

## DECORATIONS Fact Sheet

Hints on DIY Internal Re-decoration of your House.

If occupants wish to carry out internal redecoration the following guidance notes have been prepared in an attempt to achieve a uniform standard of finish.

### **Policy**

Re-imburement of up to £120 per annum may be claimed for paint only. Applications for re-imburement should be made on the same form as the Minor Repair Claim on a quarterly basis. Retain all your receipts for attaching to the claim.

### **Preparation Work**

The use of dust sheets to cover floors, carpets and window sills will prevent damage which may result in expensive removal or replacement in the future.

It is advisable to paint all ceilings first, followed by wall finishes and then joinery. To achieve an acceptable and durable paint finish it is essential to wash down and prepare existing surfaces prior to decorating. Care should be taken when decorating around power points or light switches etc. not to paint over the fittings. These could be covered with masking tape first. Low-maintenance hardwood surfaces should be washed down and not overpainted

Glass-papering joinery prior to re-decoration is always an awful bind – the paper always clogs up after a few minutes. This could be speeded up (and a very high-quality finish obtained) by using a coarse 'Wet and Dry' abrasive paper washed out in a jar of white spirit (turps substitute). Afterwards, wipe over with a rag moistened with white spirit to leave the surface in perfect condition for re-painting.

Painted joinery should be finished in gloss white and walls finished in colours chosen from the lighter shades range of emulsion paints. When dark colours are used it is very expensive for the Diocese to change these colours for the next occupant.

### **Safety**

As mentioned earlier in this booklet, some areas cannot be safely accessed by you such as the hall, stairs and landing and the redecoration of these areas will be undertaken and funded by the Diocese.

Please ensure that, when you are using decorating materials, you follow the Manufacturer's instructions especially the need to provide adequate ventilation.

### **Left over paint**

Left over paint is classed as hazardous waste and care is therefore required in its disposal. Only dried out paint cans can be placed in general waste bins. There is usually a household hazardous waste amnesty event held in September each year when such waste can be taken

to recycling centres free of charge. Please therefore take advantage of these events and do not allow partial pots of paint to collect in garages and sheds for any length of time unless there is a real possibility that they will be used.

**Conclusion**

These notes are not extensive but provide only the basic parameters within which the works should be executed. Further guidance may always be obtained from the Property Department.