

# The Lyneal Trust

Making holidays accessible

## The Shropshire Lass II

Registration Number 515281

### Operating Handbook and Guide

February 2016

This page has been intentionally left blank

# Welcome to the Lyneal Trust

Here at the Lyneal Trust we are passionate about boats and canals and making holidays accessible for all!

We want to share this with you and our aim is to ensure that you have the best possible holiday which is safe and enjoyable.

Although the Shropshire Lass II has been thoroughly checked before you boarded, we would be grateful if you would spend a short while checking for yourselves that all inventory items are present. Please let us know immediately if you think that anything is missing.

Before you leave the Wharf, a member of the Trust team will demonstrate to you all aspects of operating the various systems on board the Lass. When you are happy that you understand how everything works you can leave to enjoy your trip. If you have any questions, or are not sure about something, please ask, and we will gladly give you a further demonstration or explanation.

We have put together this folder of useful information to help you get the best out of the Lass and your holiday.

Please pay particular attention to the section 'The Boater's Handbook'. This covers basic boat handling and boat safety. The canal system was designed as a workplace over 200 years ago, long before Health and Safety Legislation was invented. Canals are a wonderful place to relax and enjoy yourselves and this is what we want you to do, SAFELY!

Please make sure you have left your car locked and no valuables have been left on display. The Lyneal Trust can not be held responsible for any loss or damage to vehicles or property left at the Wharf.

At the end of your holiday, please return the Lass by 3pm. This will allow the engineer and cleaner to prepare the Lass in time for the next hire.

# Keeping in touch

If you have a problem or concern with any aspect of the Lass, or you have broken down, please contact us immediately. The sooner we know about a problem, the sooner we can put it right and get you on your way. Please do not in any way feel you are a nuisance, or worrying unnecessarily about something — we would much rather you talk to us first!

## Contact numbers

Mechanical problems	Mark Dickens	07836 313486 or 01948 880286
---------------------	--------------	---------------------------------

General queries	Carole Warner	01948 710708
-----------------	---------------	--------------

Ambulance, Fire Service or Police		112 or 999
--------------------------------------	--	------------

**Always give your location by canal name, nearest bridge number  
and nearest road if possible**

**For canal related incidents and emergencies  
Freephone Canals 0800 479 9947**

**Canal & River Trust  
Customer Service**

**To report a local canal problem or check for stoppages etc  
03030 404040**

# Engine Starting, Handling and Stopping

## To start the engine

1. Move the throttle / gear lever to the upright position then push in the square rubber button in the centre of the lever and move to 1 o'clock position.

## 2. First start of the day from cold:

- ◆ Turn key to the heat position for 5 seconds (anticlockwise)
- ◆ Turn key to the start position and release when the engine fires.

If the engine does not start repeat step 2.

3. Check the warning lights have gone out when engine revs increase slightly. The buzzer will stop.

## 4. To start engine from warm:

- ◆ Turn key to the 'START' position (clockwise). When the engine is running ensure the key is at the 'RUN' position. ***If by mistake the key is at the 'OFF' position the engine will still run but the engine will drain the batteries.***

## Engine handling

The Lass is fitted with a single lever control, the gears are operated by the same lever as the throttle.

Bring the lever to the upright position (which is neutral) then gently push the lever forward, this will engage forward gear, then as the lever is moved further forward the engine revs will increase.

For reverse, pull the lever back to the upright position then pull further back and reverse gear will be engaged.

To disengage gears, bring the lever to the upright position and push the

square rubber button in.

### **Throttle setting**

The rev counter dial is on the left hand side of the control panel. Do not use more revs than required even when manoeuvring. There is a limiter for forward gear but not reverse. Going too fast will result in ***breaking wash, bank damage, use more fuel and will slow you down.***

### **Stopping the engine**

Throttle back the lever to upright.

Press the stop button on instrument panel, the buzzer will sound when the engine has stopped.

