Worthing HOMES

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How to decorate – residents guide

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How to decorate

Here are some handy hints and tips on decorating your home. When carrying out work please remember you are responsible for any damage, which is not considered as 'fair wear and tear'. Do not remove radiators, skirting boards or electrical fittings, as you may be charged if any damage is caused.

Before starting any decorating work make sure you:

- remove any free-standing items, such as furniture;
- cover carpets and large objects with dust sheets, so they don't get damaged; and
- protect any areas which don't need painting with masking tape.

Tip: Wear old clothes or protective clothing when decorating. Always ventilate the room you are decorating by opening the windows.

Painting

How to paint

- Make sure surfaces are prepared. Lightly sand woodwork, and make sure any flaking paint is removed. Wipe any areas affected by mildew or condensation, using household bleach diluted with water, or a mildrew removal product, to kill off spores. Wipe all surfaces with strong household detergent or sugar soap, then rinse with clean water, before allowing to dry.

Tip: If you need any advice on preventing condensation within your home, please see our condensation fact sheet, on our website at www.worthing-homes.org.uk.

- For painting woodwork, put some paint into a clean container or bucket. Dip the brush into the paint to about a third of the way up the brush bristles. Do not overload the brush as it will drip and spill. Apply the paint to the wood in long sweeping strokes, brushing in the direction of the wood's grain until the brush begins to run dry. Then load the brush with more paint and apply to the next area, blending the two areas together quickly.

Tip: Always use a suitably sized brush for the area/woodwork you are painting.

- When painting large flat areas such as walls or ceilings, use a roller and tray, this will take less time. Before starting, paint a band of around 50mm around the corners, skirting and ceiling with a paint brush, as the roller will not reach to the edges of the walls.

Different types of paints

There are several different types of paints:

Undercoat

Undercoat is used on wood or metal as a base coat before glossing. Sometimes two coats of undercoat are required if the first coat does not cover the item being painted.

Gloss

Gloss paint is oil based, and comes in standard liquid gloss and non drip gloss. Gloss is often used on wood surfaces, such as skirting boards, window sills and doors.

Emulsion

Emulsion paint is water based and easy to apply. Unlike gloss or undercoat brush marks will not be left behind. It also provides good coverage. Emulsion is used on walls and ceilings.

Kitchen and bathroom paint

Kitchen and bathroom paint is special emulsion paint, for use in rooms that may have a steamy atmosphere. It's designed not to go mouldy from condensation unlike normal emulsion.

Tip: If painting over a surface which is already stained use a stain blocker first before painting.

Environmental tip on paints

Water-based paints: high quality water-based paints offer an excellent all round performance, and dry quicker, also a good choice for environmental reasons.

Solvent-based paints: a more traditional type of paint, which require a degree of caution to avoid potential damage to the environment.

Cleaning your brushes

Brushes will last longer if you clean them straight after you use them. If you have been using emulsion paint you should clean your brushes using hot soapy water, or alternatively, a paint brush cleaning product. If you've been using gloss paint you may need to use white spirit.

Caution: White spirit is highly flammable, please follow the safety instructions on the product carefully.

If you forget to clean your brushes and they become hardened with paint, soak them overnight in white spirit. The next day, the softened paint can be washed out using hot soapy water. Before putting your brushes away for storage, wrap them in cling film to stop them getting dirty.

Wallpapering

Wallpaper stripping

Before you start wallpapering make sure you strip and remove the old wallpaper from the walls. It may be difficult to remove old paper if it has been hung on the walls for a long time, or if it has been painted over. Preparation is the key to success. Before any paperhanging is done, make sure your surfaces are ready for it.

How to strip old wallpaper:

- use a sponge to soak the surface of the walls with warm soapy water, a decorator sponge will hold the water better than a standard sponge;
- leave to soak for ten minutes;
- use a scraper to remove the loosened paper, never use any other tools, as it may cause damage to the walls.

If you still can't remove the old wallpaper soak the walls again. Keep repeating this process until you can remove the old wallpaper.

If you don't want to remove the old wallpaper by hand you could use a steam stripper. These can be bought from most DIY shops, or hired from tool hire companies.

