



ESTATE AGENTS | LETTING AGENTS

Tenant Handbook

Property Management

YOUR IMPORTANT CONTACTS

BARBERS PROPERTY MANAGEMENT OFFICE:

TOWER HOUSE, MAER LANE, MARKET DRAYTON, SHROPSHIRE, TF9 3SH

TEL: 01630 650140

EMAIL: propertymanagement@barbers-online.co.uk

REPORTING A MAINTENANCE REQUEST: barbers.fixflo.com

OPENING HOURS:

Monday - Friday: **8.45am-5.30pm**

Saturday: **9am-4pm**

SIX MAIN ENERGY SUPPLIERS:

British Gas

0800 072 8625

E.ON Next

0808 501 5200

OVO Energy

0330 303 5063

SSE

0345 070 7373

EDF

0330 009 6999

Scottish Power

0800 027 0072

EMERGENCY NUMBERS

National Gas

0800 111 999

National Grid Electricity

0800 404 090

Severn Trent Water

0800 783 4444

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HELPFUL TIPS FOR THE DAY YOU MOVE IN:

- Locate and check/read meters.
- Make sure you have gas & electric `including that you have credit if on a pre-payment meter`.
- Locate stop tap - The stopcock in a property can typically be located:
 - o Underneath the kitchen sink
 - o In an airing cupboard
 - o In the basement
 - o Under the floorboards by the front door
 - o If you cannot locate one within the property there will be one externally i.e., in the pavement.
- Locate fuse board - this can be located:
 - o In a hallway
 - o Next to your electric meter
 - o Garage
 - o Kitchen
- Review inventory - When you signed the tenancy agreement you will have been given an ingoing schedule of condition/inventory. It is very important that you go through this and make any amendments where applicable. Once you have completed this, please sign and return within 7 days.



Tenant

What is a tenant responsible for?

- Paying the rent as agreed, on time.
- In most cases, paying the council tax and water and sewerage charges; but in some cases, your landlord may include the cost for these in the rent.
- Paying service and utility bills (gas, electricity and broadband etc.) unless agreed otherwise with the landlord.
- Ongoing testing and replacement of batteries in smoke alarms and carbon monoxide alarms.
- Taking proper care of the property and reporting any damage made.
- Not causing disturbance or nuisance to neighbours.
- Providing the landlord with access to the property for repairs and inspection, providing reasonable notice (usually 24 hrs.) has been given by the landlord or Barbers.
- Providing Barbers with access to the property, once reasonable notice has been given (usually 24 hrs.).
- Giving the required amount of notice (one month, or whatever is specified within your agreement), if you wish to terminate the agreement.
- At the end of your tenancy, to cooperate with the landlord or Barbers to allow viewings for prospective new tenants of the property.



Landlord

What is a landlord responsible for?

- Allowing tenants to reside in the property without disturbance.
- Making reasonably prompt repairs and undertaking maintenance to the property if required.
- Maintaining the structure and exterior of the property, space heating,
- Hot water installations and water supply, electrical wiring, basins, baths, sinks and toilets, etc.
- Ensuring that all gas appliances are safely maintained and annually certified by a gas engineer.
- Making sure all electrical equipment is safe to use and provide an electrical certificate.
- Providing all tenants with an in-date Energy Performance Certificate.
- Applying for a house in multiple occupation (HMO*) license where applicable.
- If the property is furnished, ensuring the necessary fire-safety regulations are met.
- Providing and maintaining smoke/fire alarms and extra precautions for properties such as HMO's e.g., fire extinguishers, fire blankets and fire escapes.

** An HMO is a property which is occupied by a group of people who are not a family.*

ALARMS

Smoke alarms and carbon monoxide alarms can be mains powered or battery powered. If your alarm is battery powered and is not functioning correctly, please check whether the batteries require replacement.

Some mains powered alarms also have battery backup please check whether the batteries require replacement before reporting your issue. Do not disable alarms or leave them without batteries. The replacement of alarm batteries is an occupier's responsibility.

