

Guidelines for organising REMS visits

1. Look at the previous visit lists, which are printed below, both for ideas and to check that your suggested visit hasn't been done within the last year.
2. Discuss your proposal with the Events Coordinator and agree a provisional date.
3. Sort out the visit logistics.
4. Create a draft flyer using the standard form, which the Events Coordinator will send you.
5. Include in the flyer the following points:
 - a. Meeting point and start time suggestions
 - i. try to avoid rush hour travel;
 - ii. if possible, find a place to meet half an hour before the start for coffee and toilets;
 - iii. if possible, don't start the actual visit before 11 am in London;
 - b. Description of the visit and any constraints (e.g. lots of walking, steep ascents, stairs, etc.);
 - c. Host point of contact, if appropriate;
 - d. Recommended travel arrangements, possibility of public transport and meeting at station;
 - e. Instructions for late comers to join the visit;
 - f. Lunch arrangements, if morning and afternoon visit;
 - g. Toilet facilities during the visit;
 - h. Cost and any limit on numbers;
 - i. Request any information required from attendees (e.g. security arrangements, lunch booking, menu choice, etc.)
6. Make a provisional booking (REMS will pay for any deposit).
7. Tell the Events Coordinator whether the host needs paying prior to the visit or on the day and agree how REMS will pay for this cost.
8. The Events Coordinator will send the organiser a list of attendees at least a week before the visit and inform of any cancellations after that.
9. On the day of the visit, the organiser will conduct the visit and will:
 - a. Tick people off as they arrive;
 - b. Make a note of people, who didn't come and inform the Event Coordinator;
 - c. Where appropriate, verbally thank the guide/host on behalf of the members or ask someone else to do so.
10. After the visit, where appropriate, the organiser will write an email or letter of thanks to the guide/host or ask the Events Coordinator to do so.

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2014	2015	
<i>At Home</i> – “The Earth’s Climate Past, Present and Future	REMS At Home meeting: Energy Production & Storage	
Kings X and IoP Walk	Germany, Memories of a Nation (British Museum). Lunch at Katzenjammers	
Meeting: <i>The Environment</i> , Wallingford	Tour of the Houses of Parliament	
Thames Barrier - the Technical Tour	Visit to the Imperial War Museum London	
Jordans Mill and the Shuttleworth Collection of planes and vehicles	REMS Goes to Spitalfields. Guided historical tour & Curry in Brick Lane	
Government Art Collection and dinner	Bentley Priory & Bushey Museum	
A Day at the Henley Royal Regatta, as guests in the Stewards’ Enclosure	REMS goes to Fleet St. Guided historical tour & pub lunch at Ye Olde Cheese.	
<i>At Home</i> – A Miscellany	Ancient Lives, New Discoveries: British Museum Exhibition. Talk by curator.	
Visit to Firle Place Manor House and Lewes	Visit to the Clarendon Laboratory Oxford and Tour of Oxford’s Gargoyles and Grotesques	
Croydon Tramlink & Morden Hall Park	St Albans Abbey Church and the Verulamium Museum	
Visit to Bateman's, Jacobean house, home of Rudyard Kipling	Tower Gateway to the East	
FCO Chevening	DMRC Prosthetics Dept, Headley Court, Epsom	
London Museum of Water and Steam (Kew): The Technical Tour	Visit to MINI assembly plant, Oxford	
Trip Aboard narrowboat Roma, Oxford	Visit to Imperial War Museum at Duxford, Cambs	
Thames Water: Mogden & Walton Treatment Works	Stained glass, some physics and Kempton steam engine	
Thames Cruise, O2 Centre, & Emirates Cable Car	At Home: Physics relating to Biological Systems	
Under the Thames by foot to the Cutty Sark & the National Maritime Museum	Beautiful Downtown Watford: Watford Museum and other Buildings of Note	
Culham Centre for Fusion Energy (JET) Open Day	Sherlock Holmes Walk in Covent Garden and Strand	
Guided Tour of Drury Lane Theatre. Covent Garden	Visit to Den Haag	
National Portrait Gallery & Benjamin Franklin House. Two guided tours.	Charity BBQ & Thames Ditton Walk	
Guards Museum, Birdcage Walk	Battle of Britain Bunker, Uxbridge and Denham airfield	
Christmas Dinner	The Household Cavalry Museum & Trafalgar Square	
	REMS Goes to Chinatown	