Caution: Steam strippers can easily burn you. Do not allow the steam to work on any area for too long and always ventilate the room. Before starting any steam stripping, always read the manufacturers instructions that come with the stripper.

For stubborn papers, such as those coated with layers of paint, carefully use a knife, scissors or the edge of a wallpaper scraper to score the paper. This will allow the steam or the water to reach the glue and loosen the old wallpaper.

Caution: When using water or steam switch off all electrical appliances in the room to prevent an electric shock. Please be careful near sockets/switches and avoid getting these wet.

Wallpapering tools

You will need the following equipment:

- a pasting table
- a brush
- bucket
- measuring tape
- pencil
- wallpaper paste
- scissors
- paperhanging brush
- plumb bob (a piece of string with a small weight attached) or level
- ruler
- step ladder
- wallpaper

You should mix the wallpaper paste in a bucket, following the instructions and recommendations on the packet.

Heavy and good quality wallpapers are easier to hang than lightweight papers, which can easily tear. Buy wallpaper rolls that have the same batch number, so they are an exact colour and pattern match. You will need to work out how many rolls of wallpaper are needed, for the room you are decorating. You can use the below table as a guide, if you are unsure ask the DIY shop for advice.

Wallpaper guide

		Distance around room								
Height from ceiling		30 feet 9.1 metres	34 feet 10.3 metres	38 feet 11.5 metres	42 feet 12.8 metres	46 feet 14 metres	50 feet 15.2 metres	54 feet 16.4 metres	58 feet 17.6 metres	62 feet 18.8 metres
	7 feet 2.1 metres	4	5	5	6	6	7	7	8	8
	7.5 feet 2.2 metres	5	5	6	6	7	7	8	8	9
	8 feet 2.4 metres	5	5	6	7	7	8	9	9	10
	8.5 feet 2.5 metres	5	5	6	7	7	8	9	9	10
	9 feet 2.7 metres	6	6	7	8	8	9	9	10	10

Numbers based on standard roll size of 10m long and 521mm wide.
The room size includes all doorways and windows.

Tip: Always purchase an extra roll, in case you make any mistakes or need to renew a section in the future.

Before wallpapering make sure all your other decoration work is complete, and your paintwork is dry. Make sure the surface of your walls are clean and even.

Tip: Lining paper is a good base to hang wallpaper on, as it will create a smooth and even finish. Hang your lining paper horizontally across, not vertically down, so the joints of the lining paper don't clash with the wallpaper.

How to wallpaper

- Begin hanging the wallpaper next to a main window or feature such as a fireplace. Then work your way round to the entrance door.
- Use a spirit level or plumb bob to mark a line for the starting position. Make sure it's level and even.
- Fix the plumb bob to the wall, allow the weighted end to hang and steady itself. Once steady, use a pencil to mark along the line in several places.
- Join the dots with a ruler to form a line from top to bottom. You now have a straight line for your first strip of wallpaper. Do this every time you start to wallpaper a new wall to make sure the pattern (if you are using patterned wallpaper) still matches and doesn't slip.
- Measure the first length of paper from the ceiling to the skirting board, making sure that you add three or four inches to allow for trimming at either end.
- Unroll the length of wallpaper onto the pasting table. Because of the length of the paper, you will have to lightly concertina fold it into three sections, making sure you do not crease the paper.
- Paste each individual section of the paper, making sure they are completely covered.
- Once you have pasted them, re-fold the sections ready for hanging.
- To hang the first piece of wallpaper, press the top half of the pasted length against the top of the wall, making sure you leave enough excess paper to trim at the ceiling.
- Gently smooth the paper into position, keeping the side edge level with the plumb bob or spirit level.
- Brush outwards and diagonally, up and across from the edge of the paper to remove any air bubbles.
- Don't worry if the wallpaper is not level on the first attempt, as you should be able to peel it back off the wall, re-paste and try again.
- You will need to trim the excess paper you have left at each end. Using the back of the scissors run the paper into the edge of the walls, ceiling and skirting board to create a crease line. This shows you where the excess paper needs trimming.

