

**Afternoon Tea**  
**1 April 2025**  
**2.30pm to 4.30pm**  
**Terrace Pavilion, House of Commons**

We look forward to seeing you on 1 April 2025. Here is some information you may find useful for the day.

**Arriving in Westminster**

- Please leave around 30 to 40 minutes to pass through security.
- Please bring your invitation with you as you will need it to gain access. This can be electronic or paper format.
- It is usually best to have some photo ID just in case, although this is rarely requested.
- Please allow an hour to get into the building.
- A map is attached which shows the Cromwell Green visitor's entrance (number 8).
- The event is being held in The Terrace Pavilion. When inside the building, parliamentary staff will be happy to direct you.
- If you arrive early, there is a café and gift shop located just after security.
- You will not be able to gain access to the Terrace Pavilion until 2.30pm.
- If you have mobility issues or are using a wheelchair please ensure that you speak to a member of staff on the entrance gate and they will be able to advise you who to speak to for step-free access to the room.

**Travelling to Westminster by public transport**

- The nearest tube is Westminster, which is on the Jubilee, District and Circle tube lines.
- There is step free access from the platform to the street at Westminster and this kind of access is marked with a wheelchair symbol.
- If you want to check the access for any particular tube station you can do so using the Transport for London website, [www.tfl.gov.uk](http://www.tfl.gov.uk).
- The House of Commons entrance is about 5 minutes walk from the tube.

**Travelling to Westminster by car**

- There is a Q-Park car park located an approximate 5 minute walk away <https://www.q-park.co.uk/en-gb/cities/london/poi/houses-of-parliament/>. It is best to book in advance to guarantee a space.
- You may need to pay the Congestion Charge, Ultra Low Emission Zone (ULEZ) and/or the Low Emission Zone charges to drive in London.
- Find out more here: <https://tfl.gov.uk/modes/driving/pay-to-drive-in-london>
- There is no designated area to drop or pick someone up from Parliament.

**On the day**

The event starts at 2.30pm with afternoon tea. Speeches and Awards will begin at 3.00pm. Dress code is smart.

**For more information please contact:**

Jill Hamilton by contacting the NASS office on 020 8741 1515 or email [jill@nass.co.uk](mailto:jill@nass.co.uk). Please note that I will not be available on the telephone on 1 April.