Turn the ignition switch to 'OFF'.

Remove keys from ignition switch and store safely.

### **Warning**

On **no** account switch the ignition key to 'OFF' before stopping the engine.

***The engine will not stop and will result in damage to the alternator.***

### **Bilge pump**

The bilge pump fitted to the Lass is automatic so occasionally you may notice water being pumped out at the back of the Lass. It is also fitted with a manual override switch located on the steering wheel column. It should not be necessary to use the manual override and please contact the engineer first.

### **Headlight**

The switch for the headlight is located on the steering wheel column. The

headlight is to be used in tunnels and not to be used for travelling after dark, which is prohibited.

## **Horn**

The horn button is also located on the steering wheel column.

## **Bow Thruster**

The joystick on top of the steering wheel operates the bow thruster. Press the button to switch on and then move the joystick left or right. The bow thruster should only be used when moving at very slow speeds when manoeuvring is required.

## **Tiller and Steering Wheel**

The tiller and steering wheel are not connected so if you use the tiller, the wheel will not move. If you wish to use the steering wheel you should request this and you will be shown how to work this prior to departure.

## **Navigation and mooring equipment**

Navigation equipment is stored on the top of the Lad and mooring equipment is at the front.

# Daily Evening Checks

**Stern Gland Greaser** — located by the steering wheel column.

At the end of each day turn the handle of the greaser clockwise until resistance is felt. No more than 3 full turns are normally required. This will stop water flowing past the seal where the propeller shaft leaves the boat.

## **Weed hatch**

If the engine appears to lose power or overheats, and the boat is difficult to steer, the culprit is probably debris wrapped around the propeller.

### **Take care when following these instructions:**

1. Ensure the engine is not running and remove the starter key.
2. Undo the fastener holding down the weed hatch lid and remove.
3. Reach into the water and feel that the propeller and shaft are clear.
4. If weed or debris is present, remove and dispose of it safely where it will do no further damage. Rope, if not removed by unwinding, may be cut off.
5. Replace the weed hatch lid and check that the fastening is well secured.
6. When the engine is restarted and in gear check that water is not entering the Lass through the weed hatch.

# Ramp

For easy access there is a metal ramp stored on the roof of the Lass above the door way. Insert the prongs on the front of the ramp onto the Lass. ***You may need 2 people to install the ramp.***

# Operating Lift

The hydraulic lift will carry 3 people or 1 person plus wheelchair.

Operate the lift by using the hand held control (1 inside the Lass and 1 outside) using 2 buttons on the front of the control unit to raise and lower the lift.

Both units have safety cut-out switch on top of the control units. To re-set the unit turn switch as directed.

The maximum weight the lift can handle is 300kgm.

***The lift will not work without both units being in the working position.***

# Life Jackets and Life Ring

A selection of life jackets are kept under the bench seat behind the table. You will be offered more if the size of your party require them. The life ring is kept at the back of the Lass.

# Electrical System

Electrical Power at 12 volts is supplied from 2 sets of batteries at the stern of the Lass. These are charged from an alternator on the engine. There are 3 battery master switches, which must only be turned off in the event of an emergency.

The batteries supply all the electrical power in the Lass. No attention to them is required during your holiday.

Please note that on switching on the ignition, prior to the engine being started, the red warning lights should come on. Once the engine is started the red lights should go out. Rev engine slightly to extinguish the red lights but the green light should stay on.

Approximately 4 hours engine running time per day is required to recharge these batteries.

**Please remember** that the batteries, although large, are not inexhaustible. It is necessary, particularly in spring and autumn, when the nights are longer, to conserve batteries by using the lights, hairdryers, mobile phone chargers and water pump sparingly when the engine is not being run.

Electrical power of 240v is also available. If the 240v system is used when the engine is not running there is limited power available.

## Water

The cold water is drinkable and the water supply is fed from a tank of approximately 100 gallons, which is located in the bows.

