



THE YORKSHIRE RAMBLERS' CLUB
EXPLORATION, MOUNTAINEERING AND CAVING SINCE 1892

LOWSTERN HUT HANDBOOK



**ALL HUT USERS ARE REQUESTED TO FAMILIARISE THEMSELVES WITH THE
CONTENTS OF THIS HANDBOOK ON ARRIVAL**

PLEASE DO NOT REMOVE FROM LOWSTERN

LOWSTERN

Lowstern is a spacious, purpose-built building that serves as the headquarters of the Yorkshire Ramblers' Club. After recent improvements, Lowstern is amongst the finest premises for cavers, climbers and walkers in the Dales. The well-equipped cottage is in a secluded position in a small wood surrounded by farmland about half a mile from Clapham village, North Yorkshire with a fine open view to the Bowland fells. The southern and western Dales provide many opportunities for walking and climbing, as well as the adjacent Bowland Fells. Lowstern is ideally placed for access to Ingleborough and its caves and potholes, with the other caving areas of Craven just a short drive away.

Access

Grid reference: SD 7366 6905 Post Code: LA2 8HL

Lowstern is situated in a small plantation less than 400m along the B6480 Clapham/Bentham road leading SW from the A65 Clapham bypass. Access is through double wooden gates along a short track to the building and car parking area.

Parking

There is ample parking. Please keep the gate closed at all times. As the farmer may require access to the field beyond the building at any time, it is important that the track is kept clear at all times.

Facilities

- Modern kitchen with two gas cookers, two microwave ovens, two refrigerators, hot water heater and full catering equipment.
- Dining room, with gas fire, folding tables and chairs for a long table setup for large groups.
- Comfortable spacious lounge with open fire and easy chairs.
- Three dormitories with bunks, mattresses and pillows.
- Upstairs and downstairs washrooms each with two hand-basins, shaver point, toilet and shower.
- Drying Room with heater, dehumidifier and spin dryer.
- Sluice Room for potholers and their tackle. Two cold showers.
- Library for use by YRC Members.
- Potholing tackle store for use by YRC Members.

For Urgent On-Site Problems

Contact the Lowstern Hut Warden Richard Sealey on 01543 674012 or 07895 026402 during reasonable hours only depending on the nature of the problem. If Richard Sealey is unavailable, please contact Ged Campion on 015242 42522.

Key Safe

Lowstern has a key in a key safe accessed by a combination lock. The code is changed regularly. The key safe is located on the wall opposite the front door adjacent to the sluice room on the right-hand side. Please close the door and scramble the combination to hide the code each time the key safe is used.

There should be two keys in the key safe. Please inform the Hut Secretary if this is not the case.

Responsible Person

Hut bookings are only accepted only from groups who designate a "Responsible Person" for the purposes of health & safety and fire regulations. This will normally be the group or meet organiser and should be the first name entered in the Hut Log Book (see below). He/she must make himself/herself familiar with the fire safety systems and other important information in this Hut Handbook on arrival.

Registration in Hut Log Book

On arrival, visitors must fill in the names of all members of their party and their full club name(s) (as there are several clubs with the same initials), together with arrival and leaving dates in the Hut Log Book. This is essential if there is an emergency. Leave the Number of Nights column free if necessary, but ensure you complete this on departure. Please remind any other occupants who have forgotten to sign themselves in.

Lowstern Hirer's Responsibilities

The hirer of Lowstern is responsible for taking reasonable care of buildings, furniture and equipment whilst in residence, these must be left clean and tidy before departure (see Leaving Check List below).

Accommodation

- Dormitory 1: Reserved for YRC members at all times – sleeps 6 persons in two-tier bunks
- Dormitory 2: sleeps 12 persons in two-tier bunks. Also two spare mattresses.
- Dormitory 3: sleeps 4 persons in two-tier bunks.
- Clean pillow-cases are available in each dormitory.
- Mattresses must not be taken out of dormitories.
- Camping is permitted but only in the grounds of Lowstern plantation.

