to conduct certain activities in Biss Wood, on the strict understanding that certain common sense rules and behaviour requests are followed.

**Please ensure that your members understand and follow these rules at all times**, failure to do so will almost certainly result in your Group being banned from entering Biss Wood, and may well affect other users.

- Explore the woodland but keep to the paths to prevent disturbance to wildlife
- All wide games and other activities such as den building should be confined to designated areas. These areas will change according to the season, so please consult the Jubilee Wood Warden before mounting any activity in the wood. He will make the necessary arrangements with the Wildlife Trust
- Leave nothing but footprints - take your litter home with you
- See if you can spot bird and bat boxes. You may see birds flying in and out - but please don't disturb them.
- Enjoy building dens but please remove them at the end of the session.
- Only access the site through the main gates.
- Take photos of flowers and fungi if you like, but don't pick them - leave them for others to enjoy and do not damage trees and shrubs.
- Record all wildlife and keep a log.
- Vehicles are not permitted



## **Risks and Accidents**

Our Site Safety Policy is at [https://f472a68f-2dee-41e2-a848-af2a21e58fd0.filesusr.com/ugd/ac401c\\_fe782500c00d444994e53a3fae6d4a85.pdf](https://f472a68f-2dee-41e2-a848-af2a21e58fd0.filesusr.com/ugd/ac401c_fe782500c00d444994e53a3fae6d4a85.pdf) Those booking the site are responsible for their own safety and well-being. A generic site risk assessment is available on our website. [https://f472a68f-2dee-41e2-a848-af2a21e58fd0.filesusr.com/ugd/ac401c\\_371a7601506c4488a6f3f0a552fd5b9c.pdf](https://f472a68f-2dee-41e2-a848-af2a21e58fd0.filesusr.com/ugd/ac401c_371a7601506c4488a6f3f0a552fd5b9c.pdf). You are responsible for producing your own assessment for your visit. Please note that there is a deep pond, a stream with steep banks on the north eastern boundary and a number of ditches, mostly near the perimeter, which is fenced with barbed wire.

Please inform the site management of any incidents or near misses and damage which occur so that the possible need for remedial measures can be considered.

Bath Royal United Hospital - 24hr A&E Dept  
Combe Park, Bath, BA1 3NG (Grid Reference: ST 728  
657) 01225 428331

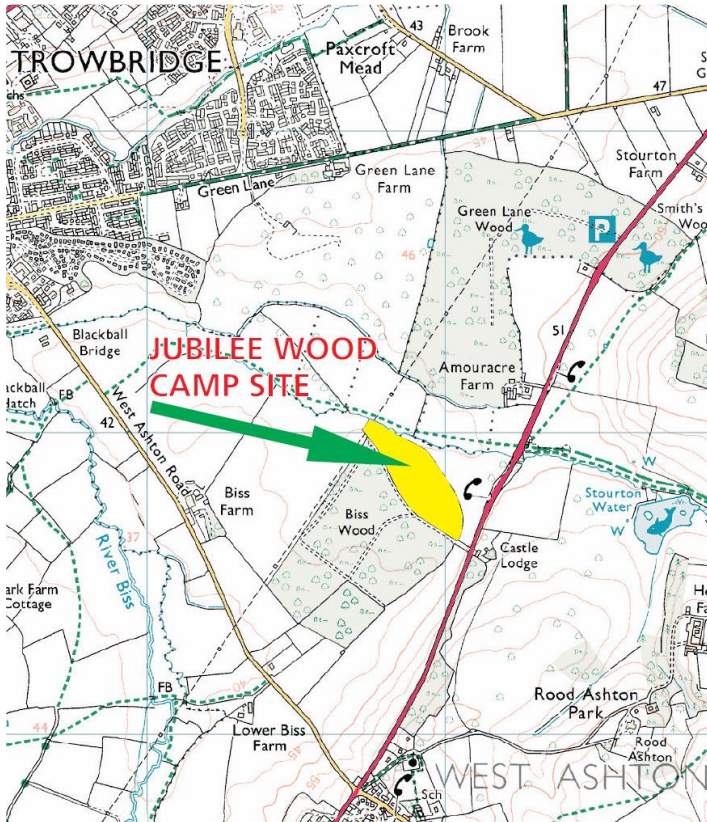
Minor Injuries Unit (24 hrs): Trowbridge Hospital,  
Seymour Road BA14 8PH 01225 752558

GP: Roundstone Surgery, Polebarn Circus, Trowbridge  
BA14 7EH 01225 4778952 out of hours 111



