

Darwin Hall Inventory March 2017

Kitchen

Item	Size	Quantity	Location
Small/side plates	NA	134	Cupboard in kitchen labelled Small Plates
large plates	NA	104	Cupboard in kitchen labelled Large Plates
cups	NA	124	Cupboard in kitchen labelled Cups
saucers	NA	92	Cupboard in kitchen labelled Saucers
Small milk jugs	NA	11	Cupboard in kitchen labelled Jugs
small bowls	NA	64	Cupboard in kitchen labelled bowls
Jugs for squash	NA	2	Cupboard in kitchen labelled jugs
Knives Forks and spoons	NA		In all three drawers in the kitchen
Thermos flask jugs for hot water only	NA	2	Cupboard in kitchen labelled Jugs
Large tea pots	NA	2	Cupboard in kitchen labelled Jugs
Urn MUST NOT BE REMOVED FROM KITCHEN	NA	1	On counter top in kitchen
Kettle	NA	1	On counter top in kitchen
Cleaning Products Dishwasher tablets All-purpose cleaner Dish detergent	NA	1 of each	In cupboard above sink labelled cleaning products
Dust pan and brush	NA	1	Cupboard under sink in
Dishwasher	NA	1	Kitchen
Oven	NA	1	Kitchen

Store room Main Hall

Item	Size	Quantity	Location
Mop, bucket, Swiffer's, broom and dustpan and brush, vacuum	NA	2 x Swiffer 2 x Broom 1 x Mop and Bucket 2 x Dustpan and brush 1 x Vacuum	Hanging on rack to the right
Grey Adult chairs	NA	100	Store room Main Hall to left
Yellow Children's chairs	NA	40	Store room Main Hall to left
Table claw to assist closing the tables	NA	1	Hanging on rack
Large Tables	Table top 182cm x 76cm	27	Store room Main Hall to left on trolley
Small Tables	Table top 122cm x 69cm	6	Store room Main Hall to left on trolley
Chair mover	NA	1	Store room Main Hall to left

Small meeting room

Item	Size	Quantity	Location
Tables	Table Top 182cm x 76cm	4	Small meeting room
Red adult chairs	NA	20	Small meeting room