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2011	2012	2013
At Home – A Miscellany	At Home: "Science in the late 17th century"	At Home: "an Environmental Miscellany"
Tower of London & Trinity House	Centronic Ltd, Croydon	Institution Of Civil Engineers & Institution of Mechanical Engineers
Sir Henry Royce Memorial Foundation	National Air Traffic Control Centre at Swanwick, Hampshire	The Wellcome Collection & St Pancras Hotel
Clerkenwell Walk	Capital Ring Walk 11	Keats House & Burgh House, Hampstead
Royal Air Force Museum, Hendon	Fishmongers' Hall and City Organ tour	Capital Ring Walk 13 – Stoke Newington to West Ham
London Loop Walk 14	Renewable Energy Systems and Frogmore Paper Mill	Christ Church Oxford & Engineering Department
10 Downing Street & banqueting House	Visit to Holland	Day in Salisbury on a walking/history tour of the city
Lord's Cricket Ground		Thames Path Extension Walk: Erith to Woolwich
Painshill Park, Cobham, Surrey	Capital Ring Walk 12	Thames cruise to the Brunel Museum and Rotherhithe
Capital Ring Walk - 7	Tower of London: Ceremony of the Keys	Capital Ring Walk 14: West Ham to Woolwich Arsenal
Trinity House & Buoy Yard at Harwich	Rutherford Appleton Laboratory, Harwell Oxford, Didcot	5-day visit to Denmark
Cavendish, Cambridge	London Wetlands Centre	Upper Thames Walk: Ashton Keynes to Cricklade
Oxford: River cruise to Iffley	A walk around Hampstead Heath	Henley Royal Regatta (opening day) in the Steward's Enclosure
London Loop Walks - 15:	Royal School of Needlework & Hampton Court Palace	Natural History Museum at Tring & Pitstone Green Museum
Skinners' Hall, Dowgate Hill	Government Art Collection	Thames Path Extension Walk: Erith to Woolwich
Loseley House and Park	Walk: Reading to Pangbourne and Tilehurst	Meteorological Department, Reading University
Down House - home of Charles Darwin	Regent's Canal Towpath walk & Brunel Museum	Marshall's Aerospace & Museum of Technology, Cambridge
Capital Ring Walk 8	The Inns of Court and 2 Temple Place	Visit to Knole and Sevenoaks
Whitewebbs Museum & Rye House Gatehouse	A Walk in Bloomsbury and Visit to the Cartoon Museum	Tour of Fuller's Brewery and Hogarth's House
At Home – A Miscellany	Centre for Ecology and Hydrology, Wallingford & Didcot Railway Centre	Visit to Westminster Abbey
London Loop Walks - 16	East Anglia Transport Museum at Carlton Colville	
Trip to Paris	Thames walk 1: Woolwich to Greenwich	
Buckingham Palace	A visit to Royal Tunbridge Wells and Penshurst Place	
Capital Ring Walk 9	Cambridge Libraries	
London Loop Walks - 17	Circular Walk from Kemble, Gloucester, and back, to include the Thames Head	
Limehouse Basin and Docklands	St George's, Hanover Square	
London Loop Walks - 18	Thames walk 2: Greenwich to Waterloo	
Royal Military Academy, Sandhurst & Royal Logistics Corps Museum	The Goldsmiths' Centre, Clerkenwell	
The Royal Institution and Steinway Showroom & Workshop	A visit to FCO and Christmas Lunch	
Capital Ring Walk - 10		
MINI Plant, Oxford		
Tower Bridge RNLI & HMS Belfast		
Jordans Meeting House in Bucks		

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2010	2009	2008
At Home – A Miscellany	At Home on Meteorology	January At Home
National Measurement Office & Kneller Hall	Heathrow Terminals 4 & 5	St Paul's Cathedral
National Physical Laboratory	Hackney Empire & Sutton House	Vintners' Hall & Guildhall Library
Lambeth Palace & National Theatre	Bletchley Park	Astrium, Stevenage
London Loop Walk 10, 11, 12 & 13	Thames Water	Brooklands Museum, Weybridge
City of Oxford Visit	London Loop Walk 5, 6, 7a, 7b & 8	Apothecaries Hall & London's Bridges
John Wesley's Chapel & House	Cobham Hall	A guided walk from Kings X to Euston
Capital Ring Walks 3 & 4	Sizewell Nuclear Power Station	Royal Chelsea Hospital
East Malling Research	Mullard Space Science Laboratory	London Transport Museum, Acton
Hampton Court Roof	City Banking Halls	Tate Britain & Tate Modern Galleries
Olympic Park & Mill House	Royal Society & Royal Opera House	London Loop Walks 1, 2, 3 & 4
Royal College of Physicians & Regents Park Walk	At Home on Telescopes	Henley Rowing Museum & river trip
Sherlock Holmes Walk	Dorney Court & Kedermister Library	Blackmore Nursery & Gilbert White's Museum
Blenheim Palace	Lincoln's Inn & Sir John Soane's Library	Wilton's Music Hall
Jane Austen, Chawton & Winchester	Houses of Parliament & Westminster Abbey	RAL Space Department
Chart Gunpowder Mill & Brogdale Farm	Buckingham Palace & Royal Mews	Basing House & Archaeological Dig
LGC & Strawberry Hill House	Charleston Farmhouse & Monk's House	Royal Society & Royal Opera House
Capital Ring Walk 6	3 day visit to Bath	City Churches, Broadgate & Barbican
Handel House and Wallace Collection	RFU Twickenham & Marble Hill House	Historic Richmond Walk
Faringdon London Collection	Lord Rayleigh's Laboratory	July At Home - Food & Related Matters
	Windsor Castle	BedZED
	Herstmonceux Observatory & Castle	Queen Elizabeth's Hunting Lodge & Copped Hall
	Capital Ring Walk 1 & 2	A Sherlock Holmes Walk
	Camden Town Walk	Mansion House
	Glyndebourne	Secret Nuclear Bunker
	Visit to Oxford and OUP	Visit to Darmstadt, Germany
		Ford, Southampton
		Diamond Facility & ISIS
		River Walk, Hampton Ct. to Richmond
		St Pancras Station & Wembley Stadium