The tank should be filled daily, until water flows from the filler pipe. The hose and filling point is located at the front of the Lass. Water points are situated at various places along the canal. To fill the water tank:

- ◆ Use your CART key to open the water point.
- ◆ Connect your hose to the water point tap.
- ◆ Open the filler cap and place the other end of the hose inside the filler neck.
- ◆ Run water until the tank overflows.
- ◆ Remove the hose, replace the filler cap.
- ◆ Lock the water point after use.
- ◆ Stow the hose tidily on the Lass.
- ◆ Check you have not left the end fitting on the tap, or your key in the water point!

## **Water Pump Switch**

The switch is located on the fuse panel by the rear door. The water pressure is provided by an electrical pump and this will switch on automatically when a tap is opened and switch off when the tap is closed.

If the pump will not switch off automatically (this will happen if you forget to fill the water tank or if the cabin batteries are low charge) then it must be switched off manually using the switch provided. Once the tank has been refilled the switch may be turned on and the automatic system will take over.

The pump can be switched off at night, as the pump will usually cycle to maintain pressure once or twice during the night and may disturb your sleep.

*Do not forget to switch it back on.*

# Toilet

Please read this section — it could save you money!

The Lass is fitted with flushing toilets which are connected to a waste holding tanks. The tanks have been emptied prior to the start of your holiday and the operation of the toilets checked. The tank capacity is limited, and misuse will quickly fill them.

Each toilet will cope with one week's normal use. However, should you need to have a waste tank pumped out most marinas and boatyards along the canal will do this. This is a cost to yourselves.

During the handover period you will have been shown how to operate the toilets, and made aware of the restrictions what can and cannot be put into the toilet. That is.....

**Do not put anything down the toilet unless you have eaten it first!**

Only the 2 ply toilet tissue may be used and will be provided and do not put in too much at once. The following should **NEVER** be put down the toilet as they **WILL** cause a blockage:

wet wipes or toilet seat wipes

kitchen towels

cotton wool or cotton buds

disposable nappies

sanitary products

Please use the bin provided.

***If the toilet becomes blocked as a result of not following these instructions the Trust reserves the right to charge the hirer £50.***

# Shower

To ensure you have hot water for the shower, make sure the water heater or engine are running.

Make sure the water pump and drainage pump (switch on the wall of the shower) are on and adjust temperature.

## Hot Water System

### **Engine heated hot water**

The engine (when running) heats the calorifier with a full tank of hot water but may take up to one hour.

### **Central heating**

This is a diesel fired Webasto heater, which heats both the water and central heating system. To start the heater, press the left hand button on the Webasto control box, which is situated below the fuse panel by the rear door. To conserve batteries, please switch off by pressing the left hand button again.

Heating is controlled by thermostatic radiator valves on all but the rear radiator. Adjust the radiator valves accordingly. It takes approximately 30 minutes to warm the radiators.

The Webasto heater also heats the hot water.

# Fridge

The fridge should be used as you would your home appliance. As it is 12v **do not** turn up too high as this will drain the batteries. Again, as with the water pump it may be switched off at night to avoid disturbing sleep.

The on/off switch is positioned on the fuse panel at the rear of the Lass. This should be switched off when leaving at the end of your trip and the fridge door left open.

# Cooker

Care should be taken when using the cooker. Remember, passing boats may cause the boat to rock.

The cooker is powered by propane gas found in the rear deck locker. Should extra cylinders be required contact Mark Dickens on 07836 313486.

The ignition switch is located on the left of the front panel and hold down until lit.

***Treat the gas system with respect as you would do  
when using gas in your own home.***

If you smell gas or suspect a leak, the following action is recommended:

1. Turn all gas cylinders off at the valve.
2. Open all doors and windows allowing the draught to clear gas from interior of the Lass. Remember propane gas is heavier than air and will sink the lowest part of the Lass.

