

## APPENDIX 8

Dear Sir/Madam,

I'm writing to inform you that on Saturday 16th November, Cambridge University Scout and Guide Club (CUSAGC) will be running a hike called Marathon Challenge based in Clavering and running through the surrounding villages. We would be grateful if you could contact us if you have any concerns or questions regarding the event which are not answered by this letter. Similar information has been sent to the Cambridgeshire police and to all significant landowners/tenants near the route.

The event is a competitive hike for members of the Scout Association, Girlguiding UK and SSAGO aged 14 and over; each year we move the event HQ and this year we will be based in Clavering Village Hall. Participants are in 15 teams of 4-7, and we anticipate there will be 75 people in total, plus about 15 staff. Teams are given grid references for the checkpoints and must choose their own route. Parking should not cause a problem due to the available car park at the Village Hall; we will monitor the situation and supervise parking as necessary, but in most cases we anticipate teams will be dropped off and then the person who has brought them will leave. There will be no need to control traffic on the roads. To minimise disruption, teams will be set off at staggered intervals between 9:30 and 11:55 and the final team should be finished before 21:00.

In addition, there will be bases staffed by members of CUSAGC, where participants will be challenged to perform tasks. The bases enable us to keep track of team progress and navigation and to ensure their safety (each base will have first aid kits and a first aid-trained staff member, as well as facilities for making hot drinks). Bases and mobile staff are all in constant radio contact with HQ so we are able to act rapidly if there is a problem, and if a team has not been heard from for more than two hours we begin to look for them, as well as trying to establish contact by phone. Similarly, teams are told to contact us if they are lost or are approaching the two hours and each team will be carrying a mobile phone.

The event is covered through CUSAGC's public liability insurance with Unity, via the Student Scout and Guide Organisation (SSAGO) and we can send you further details if you wish.

Teams are expected to be navigationally competent. Teams are also briefed before setting out of the importance of staying on public rights of way, keeping disturbance to a minimum, observing the country code, following instructions and obeying other event rules; teams who do not obey rules or whom we have received a complaint about from the public are liable to be disqualified, picked up and returned to HQ. Participants undergo a full kit check to ensure they have suitable clothing, emergency kit and provisions, and we also check their awareness of road safety.

On the day, HQ in Clavering Village Hall will be contactable on 07939 510585, and my personal mobile number is 07760 443666. Locals are being made aware of these contacts and we have asked them to contact us if they have any concerns during the event.

Thank you for taking the time to read this; please do get in touch if you have any questions which we have not answered in this letter or if you believe we have missed something important.