APPLIANCES

If safe and convenient to do so please perform the following checks before reporting an issue via **barbers.fixflo.com** (This is subject to landlords' responsibility):

- Please check your fuse box or consumer unit to see if circuit breakers require resetting.
- Most kitchens will have isolator switches for ovens, washing machine, dishwasher etc., please ensure these are on.
- There is enough credit on the meters.
- The gas is switched on.
- Check the timer of the oven is set.
- If a dishwasher, tumbler dryer or washing machine make sure the filter is clear.
- Defrost the fridge/freezer on a regular basis and make sure the drain to the rear isn't blocked.

BLOCKED GUTTERS

Please note that tenants are responsible for keeping the gutters clear from any blockages. If the gutters are blocked, you may need to arrange for these to be cleared at your own expense.



BREAK-INS / VANDALISM

If you have suffered a break-in that has resulted in damage to the external doors or windows, please report the incident to the police, and then contact Barbers who will arrange for a contractor to secure the property. It is important that the police are advised and a crime reference number obtained as failure to do so may prevent you or the landlord from making an insurance claim.

BROADBAND/TV/TELEPHONE INSTALLATION

Many tenants want to install broadband/TV/telephones into their properties. The costs and the contract for these are the tenant's responsibility. Please note that permission must be sought from the landlord to install any of these if there is not already cabling into the property.

In many modern developments and in Conservation Areas satellite dishes are forbidden. In all cases it is the responsibility of the tenant to find out if any restrictions exist on the property they are renting. If a dish has to be removed because of such restrictions the tenant will be liable for the costs.

It is also your responsibility to purchase a TV license if you watch or record any TV. This includes the use of such devices such as a computer, laptop, mobile phone and tablet. Please note tenants may have the use of the supporting cables/equipment which may be already be provided on or in the property and as listed in the inventory. However, should any of those items require repair or be beyond repair your landlord is not responsible for the cost of repair or replacement.

BROKEN GLASS & WINDOWS

It is the responsibility of you the tenant, to repair and/ or re-glaze any windows or glazing damaged by you or a visitor to the property.

CHIMNEY SWEEPING

It is the tenant's responsibility to sweep the chimney every 12 months or as advised on the chimney sweep certificate provided to you.

COUNCIL TAX

All tenants are responsible for the payment of council tax at their rented property. We will inform the council of the tenant details after check in and check out to ensure you are not charged beyond the period of your tenancy. If you have any queries regarding council tax then please contact your local authority directly.

Cheshire East Council

c/o Municipal Buildings,
Cheshire East Council
Earle Street,
Crewe
CW1 2BJ

Tel: 0300 123 5031
Counciltax@cheshireeast.gov.uk

Cheshire West & Chester Council

HQ
58 Nicholas Street
Chester
CH1 2NP

Tel: 0300 123 8123
CouncilTax@cheshirewestandchester.gov.uk

Newcastle-u-Lyme Borough Council

Castle House
Barracks Road,
Newcastle-under-Lyme
ST5 1BL

Tel: 01782 717717
Customerservices@newcastle-staffs.gov.uk

Shropshire Council

Shirehall
Abbey Foregate
Shrewsbury
Shropshire
SY2 6ND

Tel: 0345 678 9000
Council.Tax@Shropshire.gov.uk

Stafford Borough Council

Civic Centre
Riverside
Stafford
ST16 3AQ

Tel: 01785 619000
info@staffordbc.gov.uk

Telford & Wrekin Council

Larkin Way
Tan Bank
Wellington
Telford
TF1 1LX

Tel: 01952 380000
Contact@telford.gov.uk

DECORATION

You are not permitted to carry out any alterations or redecoration at the property without the landlord's permission. Should you wish to make any changes to the property, you must inform us in writing and wait until permission is given before any work commences. If you carry out alterations or redecoration without permission you will be charged for any costs associated with returning the property to its original state. Please note this includes wall mounted pictures.



DEPOSIT RETURN

Your property will be inspected when you leave by Barbers' representative following check-out. The property must be completely ready for checking at the time as any issues picked up cannot be rectified by the tenant after the inspection.

