



CEN/TC 155
Plastics piping systems and ducting systems

Email of secretary: edward.zomers@nen.nl
Secretariat: NEN (Netherlands)

Invitation 62nd Plenary Meeting Windsor UK

Document type: Meeting announcement

Date of document: 2017-06-21

Expected action: REPLY

Action due date: 2017-10-20

Background: Please register for the meeting via secretary@bfpipesgroup.com as described in the invitation prior to 2017-10-20.

Committee URL: <http://cen.iso.org/livelink/livelink/open/centc155>

CEN TC155 62nd Plenary Meeting Invitation

Welcome to Windsor, UK

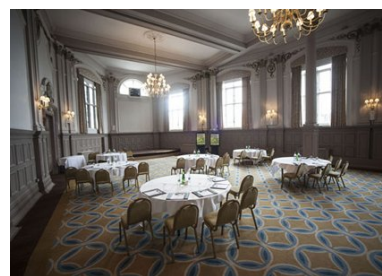


Windsor is a small town on the River Thames in southeast England, just west of London and 8 miles from Heathrow Airport. **Windsor Castle** is a much loved residence of the British Royal Family. Built by William the Conqueror in the 11th century, the castle has been extensively remodelled by subsequent monarchs. Public tours take in the State Apartments which contain opulent furnishings, and paintings from the royal art collection.

A short walk across the pedestrian and cycle only **Windsor Bridge** over the River Thames leads into Eton, the site of **Eton College** where Princes William and Harry and Prime Ministers Anthony Eden, Harold Macmillan and David Cameron were educated.



Overlooking the castle in the heart of Windsor is the **Harte and Garter Hotel**, the venue for the CEN TC155 62nd Plenary meeting. The hotel is an amalgamation of two 14th century inns: The Garter Inn named after the Most Noble Order of The Garter which was founded by King Edward III and the White Harte named in honour of the Royal Emblem worn by Richard II. If you are in Windsor between 10:45 and 11:30 on Wednesday 22nd November, you may be able to watch part of the Changing of the Guard ceremony which passes close by the hotel.



There are many shops and restaurants within easy walking distance of the hotel. Maps will be available upon arrival and via this site <http://www.windsor.gov.uk/visitor-info/maps>

Meeting Information

Venue for the meeting on 22 / 23 November 2017:

The Harte and Garter Hotel and Spa www.harteandgarterhotel.com

High Street, Windsor, Royal Berkshire SL4 1PQ, UK (for satellite navigation please use SL4 1PH)

Tel: +44 (0)1753 848 552 or Fax: +44 (0)1753 848 598

Please remember the UK mains supply is 230 V. Sockets take a 3 pin plug. Adaptors will not be supplied. If you wish to plug in your laptop during the meeting, please bring one with you.

Delegate rate:

A delegate rate of £82.50 is to be paid by every person attending the meeting. This applies whether you are staying at this hotel or elsewhere. This delegate rate covers lunch on the 22nd and 23rd November and refreshments during the meeting.

To attend the meeting:

- Please complete the [Windsor meeting registration form](#) to help your local organisers plan the event. Return by 20th October 2017 to Carol at secretary@bfpipesgroup.com
- Please return the [hotel registration and delegate fee form](#) to the Harte and Garter Hotel at Events.HarteandGarter@shlhotels.com by 20th October 2017.

Note: It will not be possible to include anyone in the meeting who has not returned the form and delegate rate by 20th October 2017

Hotel accommodation:

A special rate of £149 per room per night is available at the Harte and Garter Hotel and Spa; quote code **WIND81830**. This rate includes bed and breakfast accommodation, free Wi-Fi, flat screen TV, tea and coffee making facilities. Rooms need to be booked directly with the hotel by 20th October 2017.

If you prefer to stay in another hotel, there are a number nearby including:

- Travelodge Windsor Central - www.travelodge.co.uk/hotels/329/Windsor-Central-hotel/
- Sir Christopher Wren Hotel - <https://sirchristopherwren.co.uk/>
- Holiday Inn Express (15 minute walk to venue) - https://www.ihg.com/holidayinnexpress/hotels/gb/en/windsor/lonwx/hoteldetail?cm_mc=GoogleMaps- -EX- -GBR- -LONWX

Travel to the hotel:

From Heathrow airport: Windsor is about 8 miles from London Heathrow airport via the M25 and M4 motorways. The simplest journey from the airport is by taxi. It is strongly recommended that you book in advance as picking up a taxi at the airport will be expensive. The taxi company will check your flight arrival time and meet you at the airport. The Harte and Garter hotel has offered to book taxis for delegates arriving on 21st; those arriving at similar times can travel together. Fare is approximately £20 per car, cash payable to the driver.

