

Welcome to Olgra

We have made every effort to ensure that your stay will be as comfortable and enjoyable as we can make it. If you encounter any problems with the fixtures, fittings or equipment during your stay, please contact our property manager,

BARBARA JOHNSTON,
on **01758 740208**

who will endeavour to have them put right.

BOOKING CONDITIONS

- Do not accommodate more than 31 persons.
- Ensure good supervision of your group in order to avoid damage to the house or annoyance to the neighbours.
- In the event of any damage, please inform the property manager as soon as possible.
- Please leave the house clean and tidy at the end of your stay.
- Please arrive after 3.30pm on the first day of your booking and leave by 10am on the day of your departure. (If there are any difficulties about this, please contact the Property Manager.)
- **Smoking is not permitted in the house.**

ADDITIONAL INFORMATION

There is limited wheelchair access.
Parking is available for up to 8 vehicles.

HEAT AND POWER

Oil fired central heating.
Electricity, gas and oil are included in the rent.

USEFUL TELEPHONE NUMBERS

Doctor	01758 712070
Dentist	01758 713955
Police	01286 673347
Taxi	01758 713000

THE LAYOUT OF THE HOUSE

GROUND FLOOR

Large lounge
Dining room
Kitchen
Toilet with wash basin

FIRST FLOOR

Bedrooms 1, 2 and 3
Shower rooms - 4 individual
(2 of which have wash basins)
Toilets - 2

SECOND FLOOR

Bedrooms 4, 5, 6 and 7

EQUIPMENT

Kitchen: well equipped with ample equipment, a catering gas range, urn, microwave, fridge and a chest freezer.

Utility room with a dishwasher, washing machine and tumble drier.

Lounge: colour tv/video, electric fire

Outside: shower

ELECTRIC CIRCUIT BREAKERS

The main breaker and subsidiary breakers are located in a high level cupboard in the kitchen and in the hallway outside the kitchen door.

SLEEPING ACCOMMODATION

Room 1: Sleeps 2 in a double bed
Room 2: Sleeps 6 in bunks
Room 3: Sleeps 8 in bunks
Room 4: Sleeps 2 in bunks
Room 5: Sleeps 6 in bunks
Room 6: Sleeps 6 in bunks
Room 7: Sleeps 1 in a single bed

Each bed has 2 pillows and either a duvet or blankets.

A cot is available.

PLEASE REMEMBER

We do not supply bed linen, towels or tea towels.

SHOPPING FOR FOOD

Talafor (Londis) in the village, and the deli on the way down to the harbour for fresh bread; Spar on Cae Du, 5 min walk along past Goslings towards Sarn Bach. Asda and Coop in Pwllheli and, a little further afield, Tesco and Lidl in Porthmadog. Nearest Cash and Carry is Blakemore's in Bangor.

FIRE SAFETY POLICY

General Obligations

The CCET has conducted a Fire Safety Risk Assessment of the premises, a copy of which can be found in the Site Folder. Group leaders are responsible for the FSRA of any activities they conduct, and for the safe use and storage of any equipment or materials brought on to the premises.

The Cambrian Coast Evangelical Trust takes the safety of its buildings and residents very seriously and has installed fire safety equipment.

Responsible Person

The group leader, or designated other, assumes the duties of Fire Warden. The Fire Warden must ensure that all members of the group know what to do if they discover a fire, and of the evacuation procedure.

Disabled Persons

Whenever a person with a disability is on site, there should be an assigned person in their group or room to ensure that, in the event of an emergency evacuation, he/she is evacuated safely.

Documentation

The document should be read in conjunction with the following:

- Fire Safety Risk Assessment which includes safety certificates
- Emergency Evacuation plan
- Fire Safety Information for Group Leaders

Property Manager's duties

The Property Manager will test the alarm system as part of the property check before the arrival of visiting groups, and, in the case of a prolonged vacancy, on a monthly basis. The Property Manager will record the dates when the alarm is tested on a record sheet in the Property Manager's folder. The Property Manager will arrange for fire fighting appliances and systems to be checked and tested annually. Storage cupboards will be kept locked.

Communication

The house has a fire alarm with smoke detectors, manual call points and sounders throughout the house.

Procedures

In the unlikely event of a fire, the person discovering the fire should activate the alarm system by breaking the glass in one of the call points. If possible, without endangering the life of self or others, attack the fire using the extinguishers provided. Occupants should leave the building in an orderly fashion and gather at the muster point.

The Fire Warden should:

- call the fire brigade. The nearest public telephone is in the Village Hall car park, next door.
- ensure all persons have evacuated the property.

The muster point is outside the Village Hall, Lôn Gwydryn (next door).

Please note: Abuse of the fire safety equipment and signage is taken very seriously and will result in the loss of your security deposit.

PLEASE ENSURE EACH MEMBER OF YOUR GROUP BRINGS (AND USES) 2 PILLOW CASES AND 2 SHEETS, (OR 1 SHEET AND A DUVET COVER) OR A SLEEPING BAG. A CHARGE OF £5 PER BED WILL BE LEVIED FOR SOILED BEDDING. REPLACEMENTS, WHERE NECESSARY, WILL BE CHARGED AT COST.

Location

Olgra
Stryd Fawr (High Street)
Abersoch
Pwllheli
Gwynedd LL53 7DT



Enter Abersoch on the A499 from Pwllheli. Turn left onto the one-way system just past the Riverside Hotel. Turn sharp right in front of the NatWest bank to follow the one way system up the hill. Olgra and Olgra Bach are semi-detached forming the large building on the right at the next corner where the one-way system turns right into Lôn Gwydryn, opposite Goslings.

www.ccet.org.uk

The Cambrian Coast Evangelical Trust is a registered charity
charity number 259100

September 2008

welcome to
Olgra



information for leaders

CAMBRIAN COAST
CCET
EVANGELICAL TRUST