To make sure you get as much of your deposit back as possible you should:

- Ensure your rent is paid up to date as any arrears will be taken from the deposit.
- Attend to all cleaning required.
- Return all keys.
- Remove all rubbish.
- Ensure all items listed in the inventory are present, in good condition and in the original location otherwise, you will be charged.

Once an agreement has been reached your deposit will be refunded via Bacs which can take 3-5 working days.

DRAINS

Keep your drains clean by following the below:

- Never pour grease or cooking fat down the sink or drain
- Carefully remove any food waste from plates before rinsing in the sink
- Do not flush wet wipes, makeup wipes, sanitary towels, harsh chemicals or any other items down the toilet - dispose of these in a bin.
- Remove excess hair from the plughole after each time you use the shower to avoid blockages.

ELECTRICAL FAULTS

When working on an appliance or light fitting, unplug it first from the mains supply. If the following actions do not work, contact us via **barbers.fixflo.com**

Before calling us, check:

- Check there is not a power cut in your area.
- That the electric meter is turned on.
- Call the utility provider to check that the loss of power is not because of unpaid bills or failure to pay for connection.
- If you have a pre-payment meter, that the credit hasn't run out. Most meters of this kind do have an emergency allowance.
- If the fuse box has tripped – this sometimes happens automatically when there's a power surge.
- If you have a faulty plug or socket, this can trip the fuse box switch - plug an appliance into each socket to see if it has power. Also check plug & socket outlet for burn marks, buzzing, crackling or excessive heat.
- Also check whether the shutter mechanism in the socket has stopped closing when removing a plug - if any of these happen, please contact us via our online reporting site (**barbers.fixflo.com**).



Please note: If the electricity has gone off ('tripped') because of a fault on an appliance that you own, we are not responsible for repairing it. We may charge you if you call us out for an electrical emergency that turns out to be due to a fault on one of your appliances or failure to re-set the trip switches in the fuse box.

EMERGENCY REPAIRS

Use of the out of hours emergency call out service is for genuine emergencies only. These are instances where further damage could be caused to the property if it is left unattended or indeed danger to the tenant or neighbour.

Appliance and heating breakdowns are not regarded as emergencies that should be dealt with out of hours.

If you need to report an emergency repair outside the office hours you should call 07973 150402. If you get no reply please leave a message with your name, number, address and nature of the problem and we will return your call.

All other repairs should be reported via our online reporting site **barbers.fixflo.com**. Non urgent repairs reported as an emergency will result in call out costs being charged to you, as the tenant.

FENCES

Your landlord may not be responsible for all boundaries around the property. Please check with you neighbour if they are responsible & please provide as much detail as to the location of the maintenance concern i.e., left, rear, right side as you look out of the property.

FIRE

If there is a fire at the property under no circumstance, should you try to put it out yourself. You must immediately evacuate the property and then contact the emergency services to report the fire. After that you must contact us by telephone.

GARDEN

It is the tenant's responsibility to maintain the garden at the property and no changes to the garden must be made without the landlord's consent. Failure to do so may mean that there will be a charge taken from your deposit to bring the garden up to standard or to return the garden to its original state.

GAS LEAK - WHAT TO DO

Domestic gas doesn't actually have a smell, energy providers add it to the supply to enable you to smell a gas leak straight away so always be aware of the smell of gas.

Physical symptoms of a gas leak can include: dizziness, fatigue, nausea, headaches and irregular breathing. So, if you find this happening to you when you are inside but not outside, you could have a gas leak.

What do you do if you smell gas in your property?

- Turn off the suspected appliance
- Prevent use of electricals and naked flames
- Ventilate the property
- Open windows and external doors immediately to allow the gas to dissipate as quickly as possible
- Turn off gas supply at the mains
- Call National Gas Emergency Service - **0800 111 999**
- Evacuate if necessary
- Tell the neighbours
- Wait for the all clear

GAS SAFETY INSPECTIONS

By law, gas appliances must be checked at least once a year to make sure they are safe. The engineer will make an appointment to visit your home to carry out this safety check.

