

**ULLEY SAILING CLUB****WORKING PARTIES –19, 20, 26, 27 MARCH 2022****JOBS:**

Area/job	Tick when done	Comments	Equipment required	Supply of equipment
<b>Galley – clean / tidy:</b>				
Fridge			Sink bowl, clean cloths, washing up liquid	D Holt
Drinks Fridge			Sink bowl, clean cloths, washing up liquid	D Holt
Cupboards internal			Sink bowl, clean cloths, washing up liquid	D Holt
Cupboards external			Sink bowl, clean cloths, washing up liquid	D Holt
Shelves (inc glasses)			Sink bowl, clean cloths, washing up liquid	D Holt
Oven (clean)			Oven cleaner, <b>rubber gloves</b>	D Holt
Microwave (clean)			Sink bowl, clean cloths, washing up liquid	D Holt
Clean floor			Pressure washer with patio cleaner tool	
Clean chrome on front of bar			Chrome cleaner, rag	D Holt
<b>Club room – clean / tidy:</b>				
Clean windows			Window cleaner, clean cloths	D Holt
Polish curtain rails		Helps curtains slide!	Furniture polish, <b>yellow step ladder</b> (from store room)	D Holt
Clean soft furnishings – sofa and blue chairs		Does anyone have an upholstery cleaner? Or hire one for club.		N Panter will try to bring hers in
Put things where they belong!			Patience!!!	
<b>Storeroom – clean / tidy</b>				
Organise buoyancy aids		Ensure fit for purpose. Keep rubbish ones for working parties – marked clearly for this use. See Nicky.	Permanent markers,	N Panter

Area/job	Tick when done	Comments	Equipment required	Supply of equipment
Log buoyancy aids		We need a full list of sizes and numbers	Paper and pens	N Panter
Move folders and Instructors' equipment to cupboard in club room opposite galley door		See Nicky	<b>yellow step ladder</b>	Storeroom
<b>Cleaning Cupboard – tidy</b>			Patience!	
<b>Changing rooms – male</b>				
Clean walls			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean benches			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean shelves			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean sink		<i>May need another quick clean at end of working parties</i>	<b>Rubber gloves</b> , bucket, cloths, soap, Cif	D Holt
Clean toilet			<b>Rubber gloves</b> , toilet brush, bleach, soap, cloth	D Holt
Clean urinals			<b>Rubber gloves</b> , toilet brush, bleach, soap, cloth	D Holt
Clean floors			Pressure washer does a good job!	D White
Clean chrome			<b>Rubber gloves</b> , chrome cleaner, rag	D Holt
<b>Changing rooms – female</b>				
Clean walls			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean benches			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean shelves			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean sink		<i>May need another quick clean at end of working parties</i>	<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean toilet			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean floors			Pressure washer does a good job!	
Clean chrome			<b>Rubber gloves</b> , chrome cleaner, rag	

Area/job	Tick when done	Comments	Equipment required	Supply of equipment
<b>Changing room – disabled/family</b>				
Clean benches			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean shelves			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean sink		<i>May need another quick clean at end of working parties</i>	<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Clean toilet			<b>Rubber gloves</b> , toilet brush, bleach, soap, cloth	D Holt
Clean floors			Pressure washer does a good job!	
Clean chrome			<b>Rubber gloves</b> , chrome cleaner, rag	D Holt
<b>Patio:</b>				
Sweep			Sweeping brushes Leaf grabber	D White In cleaning cupboard
Remove weeds			<b>Gardening gloves</b> , weed knife	In cleaning cupboard
Paint bench to side of building			<b>Protective gloves</b> , paint, brush	J Bratherton - paint, Other items – in cleaning cupboard
Paint picnic benches		<b>On hold – may not do this</b>		
Paint fencing		<b>On hold – may not do this</b>		
<b>Boat Park – clear/tidy</b>				
Pick litter			Litter pick sticks, black sacks	In cleaning cupboards
Clear leaves			Leaf grabber	In cleaning cupboard
Trim base of trees			<b>Protective gloves</b> , <b>Sturdy footwear</b> , handsaw, secateurs	See D White
Jet wash joints on deck and reseal				See D White
Cut grass			<b>Sturdy footwear must be worn</b>	
Main gates – bolts tightening		<b>Alan Ward</b>		
Get petrol strimmer working			<b>Relevant PPE</b>	

Area/job	Tick when done	Comments	Equipment required	Supply of equipment
<b>Other external</b>				
Litter pick			Litter pick sticks, black sacks	In cleaning cupboards
Clean jetty		<b>On hold until maintenance work done</b>		
Replace post for rope fence down top of slipway		<i>See D White</i>	<b>Spike required</b>	
Beach		<i>See D White</i>		
<b>Club boats</b>				
Check condition of and clean all club boats (inc safety boats)			Bucket, sponges, soap	D Holt
Check all boats:		<i>See D White</i>		
Qubas	/	<i>Done</i>		
Terras				
Lasers				
Feva				
Enterprise 1				
Enterprise – red				
Topper				
Topaz				
Mirror				
Quba no 4 – make 1 race rigged		<i>New sail (may be in another boat but needs swapping)</i>		
Laser step		<i>See D White</i>		
Pump up trailer tyres			Foot pump	Cleaning cupboard

Area/job	Tick when done	Comments	Equipment required	Supply of equipment
<b>OD Tower</b>				
Re-paint		<i>Started – needs finishing. See D White</i>	<b>Protective gloves</b> , paint, brush	See D White
Maintain support struts		<i>See D White</i>		
Replace flag pole		<i>Does anyone have a contact for an old lamp post?</i>		
Tidy inside				
Wipe surfaces			<b>Rubber gloves</b> , bucket, cloths, soap	D Holt
Sweep out			Sweeping brush	
Make course direction board		Needs somebody handy with wood.		<i>See D White</i>
Trim bushes and trees to OD jetty			<b>Protective gloves, Sturdy footwear</b> , handsaw, secateurs	See D White
<b>Miscellaneous</b>				
Paint new side door where wood exposed			<b>Protective gloves</b> , paint, brush	
Sort/check Safety Boat kit boxes x 2		Checklist in boxes let George P know if anything missing		
<b>OTHER JOBS PLANNED – “SPECIAL” SEPARATE WORKING PARTIES TO BE HELD</b>				
<b>Boat rack</b>		Jeremy King and Ian Wood organising	May be completed by contractors	
<b>Jetty – re-clad</b>		George Panter and Ian Wood organising	New composite boards to be fitted (on order)	
<b>OD tower step replacement</b>		Ian Wood organising	To be completed by contractors	
<b>Outboard Engine Servicing</b>		George Panter only		