

# the Big Shed

## *Information about leading a group at the Big Shed*

1. **Village hall** - The Big Shed doesn't look like one & isn't in the middle of a village, so some people assume that it's part of the Tombreck Farm business, (it's not), and has paid staff, (it doesn't).

Please let your group members know that the Big Shed is owned by the lochside communities and run by volunteers, so that their expectations of us are realistic. We need visitors to behave considerately, leave the building clean & tidy and look after their own belongings.

2. **Arrival.** If you are the organiser/leader of a group, (even one that's been here before), you are the person responsible for the hire and **MUST** arrive before the rest of the group. This gives us time to show you where things are and how everything works before participants arrive and your focus turns to them. Participants who arrive before the group leader may not be allowed into the building.

3. **Supermarket delivery** - If you're ordering from one of the big supermarkets, place the order 2 – 3 weeks in advance to ensure you get the timeslot of your choice. Drivers are told only to leave an order if the person paying for the goods is present, so we are unable to accept an order for you.

4. **Local suppliers** - Please make enquiries direct to any local suppliers listed on our website.

5. **Leaving** - As the Group Leader you must be the last to leave. It is your responsibility to make sure your group leaves the facilities as you found them and we will provide a checklist to help you with this.

6. **Lost property** – You should try to ensure your group does not leave any items behind. If you do leave something, let us know what has been left and we will keep it until you can collect it.

7. **Breakages & Damage** – We don't charge for wear & tear breakages, but please tell us about them, as we may need to get them replaced/fixed before the next group arrive. Other damage must be reimbursed – but tell us!

8. **Tombreck Farm & the Big Shed – legal and insurance status** - LTCIC owns & insures the Big Shed, while Tombreck Farm owns & insures the outside spaces. Both are insured for public liability.

9. **No Dogs** – (except assistance dogs). The Big Shed is located on a shared track on a working farm with livestock, free-range poultry and several resident dogs & cats

## **Winter**

1. **Parking** - in winter the track may occasionally be too slippery to drive safely. Cars may have to be left at the end of the track in car park 3 or 4

2. **Torches** – are useful in the darker months. There are no street lights.

3. **Wellies or walking boots/shoes** are useful if you plan to explore locally.