Young Persons

Any young persons under 18 must be accompanied by a parent or an adult *in loco parentis* who has formal written permission from the parents of the young person supervised.

Telephones

Most mobile phones work in or outside the building. The nearest public phone is in the village of Clapham, near the New Inn.

Water Supplies

Hot water is supplied by a combi-boiler in the downstairs washroom. Cold water inlet pressure supply may be low at times, so there are storage tanks in the roof spaces. The water is then pumped to the water outlets. There is a single tap in the kitchen intended for drinking water fed off the main supply.

Frost Protection

There is no need for any special frost protection measures as a frost thermostat takes over in extremes of cold weather.

Drainage

All water from the sinks, showers and toilets is collected in a septic tank in the adjacent field. No bleach may be used and detergent use should be sparing. Only human waste and toilet paper may be flushed down the toilet. All other items e.g. wet wipes, sanitary products and items that are marketed as 'flushable' or 'biodegradable' must not be flushed and must be disposed of in the normal rubbish and taken away.

Electricity

There is a limited electricity supply to the hut. Only the appliances provided should be connected to the mains. It is acceptable to plug-in hair dryers, phone chargers and other items with a low wattage, but no heating equipment is allowed. If the supply is overloaded the trip(s) in the consumer unit will trip out and will need resetting. This is the main switch to the left of the consumer unit to the right of the front door. The supply must be left on at all times.

Gas

Gas is supplied from a propane tank outside the cottage. The supply is permanently on, so when leaving the hut at any time please make certain that all gas appliances are turned off.

Heating and Hot Water

Hot water is available from 06:30-23:30. The central heating system is normally switched on between Monday to Friday from 06:30-07:30 and 19:30-21:30; Saturday and Sunday from 06:30-09:30 and 18:30-22:30.

If you require more hot water, or more heating, please use the control box in the corner of the downstairs washroom to initiate a boost up to two hours. Please follow the instructions carefully. Do not interfere with the central heating combi-boiler.

Cooking

Two cookers (2 gas ovens/8 gas rings/2 gas grills) are provided together with two microwave ovens and a plumbed-in electric hot water dispenser, kettles and toasters. Please use the kitchen extractor fan when cooking. A comprehensive set of catering equipment is provided together with assorted crockery, cutlery and glasses for 25 visitors.

Washing-Up

Please use the kitchen extractor fan when washing-up. Clean tea towels are available. Please place the dry, dirty ones in the laundry bin provided in the in the downstairs washroom.

Rubbish

There is no rubbish collection from Lowstern, so all visitors are requested to take their rubbish, waste and recycling away with them for disposal in appropriate facilities. Lost Clothing is kept in a bag in the loft and is periodically dumped if unclaimed.

Washing and Showering

Automatic extractor fans should operate when showering but may may need to be turned on and off manually. If there is no hot water, please use the control box in the corner of the downstairs washroom to initiate a boost as mentioned above.

Lounge - the Cliff Downham Room

Please bring your own kindling and logs or coal. Some logs are available from the outside store, but on no account may wood be taken from the plantation. Do not over-stack wood on the open fire in the lounge. Always use the fireguard provided when the room is not in use, especially at night, when out or vacating the premises. A larger fireguard is provided for use when young children are at Lowstern. This is kept in the Drying Room.

Drying Room

The Drying Room has a heater, a dehumidifier and a spin dryer. The condensate collected from the dehumidifier is piped to a drain. Detailed instructions are located on the wall above the heater in the Drying Room. Keep the door closed.

Fire Precautions

- When you arrive, it is important that you record the names of all visitors in the Hut Log Book.
- Familiarise yourselves with the location of all the exits and all fire extinguishers in the building.
- No smoking is permitted inside the building.
- Ensure one or more mobile phones have reception for emergency use.
- A fire extinguisher and fire blanket are kept beside the cookers.