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2007	2006	2005
January At Home	The Lambeth Walk	MTH
Goldsmiths' Hall	Bevis Marks & Lloyds	RAL ISIS
Paddington Walk	Aylesford Newsprint	Taplow & Cookham
Butchers' Hall and surrounds	Wet Lands	Clerkenwell Walk & Museum of London
East end Whitechapel Bell Foundry	Westminster - Piccadilly	London Guildhall & Art Gallery
Spenser House	London Livery Companies	Renewable Energy Sources
The Magic Circle Experience	Chatley Heath Semaphore Tower & Cobham Bus Museum	Spitalfields
Old Operating Theatre & Herb Garrett	Windsor Park Walk	Guildhall
Spencer House	Portsmouth Historic Dock Yard	Regents Park Mosque
Dover Castle and Dover Museum	Lavenham	Archaeology Walk
Eric Wall & Wetland Centre, Arundel	Lullingstone Castle	Royal Institute of Great Britain
Royal Hospital Chelsea	Michelham Priory near Hailsham	RAL Central Laser Facility
St Thomas Hospital's Old Operating Theatre	At home Power generation	Mini spring break, Beaulieu Hampshire
Halls of the Livery	Mullard Radio Astronomy	Chartwell
The Magic Circle	Didcot Power Station & Pendon Museum	Sherlock Holmes Walk
Old Warden	Toulouse	Epping Forest
Drapers' Hall	Empty House Walk	Ramble from Erith
Royal Gunpowder Mills	T5 Heathrow	Historic Guildford
A Tudor Mansion	Southwark Cathedral & Fire Brigade	Leeds Castle
Assay Office	Dockyard at Chatham	Globe Theatre
RHS Wisley Gardens	St Pancras Library	Fishbourne Roman Palace
July At Home	Lambeth Walk	Surrey Satellite Technology Ltd
Wakehurst Place Gardens and seedbank	Whitechapel Bell Foundry	Igham Mote 14th Century Manor House
Apothecaries Hall	Inca Digital Printers	REMS Urban Ramble
City Churches		Globe Theatre
NIMR		Danson House & The Red House
Nature		Linley Sambourne
Mount Vernon Hospital		SIRA
AWE, Aldermaston		Military Intelligence Museum
Watermen's Hall & St. John's Gate		
Arsenal Stadium & Canal Museum		
Arches & Architecture – a walk from Kings X to Euston		

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2004	2003	2002
Alexander Fleming penicillin Museum	“Longitude”	British Museum
Thames Barrier	“Flying in the Dark”	Kirkaldy Testing Museum
Hitchin British School	Lloyds	Canal Museum & Family Record Centre
Canary Wharf	Bletchley Park	Met Office and QinetiQ Farnborough
Windsor	Swanich ATC	BBC TV Weather Centre
Jet	Artillery House	Bentley Priory
BBC and programme	British Engineerium and Preston Manor	Palace Theatre, Cambridge Circus
Weald and Downland Open Air Museum	Southampton Oceanic Centre	Met Office Instruments
CERN	Windsor & Eton	AWE
BBC tech	South Side House & Wimbledon Common	Finchcocks Piano Museum
Epping Forest	Rangers House	Royal Opera House
Charles Darwin Museum	Jet	NMRC and Steam Swindon
Jubilee River	Amoury House	OU History of Science Museum & punting
Blue Bell Railway	ICL	Summer Gathering
Eltham Palace	Stockwood Park Luton	“Max Born”
Ashley House Wellington Arch	At Home-Summer	“The Changing Face of Art”
Gorhambury House St Albans	The Technique of Conducting	UKAEA
Clarendon Oxford	Bells and Bell Ringing	“Past, Present and Future of the Cyclotron”
Reading ESSC	Music to your Ears	“David Hockney’s Investigations of Artists’ Aids”
Waverley boat trip	Memories of the Antarctic	Capel Manor College and Myddelton House, Enfield
Royal Free	Jubilee River & Savill Gardens	Kew and boat ride
Archaeology Walk	Royal Gunpowder Mills Waltham Abbey	Woolwich Arsenal
Haberdasher Boys	Denbies Wine estate Dorking	Milestone Museum Basingstoke
Science museum Blythe House	Hays Galleria, Tower Bridge	Organ Museum in St Albans & Mosquito
Royal Holloway	City Airport	College of Arms
Middle Temple & London Metro	Guards Museum, Queens Gallery	Optoelectronics Research Centre Southampton
	Glyndebourne	City Airport
	Peter the Great Walk	University of Herts including Observatory
	Astrobiology at Open University	Lloyds
	Mansion House	