It is a strict legal requirement that your rented property has a valid landlord gas safety check and you will be provided with a copy of this. It will be valid for 12 months from the date of inspection. It is in the interest of your own safety and welfare that you cooperate fully with contractors making appointments with you to carry out the inspection.

HOLIDAYS

If the property will be completely unoccupied for in excess of 28 days at any one time, you must let us know in writing. This may affect the landlord's house insurance and may need to take additional steps to protect the property. During winter months, your heating should be left on low or a timer to avoid burst pipes.

INSTRUCTION MANUALS

Whilst we make every effort to ensure that these are available for tenant use, it often is just not possible. Please check the following websites if you have trouble operating an appliance:

www.manualsonline.com

www.instruction-manuals.co.uk

INSURANCE

You are required to have insurance cover for all your own personal possessions and any accidental damage you may cause to the property, furniture, fixtures or fittings. It should be noted that in case of a fire or flood for example your possessions would not be covered by the landlord's insurance.

KEYS

As tenants you will receive one full set of keys which must be returned at the end of the tenancy. Under no circumstances should locks be changed or additional locks added without permission. Failure to comply with this may result in additional costs to you. All keys should be returned to Barbers on the day of check-out in working order. Failure to return all keys issues will result in lock being changed and deductions made from your deposit. If you lock yourself out of the property or lose keys, they may be available from the office during normal working hours however £10 must be left as a deposit. If you lock yourself out outside of opening hours then the cost of any emergency contractor would have to be met by you and probably will have to be settled on the spot. Our emergency contractors have no access to our keys.

LEGIONELLA

Legionnaires disease is a water-borne bacteria found in artificial water systems, water tanks, showers, taps etc.

There are a few simple things you can do to stop the growth of legionella bacteria:

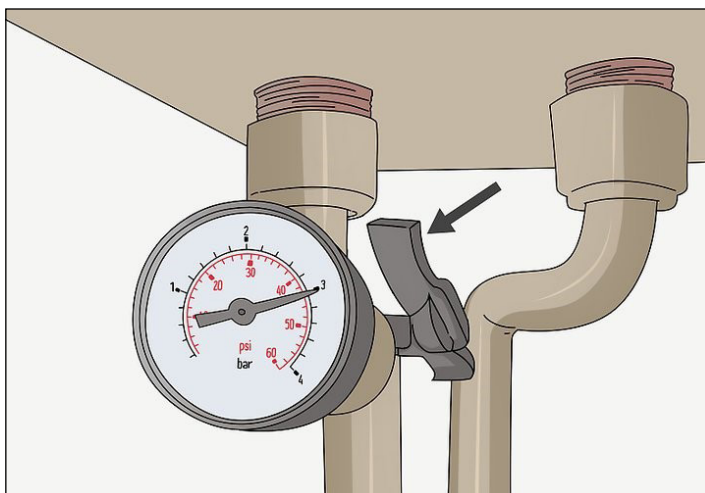
- Regularly flush through hot/warm water pipes (all taps and showers).
- Regularly dismantle the showerhead and hose and disinfect and descale.

Please note only use a disinfectant and cleaner. Do not use a bleach-based substance. If you are away for an extended period, turn on each tap point separately and flush through the water for 2 minutes and disinfect and descale the shower head as recommended above.

LOSS OF HEATING AND/OR HOT WATER

If safe and convenient to do so please perform the following checks on your boiler before reporting an issue:

- Make sure that the electricity and boiler are turned on
- There is enough credit on the meters
- The thermostat is not turned down
- Re-set the boiler by pressing the reset button. Consult your boiler manual for specific guidance.
- Check the boiler pressure. Please refer to your boiler manual to find out what the correct pressure should be and how to re-pressurise your boiler. You may be able to find videos online on how to do this.



If the boiler cannot be turned on or if there is no hot water after the boiler has been turned on and enough time has passed to heat the water then please report this issue through **barbers.fixflo.com**

IMPORTANT INFORMATION - OIL BOILERS

If you have an oil boiler that has failed and the reason is confirmed to be that the oil level is too low, you will be responsible for any engineer call-out charges to rectify the problem. It is strongly advised never to let the oil run dry as the system will need bleeding.

