



**Cumberland Lodge**

exchanging views, inspiring minds

# Group events

## Information for organisers and delegates



[cumberlandlodge.ac.uk](http://cumberlandlodge.ac.uk)



@clvenue

@CumberlandLodge

# Welcome



Founded in 1947, Cumberland Lodge is a charity that empowers people, through dialogue and debate, to promote progress towards more peaceful, open and inclusive societies. We run an annual series of conferences, panel debates, seminars and workshops that tackle the causes and effects of social division, and a thriving educational programme to support and inspire school children and students.

We fund our charitable work by making our facilities available for guest conferences, meetings, away-days, professional development courses and special events.

We are a truly distinctive venue, noted for our historic rooms, excellent food, modern conferencing facilities and exceptional quality of service. Nestled in the heart of Windsor Great Park, we are renowned for providing a stimulating and inspiring atmosphere that guests return to, again and again.

This pack provides information to help you prepare for your visit. We also invite you to visit our website and to watch the short video on our homepage, to find out more about our work.

We look forward to welcoming you.

Best wishes,

A handwritten signature in black ink that reads "Edmund Newell". The signature is written in a cursive style and is set against a light grey rectangular background.

Canon Dr Edmund Newell  
Chief Executive

Cumberland Lodge  
The Great Park  
Windsor  
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Cumberland Lodge is a registered charity and a company limited by guarantee.  
Company no. 5383055. Registered charity no. 1108677

## Arrival and departure

There is ample free parking at Cumberland Lodge. If you are arriving by train, the nearest station is Egham, where taxis are available. Please see Travel Directions on page 7 for further details.

On arrival, you will be welcomed at Reception by one of our Duty Managers and given an electronic pass for your bedroom and our main entrances. This pass must be returned to Reception before you leave.

Please vacate your bedroom by 9am on the day of departure, to enable our housekeepers to prepare it for our next arrivals, unless a later time has been agreed for your group. The Duty Manager will advise you about where luggage can be stored.

## Accessibility

There are two en-suite bedrooms in the main building that are suitable for guests with additional mobility needs, and accessible to wheelchairs.

A lift large enough for wheelchairs provides access to all floors in the main building. There are also wheelchair accessible, ground floor public toilets in the main building and Groom's House.

Our main conference room in the Mews is wheelchair accessible and fitted with an induction loop for the hard of hearing. We also have a portable hearing loop for use in other rooms. Please notify Reception on arrival if you require any assistance. Our full Accessibility Statement is available on our website.

## Bedrooms

We have 56 en-suite bedrooms, each with its own individual character, spread across three buildings: the Lodge, the Mews and Groom's House. Most of them have twin beds. Towels and toiletries are provided.

## Cash machines

The nearest ATMs are in Egham and Old Windsor.

## Chapel

A chapel is available for use by guests on the first floor of the main building, accessed via the Tapestry Hall staircase.

## Meals and Bar

Meal times, including morning coffee and afternoon tea, are arranged around the requirements of each group. Your group leader will give you full details. However, standard times for main meals are:

<b>Breakfast</b>	8.15am	Monday to Saturday (full English)
	9.00am	Sunday (continental)
<b>Lunch</b>	1.00pm	
<b>Dinner</b>	7.15pm	

Please notify us in advance of any special dietary requirements, including Halal meals. Kosher meals can be arranged for an additional cost, provided that we receive sufficient notice.

The Bar is generally open before dinner and after the evening conference sessions, but please check with your group leader as to opening times during your visit.

## Merchandise

A small range of merchandise can be purchased from Reception. This includes Cumberland Lodge mugs, guidebooks, books, postcards and prints.

## Reception

Cumberland Lodge is staffed 24 hours a day. During the daytime, a Duty Manager is available and Night Porters are on duty overnight. If they are not available at Reception, please press the button on the desk and they will respond as soon as possible.

## Recreational facilities

We have a wide range of recreational facilities – as well as 5,000 acres of beautiful parkland on our doorstep!

We have a tennis court, and rackets and balls can be borrowed from Reception, free of charge. Croquet, boules and rounders can be played in the garden, weather permitting. In the Basement, there are pool and table-tennis tables and a recreational space, suitable for parties or relaxation.

Board games are available in the Bar, and there are televisions in the Sitting Room and Basement. We also offer a daily selection of newspapers and magazines in the Tapestry Hall. You are welcome to play the pianos in the Drawing Room and Tapestry Hall, provided that you do not disturb fellow guests, and we encourage you to use our Chapel and Library when they are not otherwise in use.