- Fire extinguishers are also located in all other rooms.
- Always use the fireguard when the lounge is not in use.
- When you leave please ensure that the gas fire in the Dining Room, the gas ovens and cooker rings and the Drying Room heater are all turned OFF.

In the Event of Fire

- In the event of fire or the fire alarm sounding exit by the nearest door leading outside.
- Ensure that everyone in the hut is alerted to it.
- Assemble on the car park.
- Carry out a role call using the Hut Log Book to enable you to check that everybody is out of the building.
- Fire extinguishers are located in all rooms.
- If the fire is small, attempt to extinguish it if it is safe to do so, otherwise summon the Fire Brigade by mobile phone.
- The address is Lowstern, B6480 Bentham Road, 500m from A65 Clapham Bypass, Post Code LA2 8HL. Meet the Fire Brigade at the gates.

General Safety

We believe that we maintain Lowstern as a generally safe place for the accommodation of visitors. There are hazards, but in general they will be obvious and in many cases no different from what is to be found in a home. Thus many of the floorings may be slippery if footwear is wet; the hot water can be extremely hot; the open fire in the lounge when lit is an obvious risk; the bunks and their ladders if not sensibly used harbour obvious risks. Whilst we welcome accompanied and supervised children as guests, the cottage is maintained as a hut primarily for adult walkers, cavers and climbers, and we make no special effort to conceal from children's view things which could be abused by them (such as cleaning fluids and tools). We have a basic first aid kit kept in a cupboard in the downstairs washroom.

Shops and Local Amenities

Clapham village (half a mile away) has an excellent village store, and a pub. The Reading Room café/bar is also good. There is a telephone box outside the New Inn. The Game Cock Inn at Austwick (015242 51226), 40 mins walk away, is recommended. A wider range of shops is available in Settle and Ingleton, where caving equipment can also be hired. There are two local Booths supermarkets: one in Settle and the other near the roundabout to the south of Kirkby Lonsdale. There is no garage in Clapham, the nearest garages for fuel are at Ingleton, Bentham and Settle. There is a late-opening mini-market with a cashpoint at the petrol station in Ingleton on the A65, some 4 miles distant.

Adjoining Properties

All the adjoining property is private and out of bounds. The adjacent field must not be used for any recreational activities.

Other Requirements

- Please remove muddy boots and equipment in the entrance lobby.
- Please keep noise to an absolute minimum when other people are in bed.
- Please be considerate to other users of Lowstern.
- No television may be brought into the building.
- No dogs (other than guide dogs and assistance dogs) may be brought into the building. Dogs may be kept in your car. Children regularly play and camp in the grounds of Lowstern - any dog fouling must be picked up, bagged and disposed of appropriately.
- The trees surrounding Lowstern are owned by Ingleborough Estate and must not be damaged.

Cleaning

All visitors are required to clean and tidy the hut at the end of their stay in accordance with the Leaving Check List (see below). We hope you will leave it as you would be pleased to find it. There are no other arrangements for cleaning: it is up to all users to leave the premises clean and tidy for the next party. Cleaning equipment and fluids are kept in the cupboard adjacent to the Kitchen.