MICE AND VERMIN

If you experience mice in the property within the first 2 weeks of your tenancy, your landlord will be responsible for the treatment of this, after this period, it becomes the responsibility of the tenant.

NEIGHBOURS, NOISE AND NUISANCE

Tenants must ensure that they live peacefully in their property ensuring neighbours and other residents nearby are not disturbed. You are responsible for the conduct and behaviour of any visitor to the property. Consideration of other people goes a long way to avoiding disagreements. Always make sure you let your neighbours know if you intend to have a party. Barbers' property management department take noise and nuisance complaints seriously and in extreme cases are obliged to act on neighbour's complaints which may lead to eviction from their property.

NOTICE

If you wish to end your tenancy after your initial contract period you must do so in writing and give 1 month's notice. This must be signed by all tenants otherwise it will not be accepted.

PETS

You may only keep a pet in the property with the express written consent of the landlord. Any damage as a result of keeping a pet will affect your deposit, including the cost of pest control specialist to treat the property. All carpets will have to be professionally cleaned at the end of the tenancy; details of this and other terms to adhere to will be detailed in the 'pet schedule' that you receive from Barbers once permission has been granted.

PROPERTY MANAGEMENT VISITS

We have an obligation to carry out regular visits at all our tenanted properties, visits are carried out to ensure that the terms and conditions of your tenancy agreement are being met. You will be given notification prior to a visit being carried out and this visit will also give you the opportunity to raise any concerns you have first-hand with our representative.

RADIATORS

You may be experiencing issues with your radiators heating up. If the top of your radiator is cold but the bottom is warm there is too much air trapped in the system and you need to bleed your radiator. It is a relatively simple thing to do, but an important one to help maintain the efficiency of your boiler and central heating system. Bleeding the radiator releases the air and allows hot water to fill the whole system.

Follow these steps to check and bleed your radiators:

Before bleeding your radiator:

- Turn off your heating and ensure all radiators have completely cooled down
- Although a screwdriver can be used for some modern radiators, most radiators require a radiator key to bleed. If you don't have a radiator key you can pick one up from most DIY stores.
- Ensure you have a cloth and a bucket below the radiator valve to catch any water.
- If more than one radiator is cold, there may be a problem with the whole system that needs to be checked by an engineer.

How to bleed:

1. Holding the key with a cloth, slowly turn anti-clockwise to open your radiator's valve (the smallest square nut at the top of the radiator).
2. You should hear a hissing sound as the air escapes.
3. Wait until the sound stops and water starts to leak out before turning the key clockwise to close the valve.
4. Do not unscrew the valve completely
5. Once all your radiators have been bled, check the pressure of your boiler gauge. If the pressure is too low, you'll need to rebalance the pressure (check your boiler manual for guidance). If the pressure is normal, you can switch your heating on and check that there aren't still any cold areas.
6. See below further videos on how to do this:

How to Bleed a Radiator - British Gas - YouTube

How to Bleed a Radiator with Wickes - YouTube

We recommend doing a full check of all the radiators in your home every couple of months.

RENT

Rent must be paid using standing order - this is an order that you, as the account holder set up via your bank. Therefore, the payments are controlled by your bank, not Barbers as in the case of a direct debit. The full amount for the rent must reach our account on the day that it is due.

We have zero tolerance policy on rent arrears. If for any reason your rent payments are late, additional charges may apply. Failure to pay can affect future referencing. If for any reasons you are unable to pay your rent or your rent payment may be delayed, you should contact us immediately. Landlords are more likely to be lenient if they are aware of difficulties in advance rather than waiting until you are chased for payment.

REPAIRS

If there is a repair required to the property, it is important that you inform us immediately by logging this via our reporting site **barbers.fixflo.com** in order for us to act quickly to resolve this. It is a condition of your tenancy agreement to do so and failure may mean that you are partially responsible should the delay result in added deterioration or damage.

When reporting a repair via Fixflo (barbers.fixflo.com), they will ask you:

- Your name.
- Your address.
- The details of the repair.
- Information on getting into the property.
- A daytime phone number.
- Photos of the issue.
- Any other relevant information.