We encourage visiting groups to allow time for a walk in the Great Park, and a map with suggested walks is available from Reception. Local attractions include Windsor Castle, St George's Chapel, The Savill Garden, Valley Gardens, Virginia Water, Eton College, and the Magna Carta, J F Kennedy and Royal Air Force memorials at Runnymede.

## Security

Cumberland Lodge is located in a safe, secluded environment. The site is covered by CCTV for security reasons. Our external doors are locked, with access via electronic keycards only. Our bedrooms are lockable and equipped with safes for small personal items.

## WiFi

WiFi is free and available throughout the site (no password required). Laptops, screens and projectors are available in most conference rooms as standard. You are advised to bring your own laptops/tablets.



Clockwise from the top: The Tapestry Hall door, which inspired the Cumberland Lodge logo, The Amy Buller Library, named after the founder of the charity, and the Prince Christian Dining Room.

Cumberland Lodge is a charity that empowers people, through dialogue and debate, to tackle the causes and effects of social division. Our work is supported by the individuals and organisations who book our grounds and facilities for conferences, meetings and special events.

For more than 70 years we have been working with people of all backgrounds, ages and perspectives, to challenge silo thinking and incubate fresh ideas that promote progress towards more peaceful, open and inclusive societies.

We were founded in 1947 with the support of King George VI and Queen Elizabeth The Queen Mother, and today HM The Queen is our Patron. Our founder, Amy Buller, envisioned a place where people would 'examine the fundamental assumptions' behind complex challenges facing society, and that remains at the heart of what we do. We inspire people to exchange views and think creatively about how to tackle pressing social and ethical issues, in order to influence policy and improve public awareness and understanding, and we actively involve young people and students in everything we do, to help nurture future leaders and change-makers.

## What we do

Our high-profile, annual series of roundtable conferences, panel debates and retreats addresses some of today's most pressing issues that threaten to divide society. Conference attendance is supported by our charitable funds, to ensure a diverse representation in all our discussions, and bursaries are available to support travel costs for students with limited financial means or representatives from not-for-profit organisations who would otherwise not be able to attend.

Insights and recommendations from our conferences are critiqued through expert consultations and shared with policymakers, influencers and the wider public through solutions-focused reports. Find out more at: [cumberlandlodge.ac.uk/about-us/what-we-do](https://cumberlandlodge.ac.uk/about-us/what-we-do)

## Supporting students and young people

We actively involve young people and students in all aspects of our work, and we provide transformative experiences for students from all over the world. Almost 4,000 students visit us every year.

We offer our facilities to higher education institutions for subsidised study retreats, with the option of incorporating a St Catharine's Session, a guided group discussion that encourages students to reflect on social and ethical concerns outside of their usual field of study. Bursaries are available to support students with limited financial means to attend these retreats with their peers.

We also run two scholarship schemes that support PhD students from universities across the UK with networking, mentoring and personal development opportunities. We help them to hone their public engagement, communications and event facilitation skills, and engage them in debates and discussions on pressing social issues outside of their fields of study.

Our Emerging International Leaders programme on Freedom of Religion or Belief equips international students from universities across the UK with the skills and insight necessary to drive debate, influence policy and build a powerful global network in support of human rights.

Find out more at: [cumberlandlodge.ac.uk/about-us/our-work-with-students](https://cumberlandlodge.ac.uk/about-us/our-work-with-students)

## Social media

Please follow us and comment on your experience at Cumberland Lodge on social media:

Facebook: @cumberlandlodge

Twitter: @CumberlandLodge and @clvenue

Instagram: @cumberlandlodge



## Friends

Established in 2014, the Friends of Cumberland Lodge goes from strength to strength. It provides an excellent way of keeping informed about what's happening at Cumberland Lodge, as well as receiving invitations to members-only events. There are four types of annual membership:

individual	minimum annual subscription £35
joint	£50
institutional	£50
student	£10

This scheme helps to support our charitable work, including student scholarships and bursaries, and other special projects. Please email our Friends & Alumni Outreach Officer, Emma Albery at [eamalbery@cumberlandlodge.ac.uk](mailto:eamalbery@cumberlandlodge.ac.uk), for further information.

## Support our work

In 2017, our 70<sup>th</sup> anniversary year, we launched an endowment fund to help us take our charitable work to a new level. We hope to raise £7.5 million to expand and develop our educational work, to engage with more people and make a greater impact on society, in perpetuity. This project is critical to the success of our charitable mission in the years to come.