**3.** Make sure that all appliance gas taps are turned off.

**Contact Mark Dickens on 07836 313486**

## **Table**

The table can be dismantled to make more room when not required. Lift the top of and remove poles. Store the poles in clips under the window, the table top under the side hatch.

## **TV**

There is a TV booster aerial by the radio. The switch for the booster is located under the unit. The booster should be switched off when not in use. The red light indicates the booster is on.

## **Radio**

There is a radio on the shelf in the cupboard under the TV.

# Have a safe trip!

Serious accidents on narrowboats holidays and trips are fortunately very rare, but to ensure that you have an incident-free and enjoyable time please take note of the following pages of safety advice:

## General

Only access the Lad, both on and off, by the rear deck and the engine should be in neutral.

Do not walk or sit on top of the Lass and keep all arms and legs within the profile of the Lad when cruising.

It is also recommended that the cabin side doors are closed when cruising.

## Fire Safety

### **In case of fire:**

Warn all aboard — get everyone off the Lass — call the Fire Brigade.

Do not fight the fire yourself unless it is safe to do so.

The fire extinguishers are located at the front, middle and back of the Lass. The fire blanket is located in the galley. They are in place firstly to help you make a safe exit from the Lass.

### **Prevention is better than cure.....**

- ◆ Smoking is not permitted inside the Lass or on the welldeck (front).
- ◆ Do not use candles inside the Lass or place any candle, barbeque etc on the gas locker.
- ◆ Take care to keep flammable materials away from the cooker.
- ◆ Do not leave the hob unattended whilst lit.

# Water Safety

Although the water is not generally very deep, it can be cold, and the canal bed may be muddy or uneven. It can be difficult to climb out unaided once you have fallen in. Therefore we stress the importance of ensuring that children and non-swimmers wear correctly fitted lifejackets when they are on deck.

**Small children must be closely supervised at all times.**

If anyone falls into the water, stop the Lass' engine **immediately** to prevent them being drawn into the propeller. The Life Ring is located on the back of the Lass. Help them out of the water as soon as possible. A hot drink should be provided. There is a very slight risk of contracting Leptospirosis (Weil's Disease) as a result of falling into contaminated water so ensure they take a hot shower as soon as possible to clean off all canal water. Should you develop flu-like symptoms within three weeks of falling in, visit your doctor or casualty department and tell them you fell into the canal.

## What to do if you have an accident

In the event of an accident or an incident involving a third party please ensure you follow the procedure below:

1. Attend to any injury. A first aid kit is provided on the Lass by the bench seat and table.
2. Ask one of your party to contact us immediately and explain what has happened and the extent of any injuries or damage which has occurred.

Mark Dickens    07836 313486 or 01948 880286

Carole Warner    01948 710708

**3. Never admit liability under any circumstances.**

4. Obtain the names and addresses of the other party and any witnesses to

the incident.

5. If another boat is involved, record the name of the steerer, the boat name, index number and hire company, if applicable.
6. Write down as much detail as possible including date and time, what happened, who was involved. Draw a sketch map showing positions and approximate distances. Photographs will also be helpful.
7. Complete the Accident Book located with the first aid kit.

# Inventory

## Crockery and Glassware

8 dinner plates	8 bowls	8 mugs
8 breakfast plates	8 egg cups	12 tumblers

## Cutlery and Utensils

8 table knives	2 serving spoons	1 salad bowl
8 table forks	1 bread knife	1 corkscrew/can opener
8 dessert spoons	2 chopping knives	1 teapot
8 teaspoons	1 ladle	1 ice cube tray
salt and pepper	1 carving knife	2 measuring jugs
1 vinegar pot	1 fish slice	
	1 vegetable peeler	
	3 wooden spoons	
	1 whisk	
	2 scissors	
	1 potato masher	
	1 grater	
	1 colander	
	2 pairs of tongs	

