

# Welcome to Pendorlan

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,

**ANNE BROOKES, ON 01758 721630**

who will endeavour to have them put right.

## BOOKING CONDITIONS

- Do not accommodate more than 20 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 6 vehicles.

## HEAT AND POWER

Electricity for the background night storage heaters and gas for cooking is included in the rent. Additional electricity is by a £1 coin meter.

## USEFUL TELEPHONE NUMBERS

Doctor	08448 151166
Dentist	01758 701658
Police	01286 673347
Taxi	01758 720131

## THE LAYOUT OF THE HOUSE

### GROUND FLOOR

Large lounge  
Dining room  
French lounge  
Kitchen  
Utility room  
Toilet

### FIRST FLOOR

Bedrooms 1, 2 and 3 ('The Bridal Suite!')  
Bathroom with shower and WC  
Shower room  
Toilets - 2

### SECOND FLOOR

Bedrooms 4 and 5

### LARGE ENCLOSED GARDEN AT REAR

## EQUIPMENT

**Kitchen:** equipped to cater for 20 with a catering gas range, urn and fridge/freezer; Utility room with a washing machine, fridge and freezer.

**Lounge:** TV and electric fire

**French Lounge:** TV & video

## ELECTRIC CIRCUIT BREAKERS

The main fuses and coin meter are located in the kitchen, local fuse boards are in the French Lounge.

## SLEEPING ACCOMMODATION

Room 1: Sleeps 6 in bunks  
Room 2: Sleeps 6 in bunks  
Room 3: Sleeps 2 in double bed  
Room 4: Sleeps 2 in single beds  
Room 5: Sleeps 4 in single beds

Rooms 1, 2 and 5 each have a washbasin.  
Each bed has 2 pillows and a duvet.

A cot is available.

## PLEASE REMEMBER

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

## SHOPPING FOR FOOD

Londis or Spar in the village.

Coop, Sommerfield and Asda in Pwllheli and, a little further afield, Tesco and Lidl in Porthmadog. Nearest Cash and Carry is Blakemore's in Bangor.

The village also boasts a chippy, cafes (seasonal), pharmacy, Post Office and bank with a cash dispenser.

## 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/sounders throughout the house and an additional call point in the utility room. (The alarm will reset when the condition that caused it abates.)

## Procedures

In the unlikely event of a fire, the automatic alarm system should activate the sounders. If the fire is in an area where the automatic system has not activated, the person discovering the fire should shout 'FIRE' repeatedly. 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 outside the school at the top of the road.
- ensure all persons have evacuated the property.

The muster point is outside the property on Beach Road (Lôn Traeth).

**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

Pendorlan  
Lôn Y Traeth (Beach Road)  
Nefyn  
Pwllheli  
Gwynedd LL53 6EF



Follow the signs to Nefyn from Pwllheli. At the roundabout with the Bryncynan pub/restaurant in front of you, turn right towards Nefyn. The speed limit changes to 30mph as you reach the high Street. Drive to the end of the High Street where there is a mini roundabout with the HSBC bank on your right. Turn left up the hill. Follow the road round past the Nanhoron hotel on the left and the memorial in the centre of the road. Beach road is on the right just as you pass the school (on your left). Pendorlan is the last but one house on the left before the road dips down to the beach.

[www.ccet.org.uk](http://www.ccet.org.uk)

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

November 2008

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information for leaders

CAMBRIAN COAST  
**CCET**  
EVANGELICAL TRUST