Once you have informed us of any repairs, faults or problems we will contact your landlord and act upon their instructions. Please note that only emergency repairs will be carried out within 24 hours period. A guideline to repair time is as follows:

URGENT PRIORITY REPAIRS (24-48 HOURS)

Heating, hot water, major electrical faults, security issues, water leaks

URGENT REPAIRS (WITHIN 3 DAYS)

Cookers, radiators, major joinery repairs, showers, minor plumbing

NON-URGENT REPAIRS (WITHIN 28 DAYS)

Minor electrical, appliances, seals, secure tiles, cracked window

If you are willing to allow contractors access to carry out a repair while you are not present in the property, we may ask you if we can give keys to them (if we have a set on file). This is a service which Barbers offers where possible as a convenience to tenants. It is ultimately the tenant's responsibility to allow access or to be available to allow access for any repairs to be carried out in the property.

If you have agreed to be at home to give a contractor access to carry out a repair or to take delivery of an items, but you are not there when they call, you will be charged for a call out.

If a repair is due to tenant negligence or misuse, the tenant will be required to pay the cost of this at the time or pay the contractor invoice directly. Any such outstanding charges will be deducted from the deposit at the end of the tenancy. We will undertake to have repairs carried out as quickly as possible, however the contractor appointed may set their own timescale for completing the repair depending on how urgent it is. Please inform us if you are experiencing any lengthy delays if a contractor has been appointed.

Tenants are themselves responsible for carrying out small repairs and maintenance to the property such as changing light bulbs, changing smoke/ carbon alarm batteries, cleaning filters out of appliances and re-pressurising the boiler etc.

RUBBISH

It is your responsibility to dispose of all rubbish in an appropriate manner. Tenants must ensure rubbish is never left in any common area and is disposed of correctly on the day it is to be collected. Contact your local council for details. Please also be aware that rubbish should not be allowed to pile up inside a property as this will encourage vermin. If you require a replacement bin, you will need to contact your local council.

SEPTIC TANKS

If your property is not served by a public sewerage system, then your sewage and waste water is treated by a septic tank or other form of treatment system. This retains sewage solids and discharges treated liquid effluent to a soak away or run off. Please note you as the tenant are responsible for the emptying of the tank.

Please comply with the following DO'S & DON'T's to ensure the septic tank works efficiently and to keep the requirement for emptying to a minimum:

DO

- Check all parts of the system regularly.
- Ensure that access lids are in good order and not obstructed.
- To avoid upsetting the bacterial balance of the tank you must only use disinfectant and toilet cleaner labelled 'suitable for septic tanks'.
- Always use natural 'environmentally friendly' or 'low phosphate' household products and use moderate amounts.
- Use water efficiently.

DON'T

- Flush anything other than human waste and toilet paper down the toilet, everything else should be bagged and binned.
- Dispose of grease or cooking oil down any drain.
- Put paints, solvents or any other chemical down any drain.
- Use caustic soda or drain cleaner to clear blockages.

UTILITIES

When you move in, and again when you vacate, we will take a note of the meter readings and inform the current utility providers. You should also take a note of these for your own records. Please inform us at check-out who your providers are to help with the tenancy changeover., if there is a pre-payment meter in the property you must inform the utility provider that you are the new tenant and set up your own account. Failure to do this may mean that the tariff that you are paying may include repayments to a debit incurred by the previous occupier. Card and keys can be topped up at a convenience stores and post offices.

VENTILATION, CONDENSATION & MOULD

It is a tenant's responsibility to take reasonable steps to deal with condensation and ensure that the property is being heated and ventilated throughout. Condensation will not usually occur in areas that are both well ventilated and warm. In cold weather, people are understandably reluctant to open windows and let heat escape, but some level of effective ventilation must be maintained. The property must also be heated in order to help keep condensation level at a minimum.

First steps against condensation

You will need to take proper steps to deal with the condensation, but meanwhile there are some measures you can take right away.

