

**The Old Chapel
East Street
Thame
Oxfordshire
OX9 3JS**

29th April 2024

Dear Sir/Madam,

Charity Bike Ride 31st August 2024

I am the chair of Thame Cycling Club and I am writing to inform you that we are conducting a bike ride for Charity on the date above. The chosen charity is Helen and Douglas House who provide hospice care for children, mainly in this area and adjoining counties. I have been in touch with Oxfordshire County Council who acknowledged this event but had no comment to make. They suggested I inform the local council and the police hence this letter. This is not an event in the sense of road closures, management of traffic, provision of food, temporary structures or spectators.

The charitable element of the ride will start at approximately 9am and finish at around 1pm. The specific details are as follows. The intention is to ride up Aston Hill, in Oxfordshire 76 times. This amounts to the same height as Mount Everest, hence us calling this "Aston Hill to Everest". Aston Hill is on the A40 near Lewknor and starts at the junction of the A4009, on the southern side. For the purpose of achieving the desired height the ride itself starts approximately 200 metres up the A40 from the A4009. The end of the measured section is at the junction with the left turn onto Kingston Hill.

As I am sure you are aware this climb is very commonly used by cyclists and our expectation is that whilst the road will be slightly busier the spread of activity across the whole period will not lead to a significant change in traffic flow. Cyclists will be using the road normally with no alterations required.

We will not be requesting any special provisions and road closures will not be required. We have conducted a risk assessment and will be placing warning signs on verges at various places just before the beginning of the hill, on the hill and at the concluding point. We will have non-cyclists ensuring that all those participating comply with the highway code and traffic legislation, and most importantly, take care. We expect no spectators.

Our base will be in the Lambert Arms, the Thame Mercure hotel on the A40 just before the junction with the A4009, on the northern side of that road. They have agreed for any necessary parking to be provided within the hotel environs.

As stated above we have completed a risk assessment and have £20M public liability insurance provided through Cycling UK.

I hope this is sufficient information but please contact me if you require any further detail.

Yours sincerely,

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