Check List When Leaving Lowstern

- Check all personal items have been removed (NB check the bunks and in the Drying Room).
- Remove used pillow cases and place in the laundry bin provided in the downstairs washroom.
- Place used dry tea towels and hand towels in the laundry bin provided in the in the downstairs washroom.
- Clean ash from the open fire grate in the lounge and put it outside adjacent to the wood store.
- Clean the hut and sweep floors. Vacuum bunkrooms and mop downstairs floors. Clean the washrooms, showers and toilets. Leave the hut tidy.
- Remove all perishable foods and empty refrigerators.
- Take all rubbish and recycling away with you.
- Close/lock all windows.
- Close/lock two 'back' doors.
- Heater in Drying Room OFF and dehumidifier UNPLUGGED.
- Gas fire in Dining Room OFF.
- Gas cookers/grills/rings OFF.
- Electric hot water dispenser in kitchen OFF.
- Extractor fans OFF.
- Sink and shower taps OFF.
- All lights OFF.
- Leave both refrigerators ON.
- Leave gas supply ON.
- Leave mains electricity ON.
- Central heating combi-boiler in downstairs washroom ON.
- Leave main water stop taps ON and do not drain the water.
- Close all interior doors.
- Hut Log Book fully COMPLETED with details of your stay.
- Lock front door (two locks) and Sluice Room door.
- Return the key(s) to the Key Safe, close the door and scramble the combination to hide the code.
- There should be two keys in the key safe. Please inform the Hut Secretary if this is not the case.
- Close the main gate as you leave the plantation using both the bottom bolt and the top latch. This is a requirement of our landlord.
- Report any faults, damage, breakages or anything untoward during your stay to the Hut Secretary as soon as possible.

Lowstern Hut Fees

Please pay any balance of hut fees to the Hut Secretary as soon as possible following your stay.

YRC Members, their families and Gritstone Club Members	£4.00 per night
Members of the following Kindred Clubs: Ardal Turlag, Bradford Pothole Club, Cairngorm Club, Climbers' Club, Craven Pothole Club, Fell and Rock Club, Grampian Club, Junior Mountaineering Club of Scotland, Midland Association of Mountaineers, Oread Club, Rucksack Club,	£5.50 per night

Scottish Mountaineering Club, Wayfarers' Club, Wolverhampton
Mountaineering Club and Yorkshire Mountaineering Club.

All other users

£12.00 per night

For other users as a group, there is a £100 deposit for weekend bookings and a £100 minimum weekend charge (Friday/Saturday nights).

Children under 5: free.

Children 5-15: half adult fee.

Children 16 and over: full adult fee.

Please note that these fees also apply to those who choose to camp and sleep overnight within the surrounding grounds of Lowstern.

Hut Bookings

All visitors are encouraged to use the on-line booking form on the YRC website <http://www.yrc.org.uk/> when planning to use one of the YRC huts. A calendar of bookings for each hut is available on the relevant website page and is regularly updated. In case of difficulty, bookings may be made via the Huts Secretary directly:

Richard Josephy, 135 Divinity Road, OXFORD, OX4 1LW.

Tel 01865 723630.

Email: richard.josephy@ntlworld.com

NOTICES DISPLAYED AT LOWSTERN

- 1. Fire Notice**
- 2. Fire Precautions**
- 3. Fire Alarm Instructions**
- 4. Leaving Check List**
- 5. Central Heating and Hot Water System**

FIRE NOTICE

In the event of fire or the fire alarm sounding, exit by the nearest door leading outside.

Ensure that everyone in the hut is alerted to it.

Assemble on the car park.

Carry out a role call using the Hut Log Book to enable you to check that everybody is out of the building.

Fire extinguishers are located in all rooms.

If the fire is small and it is safe to do so, attempt to extinguish it, otherwise summon the Fire Brigade by mobile phone immediately.

The address is Lowstern, B6480 Bentham Road, 500m from A65 Clapham Bypass.

Post Code LA2 8HL.

Meet the Fire Brigade at the gates.

20th October 2016

FIRE PRECAUTIONS

When you arrive, it is important that you record the names of all visitors in the Hut Log Book.

Familiarise yourselves with the location of all the exits and all fire extinguishers in the building.

No smoking is permitted inside the building.

Ensure one or more mobile phones have reception for emergency use.

A fire extinguisher and fire blanket are kept beside the cookers.

Fire extinguishers are also located in all other rooms.

Always use the fireguard when the lounge is not in use.

When you leave please ensure that the gas fire in the Dining Room, the gas ovens, grills, cooker rings and the Drying Room heater are all turned OFF.

20th October 2016

FIRE ALARM INSTRUCTIONS

NORMAL CONDITIONS – the **green MAINS ON** light is lit – The key switch is at normal.