## Location

Postcode BA14 6DH    Grid Reference: ST880567  
Near Trowbridge, just off the A350 Westbury to  
Melksham road about 1km east from the West Ashton  
traffic lights. The site entrance is at the end of a short  
tarmac track, opposite Long's Park Castle Lodge  
Please take care pulling off/onto the A350 as the road  
can be very busy and drive *SLOWLY* along the track



## **Local facilities**

**Swimming Pools and Sports Centres:** Westbury, Frome, Trowbridge, Bradford on Avon, Warminster and Melksham

**Supermarket:** Small supermarket within walking distance along public footpaths at Leap Gate

**Cinema:** Trowbridge **Castle:** Farleigh Hungerford

**Safari park:** Longleat

**Warminster** (Park with boating lake)

**River Avon** for canoeing and fishing (free access from Tellisford and Bradford on Avon).

Larkrise Community Farm (adjacent to Biss Wood)

**Archery and shooting:** can be arranged on site– contact Sam Foster 01225 864061

**Horse Riding and Pony Trekking for groups:** White Horse Equestrian Centre, Westbury

<http://whitehorseequestriancentre.com>

**Camping Equipment;** BCH Camping 8 - 12 Islington, Trowbridge, BA14 8 QE <http://www.bhcamping.co.uk>

## **Booking Fees**

Day Visits, Per Session (morning, afternoon or evening):  
Scouts & Guides £7.50, other organisations £15.00 All  
day £20 for Scouts, £40 for others

Camping (per section of a Group or Organisation)  
First night £30.00 then £25.00 per night thereafter (if  
total numbers are less than 10, the fee is reduced to  
£20.00 per night)

## **Site Management**

Booking Secretary: Michael Gamble, 6 Carisbrooke  
Crescent, Trowbridge, BA14 7PA. 01225 765035  
[michael.gamble9@btinternet.com](mailto:michael.gamble9@btinternet.com)

Chairman, Jubilee Wood Management Committee:  
Brian Fitchett, 17 Imber Road, Bratton, BA13 4SH  
[bejay7@btinternet.com](mailto:bejay7@btinternet.com) 01380 830314

Site Manager: John Cox, 25 Deverell Close, Bradford on  
Avon, BA15 1UZ 01225 864270  
[jandbcox@hotmail.com](mailto:jandbcox@hotmail.com) [07973 678487](tel:07973678487)

## **Badge**

The badge depicted on the front cover is available from  
the Booking Secretary, price £1.00. Please order these  
when you book.

## JUBILEE WOOD BOOKING ENQUIRY FORM

I have read and understood the information booklet and agree to abide by the rules and conditions. As the person booking the site, I also accept full responsibility for its welfare and I understand that it is my personal responsibility to ensure the safety etc of those in my charge.

<b>Name of Scout Group or other organisation</b>											
<b>Unit within Scout Group</b>											
<b>Your position in organisation</b>											
<b>Scouts/Guides:</b>											
<b>Nights Away Permit Holder</b>											
<b>Scout District</b>											
<b>Brief description of planned activity</b>											
<b>Do you require access to Biss Wood (see P 4/5/6)</b>				<b>YES</b>		<b>NO</b>					
		<b>DD</b>		<b>MM</b>		<b>YY</b>		<b>HH</b>		<b>MM</b>	
<b>Date/Time of Arrival</b>											
<b>Date/Time of Departure</b>											
<b>Overnight camping: Please state numbers expected</b>											
<b>Your Name in Full</b>											
<b>Your Contact address</b>											
<b>Postcode</b>											
<b>Your telephone number</b>											
<b>email address</b>											
<b>Number of Camp Site Badges required @ £1 each</b>											
<b>I enclose a deposit of: £10 or £5 for day visits</b>											
<b>Your signature</b>								<b>Date</b>			
<i>Cheques should be made payable to: Wilts West District Scout Council, Jubilee Assoc</i>											

## ACKNOWLEDGEMENT

<p style="text-align: center;">I confirm that I have reserved Jubilee Wood Camp Site for the dates and times indicated and acknowledge receipt of your deposit of</p>	£
<p style="text-align: center;">The balance of:</p>	£
<p style="text-align: center;">should reach me by: (otherwise the keys may not be made available to you)</p>	

Keys should be collected from me at  
6 Carisbrooke Crescent, Trowbridge, BA14 7PA.  
The keys will only be issued to a properly authorised leader.  
They must be returned promptly.  
You can collect the keys from me on the following date/time  
(please let me know if the time stated is not convenient)

	<b>DD</b>	<b>MM</b>	<b>YY</b>	<b>HH</b>	<b>MM</b>
<b>Collect Keys</b>					
<b>Bookings Secretary</b>					

In case of difficulty, please contact me or one of the members of the management committee listed on page 10 of this booklet – we would far rather be asked if you are unsure of anything than have to repair any damage