To book a taxi:

- Complete the taxi request in the [Hotel Registration and Delegate Fee form](#) if you wish the hotel to book you a taxi from the airport.
- If you wish to book yourself with local taxi company: Windsor Cars, tel: +44 (0)1753 677677 or bookings@windsorcars.com

From Central London:

Train: Frequent service from London Waterloo station to Riverside Station (about 4 minutes walk to the hotel) or from Paddington Station to Windsor Central Station (about 2 minutes walk to venue)

Driving: From Central London take the M4 to junction 6, then the A332 towards Windsor and follow the signs to the town centre

Note: The hotel does not have a car park; there are public car parks nearby.
http://media.wix.com/ugd/a819d0_3abf0118507545f7b67825ee0ff7e64f.pdf

Travel from the hotel:

To make your journey home easier, the British Plastics Federation Pipes Group would like to offer travel by coach to the airport on Thursday 23rd November. The coach would leave the hotel at a convenient time, most likely 14.30 and take delegates to the terminals at Heathrow airport.

We need to see how many delegates would like to use this free coach. Please complete the coach section of the [Windsor Meeting Registration form](#) if you wish us to reserve you a seat on the coach.

Meeting Schedule:

Programme for the meeting (UK TIME):

Wednesday 22nd November:

12:00 – 13:00 Sandwich lunch available for arriving delegates.

13:00 Meeting opens

17:30 Day One closes

19:00 Dinner (times to be confirmed on the day)

Thursday 23rd November:

09:00 Meeting opens

12:00-13:00 Lunch

13:00-14:00 Meeting continues

14:00 Meeting closes

Coach to Heathrow (details to be confirmed when number of delegates requiring this service is confirmed).

For arrival - please note that the Changing of the Guard takes place close to the hotel and is likely to take place on Wednesday 22nd Nov. Traffic is usually stopped between 10:45am and 11:00am (as the guards march to the Castle) and between 11:15am and 11:30am (as they return to the Barracks). Delegates should be aware of this when thinking about arrival times.

Dinner invitation:

The British Plastics Federation Pipes Group invites you to a drinks reception and dinner on 22nd November 2017. Please reply to this invitation on your [Windsor meeting registration form](#).

CEN TC 155 62nd Plenary meeting



The British Plastics Federation Pipes Group invites you to a drinks reception and dinner on 22nd November 2017 at the 15th Century Saxon's Barn.



A coach will leave from the Harte and Garter Hotel and return at the end of the dinner (approximately 11pm)

Windsor Meeting Registration Form

Please return this form by email not later than 20th October 2017 to Carol at secretary@bfpipesgroup.com

Name of delegate:
Email address:
Company or National Standards Body:
I would like a space on the coach return to airport YES / NO Flight departure time:
PLEASE COMPLETE THIS BOX TO HELP THE LOCAL ORGANISERS. ALL BOOKINGS SHOULD BE MADE USING THE HOTEL REGISTRATION AND DELEGATE FORM. I will be staying at the Harte and Garter Hotel YES / NO I will be staying at another hotel YES / NO I have approved the hotel to charge my credit card for £82.50 for the delegate rate (described on page 2 of this invitation), I understand my credit card will be charged on 20th of October and is non-refundable YES/NO

Dinner Invitation

I would like to attend the dinner	YES / NO	
I would like to bring my partner	YES / NO	
Name of partner:		
The following options are available, please select one:		
Delegate:		
Meat <input type="checkbox"/>	Fish <input type="checkbox"/>	Vegetarian <input type="checkbox"/>
Partner:		
Meat <input type="checkbox"/>	Fish <input type="checkbox"/>	Vegetarian <input type="checkbox"/>
Please be aware that it will not be possible to change your selection on the night.		
Dietary requirements including food allergies:		

CEN TC155 62nd Plenary

Harte and Garter Hotel Registration and Delegate Fee

Meeting venue: The Harte and Garter Hotel, High Street, Windsor, Royal Berkshire SL4 1PQ, UK.

Please complete the form below quoting code **WIND81830** and return to the hotel:
Events.HarteandGarter@shlhotels.com

Name of delegate:	
Email address:	
Company or National Standards Body:	
I will be attending the TC155 meeting and agree to pay the delegate fee of £82.50 (my card details are provided at the bottom of this form).	
I would like to reserve a room at the Harte and Garter Hotel for the nights of:	
21 st November 2017	YES / NO
22 nd November 2017	YES / NO
I will be bringing a partner	YES / NO
Date and estimated time of arrival:	
Details / special requests e.g. mobility/dietary requirements:	
I will be staying at another hotel YES / NO	
Please book me a taxi <u>from</u> the airport <u>to</u> the Harte and Garter Hotel (all delegates) YES / NO	
My flight number is:	Estimated time of arrival:
I am willing to share a taxi from the airport YES / NO	
Room and delegate fees shall be paid direct to the Harte and Garter Hotel:	TO PAY
Number of nights @ £149 per night per room: 0 / 1 / 2	£
Delegate rate total: £82.50	£82.50
Name on credit/debit card:	
Card number:	
Expiry date on card:	