Tip: Remember to wipe off any excess paste from the skirtings or ceiling, if left to dry it may cause staining or marks.

- To trim, peel the paper back, cut along the line with scissors and smooth it back into position using the brush.
- Use the edge of the previous length of paper as a guide and continue wallpapering around the room. Remember to match the pattern if you are using patterned paper.

Wallpapering the tricky parts

Door and window frames

To make the wallpaper fit around the door, smooth the paper up to the frame. Use the scissors to cut the paper into the corner of the frame. Trim the paper, using the same method as when you trimmed the overlapping excess from the skirting and ceiling.

Door and window reveals

Hang the wallpaper and allow it to overlap the reveal. You will need to cut the overlapping section level with the top and bottom edges, and allow this central portion to cover the inside wall. The bottom edge will normally be a window sill or doorstep. Before pasting, cut a patch for the underside part of the reveal, which is slightly bigger than the surface area. Paste this section first, and trim as before, then continue and paste the larger piece for the inside.

Papering into corners

There will probably be gaps in the corners of rooms, which don't allow a full width of paper to be used. Measure the distance from the edge of the last length to the corner and then add about an inch. Measure, then draw a line on to the paper and cut. Hang and trim the wallpaper in the normal way, allowing the hand cut edge to overlap and be pasted on to the adjoining wall. Start hanging paper on the new wall and continue wallpapering as before.

Electrical switches and sockets

Don't guess the position of a socket or switch. Let the wallpaper cover them so you know the exact position. Make diagonal cuts in the paper to each corner of the outlined fixture. You should be left with four triangle shapes. Smooth and paste the paper around the fixture, trimming off any excess as before.

Tip: Switch off the power supply before papering around sockets and/or switches. Remember to remove any excess paste from the switches and/or sockets with a very slight damp (almost dry) cloth.

Trimming around radiators

Switch off the radiator and allow it to cool down. Hang the paper as normal and allow it to drop down in front of the radiator. Measure the position of the brackets and mark this on the paper. This should be a vertical downward line for each bracket, showing its distance from the edge of the paper and the skirting board. Cut from the bottom of the paper up to the top of the mark. You can now lift the paper away from the radiator, paste it and feed it down the back of the radiator, allowing it to hang either side of the brackets.

Handyman service

Our contractor P H Beck offer a handyman service to all our residents. As you know, Worthing Homes is responsible for maintaining your home. However, as well as internal decoration, there are other items of work we do not carry out. This is where the handyman service can help.

Typical handyman jobs:

Fixing

Pictures, mirror, assembling furniture, minor repairs, putting up shelves, curtain rails, erecting sheds, treating fences, paving.

Cleaning

Patio, paths, decking, sanitary ware and ponds.

Clearing*

Garden rubbish, fridges.

* an extra charge for tipping would be payable.

This work can be carried out for a fixed price, agreed before the works start or for a charge of £20 for up to an hour (inclusive of VAT). Remember a lot can be achieved in 1 hour. In this time, you could have 2 curtain poles put up, plus fixing all those bathroom accessories such as a cabinet, toilet roll holder, mirror and towel rail.

For more information, talk to one of P H Beck's staff when they are in your home, or alternatively, contact them on 01273 262 720, or e-mail info@phbeck.co.uk telling them you are a Worthing Homes resident.

The handyman work should be agreed between you and P H Beck, with payment made direct to P H Beck. The work needs to be booked in advance, and not carried out whilst they are carrying out a repair for Worthing Homes.

The items Worthing Homes are responsible for are explained in your copy of the resident handbook. If you are unable to find your copy, please talk to your neighbourhood housing officer, or look on our website www.worthing-homes.org.uk.

Need any further advice or need to report a repair?

Then please contact our repairs department on 01903 703 101, or via e-mail at repairs@worthing-homes.org.uk. Alternatively, visit our website at www.worthing-homes.org.uk.

We hope you have found this information useful. Please note these hints and tips are to be used as a guide only. Worthing Homes will not be responsible for any damage or injury caused, as a result of following any of this information.

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