## Cooking Equipment

2 saucepans	1 grill pan	1 pie plate
1 casserole pan/saucepan	2 roasting pans	1 pie dish
1 frying pan	1 very small frying pan	1 mixing bowl

## Other Kitchen Equipment

2 chopping boards	1 tray	1 washing up bowl
1 draining rack	1 dish brush	1 bin
1 oven glove	1 kettle	

# The story so far.....

Lyneal Wharf lies on the Llangollen Canal which was part of an ambitious late 18<sup>th</sup> century plan to link the rivers Mersey and Severn, much of which was never built. The date of the wharf's construction is not known, but we do know that this section of the canal was in use by 1806, and that the wharf was used as a depot for coal brought by canal for local distribution. The original cottage which forms the core of Wharf Cottage housed the wharf keeper and his family.

After WWII the wharf passed into private hands and for some 40 years became the weekend cottage and canal cruising base for John Heap and his family. He was a Macclesfield banker who was involved in the Heulwen Trust encouraged by the Prince of Wales, which on the Montgomery canal at Welshpool had launched one of the earliest boats designed for use by the disabled.

In the early 1980's John Heap made the generous decision to offer Lyneal Wharf to any organisation that could encourage disabled people to use the canals, and that offer in due course arrived in Shirehall Shrewsbury. As Shropshire's response to the Prince of Wales' appeal to mark The Queen's Silver Jubilee the Pines Trust had been formed to provide a holiday house and camping ground adapted for disabled people in a house of that name in Bishops Castle. That project was still in its infancy when John Heap's offer arrived and so that had to wait its turn for attention.

But in 1985 after some initial exploration of the possibilities it was decided to establish a separate trust to promote use of the canals by the disabled, and the Lyneal Trust was born.

It comprised representatives of the disabled organisations and of organisations which it was hoped would be keen to provide practical and maybe financial support. Like the Pines Trust it was chaired by our current Lord Lieutenant, and with the blessing of the County Council was staffed by the County Secretary and County Treasurer.

Our first priority was inevitably to raise enough money to buy or build a suitable boat and to adapt Wharf Cottage and add to the accommodation on shore. It was rapidly realised that there was no boat to be bought "off the peg" that would be suitable for disabled use. The only other narrow boat in the field was at Welshpool and that was a day boat not a cruiser. The only cruisers were the broad beams of the Peter Le Marchant Trust in the wide locks and canals of the East Midlands. No-one was offering the kind of do-it-yourself canal cruising holiday that we had in mind, that would for example enable a family with a disabled member to have exactly the same holiday as any other, with the same interests, learning curves, problems, and excitements. We also wanted to enlarge the wharf's capacity so that parties could have a shore base for a cruise or for day trips.

So with the help of experienced professional advice and the skills of the Stoke on Trent Boat Yard a ground breaking plan for a 70 foot cruiser was devised with a raised stern deck and wheel and tiller steering so that wheelchair users could take the helm. It had an hydraulic lift between stern and main decks, a wheel chair accessible shower and loo, passage ways just wide enough for wheel chairs, and bunks for 8 people as well as a fully equipped galley and saloon. All at a high and durable standard of finish, and all of which cost money.

At the same time the North Shropshire Council lent us their architect so that plans for the enlargement of the cottage and the building of two chalet bungalows and a games/utility room could be prepared and approved. The Shropshire Horticultural Society offered to make the landscaping of the garden their centenary project, a great many begging letters were sent off, and the money came in.

So much so that the contract for the boat could be placed in 1986. She was named Shropshire Lass and had her maiden voyage back to Lyneal in May 1987. On a splendid day in July she was commissioned by HRH Princess Alexandra, and we were off!

All the relevant Shropshire organisations had been alerted to our arrival on the disabled scene and so had every Social Services authority in the UK; so we were not short of customers. Most importantly we had found a first class locally based engineer to service the boat and be readily available in case of problems. We had also recruited a team of volunteers to meet and greet and to skipper day trips if required. Families and groups of all ages with every kind of disability came from all over the UK and quite often from continental Europe as well.