ALARM CONDITION – The alarm sounders operate and the **red Fire Lights flash** – **EVACUATE THE BUILDING**

TO SILENCE ALARM SOUNDER – Turn the key switch to **ARM CONTROLS** and then press the **SILENCE ALARM SOUNDER** button. The lights will go steady and the **FAULT SOUNDER** will sound. Do not press the **RESET/RESOUND/TEST ZONE LAMPS** button until you have identified the detector causing the alarm signal. Press the **RESET/RESOUND/TEST ZONE LAMPS** button to re-arm the system. Note - pressing the button when the alarm still exists will resound the alarm sounders.

FAULT CONDITION – The **FAULT SOUNDER** sounds and a **YELLOW fault light** comes on. Identify the fault light, check that the **MAINS ON** light is on and call the Hut Warden.

TO SILENCE FAULT SOUNDER - Turn the key switch to **ARM CONTROLS** and press the **SILENCE FAULT SOUNDER** button. Note – some fault conditions are not silenceable.

Turning the key switch to **ARM CONTROLS** and pressing **EVACUATE** will always operate the alarm sounder.

TO TEST FAULT SOUNDER and ZONE LAMPS turn the key switch to **ARM CONTROLS** and press the **RESET/RESOUND/TEST ZONE LAMPS** button.

For further information, please read the instructions booklet.

20th October 2016

LEAVING CHECK LIST

BEFORE YOU LEAVE LOWSTERN AFTER YOUR STAY, PLEASE:

- Check all personal items have been removed (NB check under all bunks and in the Drying Room).
- Remove used pillow cases and place in the laundry bin provided in the downstairs washroom.
- Place used dry tea towels and hand towels in the laundry bin provided in the in the downstairs washroom.
- Clean ash from the open fire grate in the lounge and put it outside adjacent to the wood store.
- Clean the hut and sweep floors. Vacuum bunkrooms and mop downstairs floors. Clean the washrooms, showers and toilets. Leave the hut tidy.
- Remove all perishable foods and empty refrigerators.
- Take all rubbish and recycling away with you.
- Close/lock all windows.
- Close/lock two 'back' doors.
- Heater in Drying Room OFF and dehumidifier UNPLUGGED.
- Gas fire in Dining Room OFF.
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- Central heating combi-boiler in downstairs washroom ON.
- Leave main water stop taps ON and do not drain the water.
- Close all interior doors.
- Hut Log Book fully COMPLETED with details of your stay.
- Lock front door (two locks) and Sluice Room door.
- Return the key(s) to the Key Safe, close the door and scramble the combination to hide the code.
- Close the main gate as you leave the plantation using both the bottom bolt and the top latch. This is a requirement of our landlord.
- Report any faults, damage, breakages or anything untoward during your stay to the Hut Secretary as soon as possible.

20th October 2016

CENTRAL HEATING & HOT WATER SYSTEM

Hot water is available from 06:30-23:30.

The central heating system is normally switched on between:

- Monday to Friday from 06:30-07:30 and 19:30-21:30.
- Saturday and Sunday from 06:30-09:30 and 18:30-22:30

For an additional boost up to two hours, follow the instructions under the wooden hinged box in the corner of the downstairs washroom.

IMPORTANT

If the boiler is working to the maximum temperature setting continuously, the safety temperature limiter may operate.

Reset buttons are located behind the boiler front cover. The left-hand button resets the hot water and the right-hand button resets the safety temperature limiter.

The gauge behind the boiler front cover indicates the pressure in the system which should be maintained at **1.2bar**. If the pointer falls below the **red** pointer on the pressure gauge, the boiler will not function properly.

A special flexible hose and stop-cock are provided on top of the boiler on the wall. Open the stop-cock until the 1.2bar reading is reached. (An adjacent hot tap will need to be run to bring in the water pump during this operation.)

DO NOT CHANGE THE TEMPERATURE SETTINGS

20th October 2016