

What's happening at Regal Court Business Centre!?

November 2018

November

November is the eleventh and penultimate month of the year in the Julian and Gregorian Calendars, the fourth and last of four months to have a length of 30 days, and the fifth and last of five months to have a length of less than 31 days. November was the ninth month of the ancient Roman calendar. November retained its name (from the Latin *novem* meaning "nine") when January and February were added to the Roman calendar.

November's birthstones are the topaz (particularly, yellow) which symbolizes friendship and the citrine. Its birth flower is the chrysanthemum.^[1]



Join us in congratulating Hayley on her promotion to Head Customer Service Representative! She will now be assisting Fiona as well as continuing her role as CSR.

Also Sian is now the Marketing assistant as well as a Customer Service Representative! She will be heading up new and exciting ideas to promote Regal Court!

New Clients

We welcome Inenco Group Ltd to Regal Court! They help organisations of all sizes by helping them with a complete utility solution. This covers anything from negotiating supply contracts and analysing energy usage, through to offering them peace of mind by making sure their business is compliant with the latest

legislation.




Halloween

On Wednesday 31st October we held a spooky Halloween party in reception! We would like to say thank you to everyone that joined in and took part!



Why not follow us on social media!

 @regalcourtbusinesscentre

 @regal_court

 Regal Court Business Centre

Meet the Team

Fiona Bryan
Business Centre Manager

Hayley Phelan
Head Customer Service Representative

Sian Warner
Marketing Assistant / Customer Service Representative

David Taylor
Estates Manager

Bob Sampson
Head of IT

Patryk Kozanowski
Systems Engineer

Mai Badawy
Systems Engineer

Reception doors

With the clocks going back and the evenings drawing in sooner the reception doors will be locked at 5pm.

Any guests will still be able to access the building for any appointments between this hour of 5pm to 6pm with the receptionist by pressing the buzzer on the right hand door facing the building from the outside. The buzzer has a panel that states 'reception' which once pressed will ring the reception mainline number.

Did you spot our billboard just outside the Cophorne Hotel!?



Important dates in November

Thursday 1st Nov - All Saints' Day

Friday 2nd Nov - All Souls' Day

Monday 5th Nov - Guy Fawkes Day

Wednesday 7th Nov - Diwali/Deepavali

Wednesday 21st Nov - Milad un Nabi (Mawlid)

Dishwasher procedure:

Please can we ask everyone to put items in the dishwasher correctly:

- Plates & bowls in the bottom
- Cups & glasses in the top shelf
- Cutlery & utensils in the basket provided or the very top shelf on the 2nd floor machine.

Winter Weather

With the weather getting colder, there will be a chance of snow and ice. It is important all persons adhere to common sense protocols and accept they have a responsibility for personal safety by following simple rules :

Snow and ice present health and safety risks, as the potential for slips, trips and falls increases significantly.

Walk, don't run.

Wear appropriate footwear with a non-slip sole.

Try where possible to keep your hands free of objects in order to aid balance and minimise the effects of a slip, trip or fall.

Allow more time for your journey.

Be mindful of slipping while walking, particularly when using ramps and steps.

If driving be mindful of skidding when leaving car parks as they may not have been gritted.

A little Health and Safety...

As you are aware we run the centre Monday to Friday 8am-6pm. Within these time we are here to cover all health and safety procedures including the fire alarm system.

However, out of these hours it is up to the individual client to fully understand the procedures in order if something is to happen they know what to do.

But please note in an emergency to ring the centre out of hours number:

01753 910 909



The **2018** Cenotaph Service and two minute silence takes place on 11/11/2018. The traditional UK wide ceremony will be held in Whitehall, with **Remembrance** events at local cenotaph's across the country.

What's happening in Slough!?

Family grand bonfire night extravaganza

Burnham Football Club - Friday 2nd November 2018

5:30pm til 10:00pm (last entry 8:30pm)

Pre-booked tickets will be available from many local shops at a reduced rate. The list will be published on our <https://www.burnhamhall.co.uk> page. The gates will open at 17.30 for families to enjoy the fun fair and entertainment. Then the display in our seated and standing stadium will begin around 19.30. Even after the display there's a disco and more live music.

Uxbridge Fireworks Display, Saturday 3rd November 2018

12:00pm til 9:00pm From 12-4pm is FREE after is charged. Byron Park, HA3 7QX

(celebration of culture) Event gates will be open from 12 pm, and WE ARE FREE TILL 4 pm, then paid after our fireworks display will kick off at approximately 7.45pm. Tickets available at <https://www.uxbridgefireworks.co.uk/> for up to 40%

Christmas lights switch on

17 November 2018, Town Square, High Street, Slough

The Christmas lights switch on event will feature music, dance and a preview of The Curve's pantomime Beauty and the Beast.