To find out more about how you could help to support us in building a better society for everyone, please visit [cumberlandlodge.ac.uk/about-us/support-our-work](http://cumberlandlodge.ac.uk/about-us/support-our-work).

## How to find us

For full travel directions to Cumberland Lodge, please visit our website [here](#).

### By car

Please use postcodes SL4 2JA (if travelling from Windsor) or TW20 0XU (if travelling from Staines) on sat-nav to reach one of two gates into The Great Park, before following signs to Cumberland Lodge.

### By rail

The closest stations, all a 10-15 minute drive away, are Egham (Reading - Waterloo Line), Windsor & Eton Riverside (Windsor - Waterloo Line) and Windsor & Eton Central (Windsor - Slough - Paddington Line).

### by taxi

We recommend booking taxis in advance with one of the following:

Windsor Cars 01753 677 677

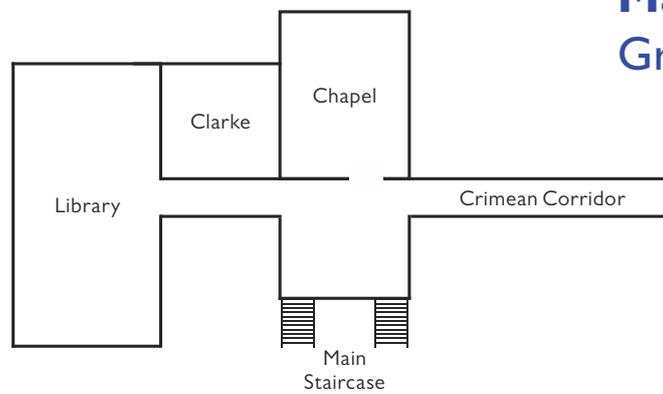
Egham Taxis 01784 433 933

Egham Cars 01784 434 484

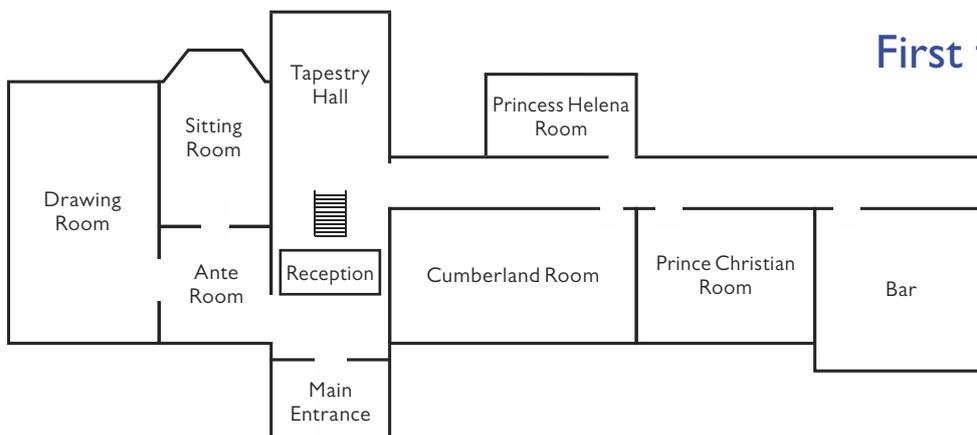
# Floor plans



## Main Lodge Ground floor



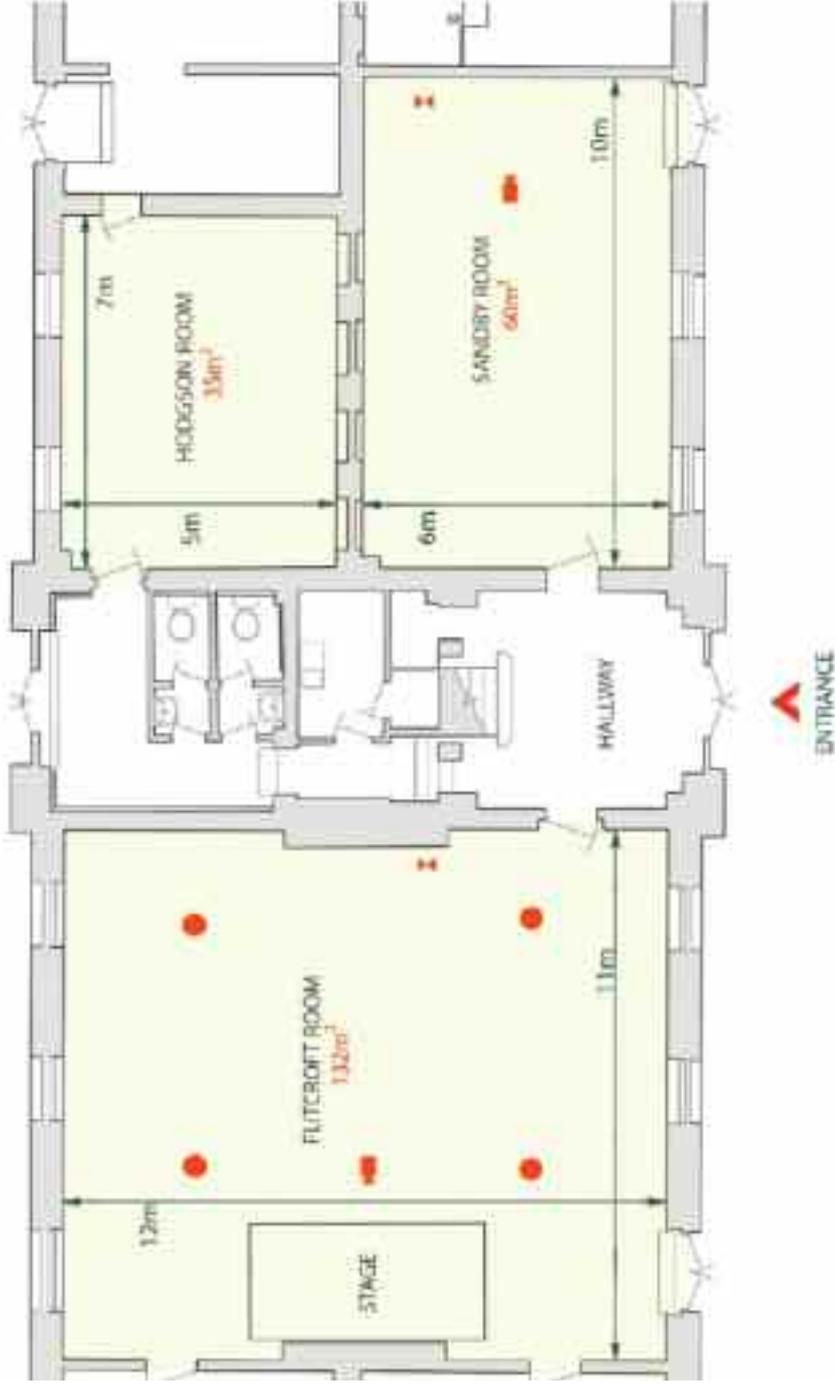
## First floor



# The Mews Conference Centre

## Ground floor, central rooms

### KEY PLAN



ROOM OPTIONS	Fliteroft Room	Sandby Room	Hodgson Room
Theatre	120	50	30
Cabaret	65	30	20
Boardroom	48	30	22
Casual	60	24	18
IT - Stage	35	24	16
Circle	30	32	22
Semi Circle	40	26	18

