



## Desborough Mini-Meeting – Delegate Information

Thursday 24<sup>th</sup> to Sunday 27<sup>th</sup> November 2011

### Delegates:

Each municipality must send **TWO** delegates to Desborough. Ideally, we would ask that one delegate should be interested in Friends of Europe groups and one delegate should be involved with other voluntary groups in your town.

Definition of voluntary groups : essentially, these are groups, associations and organisations run by volunteers (i.e. who are not employed or paid by the group for their time). The group could be involved with a wide range of activities: for example childrens'/youth groups, healthcare, social care, arts/hobbies, sporting groups, services (fire service, first-aid), etc.

**Arrival date:** Thursday 24<sup>th</sup> November 2011 – please aim to arrive by 2pm to allow for transfers from the airports. If you plan to arrive after this time, or considerably before, please contact us before booking to advise on transfers.

**Departure date:** Sunday 27<sup>th</sup> November 2011 – departure from Desborough to the airports will take place at c. 11am (arriving at airports c. 12.30-1pm). If your return travel time will be earlier/later please contact us to advise on transfers.

If you plan to travel by train please see below.

**Accommodation:** All delegates will stay with host families. Please indicate on the delegate form if your delegates are happy to share a room or are related to share a bed!

### Travel arrangements:

**BY PLANE** - It is suggested that you plan to schedule your arrival into the UK by plane into one of the following airports – **London Stansted (STN) or Birmingham (BHX) airports**. Both airports are served by low-cost carriers (Ryanair etc.) and Birmingham also has a number of national carriers (Air France, Lufthansa, SAS etc.).

Please note that we are planning to run transfers from these two airports to Desborough – there will be one departure only from each Airport on Thursday 24<sup>th</sup> November at c.3pm. Return transfer to the airport will be provided on Sunday 27<sup>th</sup> November. If you intend to arrive into these airports after this transfer time you may be required to make your own arrangements to travel to Desborough – please contact us for more information.

London Luton (LTN) and East Midlands (EMA) airports are both within the region, and offer a direct train service to Kettering (10km from Desborough). Pre-booking online for the train is advisable due to the high cost of UK rail travel if you buy the ticket at the station on arrival.



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It is not recommended that you fly into London Heathrow (LHR) or London Gatwick (LGW) airports as these are c. 2-3 hours' drive from Desborough and would involve train transfers crossing London.

**BY TRAIN** – Eurostar International train services arrive into London St Pancras International Station (STP). From here there is a direct train service to Kettering (KET) on East Midlands Trains, taking c. 1 hour. Kettering is c. 10km from Desborough and we will arrange to collect you from the station. Pre-booking for the domestic train from London to Kettering is advisable – a ticket purchased on the day is c. £60-80 return. Tickets purchased as soon as possible in advance are c. £20-30.

**PLEASE CONTACT US IF YOU HAVE ANY QUESTIONS REGARDING TRAVEL PLANS OR ARRIVAL INTO THE UK, AND INCLUDE DETAILS OF YOUR TRAVEL ON THE DELEGATE INFORMATION FORM.**

**Items to bring with you:**

- Please DO NOT bring a formal gift from your municipality for Desborough – given the difficult economic times and the focus of the meeting on voluntary groups we would ask that instead you make a small donation to a local voluntary group in your municipality. Please provide us with details of this gift on the form as we wish to document these donations during the weekend.
- Desborough will host our annual Christmas Tree Festival and Gala Evening during the weekend – we would like each municipality to bring with you a small traditional Christmas Tree decoration, bauble or item that signifies your local Christmas tradition. This will be used during a ceremony to decorate a special Charter Christmas Tree that will be on display in the town (c. 10cm x 10cm maximum).
- It is customary to bring a small inexpensive gift to give to your host family.

**Weather/Activities:**

- British weather is very difficult to predict, so please be ready for anything! We would usually expect rain and have sometimes had snow at this time of year.
- The workshop sessions will all be held inside. There will be some outdoor visits, including in the evening, so please bring warm clothing with you (coat, scarf, gloves etc.).

**Dietary Requirements/Health Conditions:**

- Please advise if delegates have any health conditions we should be aware of during the visit
- Please advise if delegates have any special dietary requirements (vegetarians, allergies, etc.)

**Links for more information:**

[www.desboroughtown.co.uk](http://www.desboroughtown.co.uk) Desborough Twinning & Charter website

[www.birminghamairport.co.uk](http://www.birminghamairport.co.uk) Birmingham Airport website

[www.eastmidlandsairport.com](http://www.eastmidlandsairport.com) East Midlands Airport website

[www.eurostar.com](http://www.eurostar.com) Eurostar website

[www.thetrainline.com](http://www.thetrainline.com) UK rail website (check times and buy tickets online)

[www.stpancras.com](http://www.stpancras.com) London St Pancras International Station website

Email address for queries and to return your delegate information: [uk.charter@gmail.com](mailto:uk.charter@gmail.com)

Please respond as soon as possible, and by Friday 14<sup>th</sup> October 2011 at the latest.