After five years experience we decided that there was enough demand for a separate day boat, primarily for county based groups but which could also supplement the Lad for large residential groups with a varied programme. So another round of design and fund raising led in April 1993 to the launch by our principal benefactor of Shropshire Lad to the tunes of Rule Britannia and A Life on the Ocean Wave from the Lakeland School's wind band.

Shropshire Lass I served us well but by the summer of 2007 she had done 20 years of hard labour and deserved a rest. So we planned a replacement to be built by the same yard on similar lines but with the benefit of our now considerable experience. The cost was met by a generous grant from a Shropshire trust and Shropshire Lass II was commissioned in July of that year.

We have had two more royal occasions. The first came in 2008 after 21 years operating during which we had catered for some 10,500 disabled people and their helpers. This was the Queens Award for Voluntary Service which we counted a considerable feather in our caps. The second was in June 2012 when the Trust had the great honour of having both our boats included in the Thames Pageant to mark The Queen's Diamond Jubilee. Below is the current Chair of the Trust, Chris Symes' recollection of the day.

“The Shropshire Lass and the Shropshire Lad set off from Lyneal Wharf on 29<sup>th</sup> April, in the most atrocious weather, on their three week journey to London. The Lass was crewed by three separate families, regular disabled customers of the Lyneal Trust, and the Lad was crewed by WIS (the Army term for Wounded, Injured and Sick soldiers). The boats travelled together to London, helping each other through the nearly 200 locks and lift bridges, and then stopping at local canal-side pubs (often at the landlord’s expense) and rattling the fund-raising tins amongst the customers, with the huge sum of £2000 being raised for Help for Heroes, the Royal British Legion, and the Army Benevolent Fund. The boats reached Limehouse Basin (where the canal network joins the Thames) in glorious weather which stayed for the rehearsal during the weekend before the Pageant. And we all know what happened to the weather then!

The following weekend the boats were moved down the Thames and moored in West India Dock for scrutineering and the final spit and polish. At 7.30am on Pageant Day, the boats came back out onto the Thames to head upstream to our mustering mooring at Chiswick and it was wonderful to see so many thousands of people already on the river bank, cheering and waving their Union Flags, and there were still another six hours before the Pageant was to begin!

We took up our position in the flotilla before noon to wait for the signal to start, which in our case was 2.28pm precisely, and off we sailed. The narrow boat squadron was towards the rear of the flotilla, following one of the music barges. By now every inch of river bank, every garden, every house, apartment and office was packed with (apparently) between one and two million cheering, singing, flag waving, horn tooting spectators, creating an amazing atmosphere. After just over two hours we passed through Tower Bridge and there on the left was the Spirit of Chartwell with the Royal Family on board, and the Queen gave us a wave. In return, we sang the National Anthem and waved our flags with all our hearts, and motored on through the avenue of sail.

Our day didn’t finish then as there were several hundred boats ahead of us in the flotilla and we had to take our turn in getting back into West India Dock, so we convoyed along, kept well in order by the Port of London boats and the River Police, finally mooring up at 9.45pm. Yes, soaking wet, cold and tired, but exhilarated by such an awesome, once in a lifetime, experience.

It was straight back to reality the following morning as by 7.30am we were moving the boats back into the canal system ready for their journey home to Lyneal, where they will return to their more sedate life on the Llangollen Canal.

On a personal note, the high spots of the day were firstly when we were motoring upstream to the muster point and sailed between the other boats already in place, particularly the Dunkirk Little Ships, close enough and slow enough to be able to talk to the owners. Secondly was the moment when we

passed the Queen and Prince William lent forward and said "let's give those Lyneal boats a special wave, I recognise them from when I did my helicopter training at RAF Shawbury and used to fly over them". Of course, I might have been mistaken!"