### HIGH LIGHT FEATURES

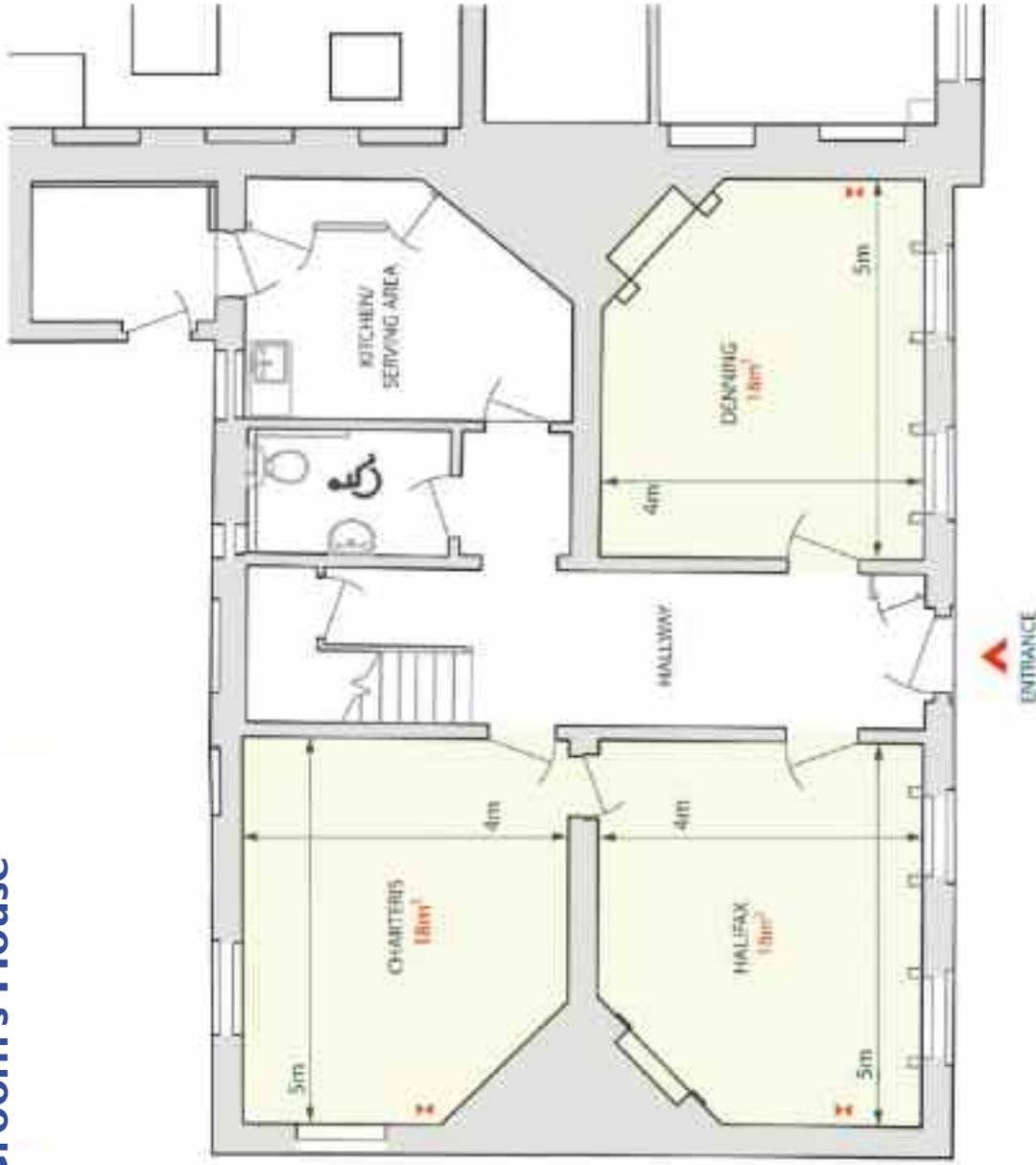
WiFi Access	✓	✓	✓
Disabled Access	✓	✓	✓

### KEY

- Floor Socket with data
- Projector
- ⚡ Data Point



# Groom's House



## KEY PLAN



ROOM OPTIONS	Halifax	Denning	Charters
Theatre	12	12	12
Cabaret	-	-	-
Boardroom	12	12	12
Classroom	-	-	-
U-Shape	-	-	-
Circle	12	12	12
Semi Circle	8	8	8

## HIGHLIGHT FEATURES

Wifi Access	✓	✓	✓
Disabled Access	✓	✓	✓

## KEY

- Floor Socket
- Projector
- ⚡ Data Point

# Please note

We ask everyone who visits or stays overnight at Cumberland Lodge to abide by the following policies:

## Phones

As a charity that exists to inspire dialogue and debate, we strongly encourage you to engage in conversation with your fellow guests and to avoid using mobiles in our dining rooms.

## Alcohol

As a condition of our licence, it is strictly forbidden to bring alcoholic drinks into Cumberland Lodge. Organisers are asked to ensure that this rule is taken seriously. Only alcoholic drinks that are purchased at our Bar may be consumed on site.

## Smoking

Smoking is not permitted inside the buildings (including e-cigarettes). Ashtrays are located a short distance from the main entrances.

## Private areas

To respect the privacy of our neighbours, please do not go beyond signs that say 'Private' or 'No Admittance'. We also ask that groups keep noise levels to a minimum in the evenings. Access to the roof is strictly prohibited.

## After dark

At the request of the Royal Protection Police, walking or cycling in the Great Park is not permitted after dark. If you go outside after dark, please stay within the grounds of Cumberland Lodge.

## Parties

We do not allow parties in bedrooms or flats. A dedicated space is available in the Basement for parties.

## Damage to property

The organisation you are visiting with will be charged for any incidents of damage to our property during your stay. This includes smoking indoors, soiling of bedrooms, physical damage and vandalism. Your group leader has been provided with full details of fines that may be incurred.

Cumberland Lodge  
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