Wipe down the windows and sills every morning. Wring out the cloth rather than drying it on a radiator.



BREAK-INS / VANDALISM

If you have suffered a break-in that has resulted in damage to the external doors or windows, please report the incident to the police, and then contact Barbers who will arrange for a contractor to secure the property. It is important that the police are advised and a crime reference number obtained as failure to do so may prevent you or the landlord from making an insurance claim.

BROADBAND/TV/TELEPHONE INSTALLATION

Many tenants want to install broadband/TV/telephones into their properties. The costs and the contract for these are the tenant's responsibility. Please note that permission must be sought from the landlord to install any of these if there is not already cabling into the property.

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It is also your responsibility to purchase a TV license if you watch or record any TV. This includes the use of such devices such as a computer, laptop, mobile phone and tablet. Please note tenants may have the use of the supporting cables/equipment which may be already be provided on or in the property and as listed in the inventory. However, should any of those items require repair or be beyond repair your landlord is not responsible for the cost of repair or replacement.

BROKEN GLASS & WINDOWS

It is the responsibility of you the tenant, to repair and/ or re-glaze any windows or glazing damaged by you or a visitor to the property.

CHIMNEY SWEEPING

It is the tenant's responsibility to sweep the chimney every 12 months or as advised on the chimney sweep certificate provided to you.

If you do not think the damp comes from any of these causes it is probably condensation.

What is condensation?

There is always some moisture in the air, even if you cannot see it. The breath of a sleeping adult will add one third of a litre of water vapour into the air overnight. If the air is cooler, it cannot hold all of the moisture and tiny droplets of water appear. This is condensation. You may notice it when you see your breath on a cold day, or when the mirror mists over when you have a bath.

How to avoid condensation

1. Produce less moisture

Some ordinary activities produce a lot of moisture very quickly.

Cooking:

To reduce the amount of moisture, cover pans and do not leave kettles boiling.

Washing clothes:

Put washing outdoors to dry if you can. Or put it in the bathroom with the door closed and the window open or fan on. If you have a tumble dryer, make sure you vent it to the outside (unless self-condensing). Do not dry clothes on radiators.



2. Ventilate to remove the moisture

You can ventilate your home without creating draughts. Some ventilation is needed to get rid of moisture being produced all the time, including that from people's breath. Keep a small window ajar or a trickle vent open all the time if possible, and especially when someone is in the room.

You need much more ventilation in the kitchen and bathroom when cooking, washing up, bathing and drying clothes. This means opening the windows wider or, if possible, using an extractor fan.

Close the kitchen and bathroom doors when these rooms are in use, even if these rooms have an extractor fan. It will help to draught proof these doors and stop the moisture reaching other rooms, especially bedrooms which are often colder and more susceptible to condensation problems.

Allow space for the air to circulate in and around your furniture. Open doors to ventilate cupboards and wardrobes. Leave space between the backs of wardrobes and the wall. Where possible, position furniture against internal walls rather than external walls.

3. Insulate and draught proof

Insulation in the loft, cavity wall insulation and draught proofing windows and external doors will help keep your home warm. When the whole house is warmer condensation is less likely to occur.

4. Heat your home a little more

In cold weather, the best way to keep rooms warm enough to avoid condensation is to keep low background heating on all day, even when there is no one at home. This is very important in flats and bungalows and other dwellings where the bedrooms are not above a warm living room. If you have central heating, set it to provide background warmth in all rooms, including unused ones.



NOTES

NOTES



Market Drayton

Tower House, Maer Lane, Market Drayton, Shropshire TF9 3SH

Tel: 01630 652314

Email: Marketdrayton@barbers-online.co.uk

Newport

30 High Street, Newport, Shropshire TF10 7AQ

Tel: 01952 820239

Email: newport@barbers-online.co.uk

Shrewsbury

16 Old Bank Buildings, Bellstone, Shrewsbury SY1 1HU

01743 276200

Email: shrewsbury@barbers-online.co.uk

Wellington/Telford

1 Church Street, Wellington, Shropshire TF1 1DD

Tel: 01952 221211

Email: wellington@barbers-online.co.uk

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