

26<sup>th</sup> September 2011

**BELLS**

PROPERTY MANAGEMENT

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To All Owners.

## East Hill Estate Autumn 2011 Newsletter

### \*\*\*\*\*ADDENDUM TO NEWSLETTER\*\*\*\*\*

\*\*\*\*\* The AGM is now being held Monday 31<sup>ST</sup> October 2011 at 19:30  
at The St John's Methodist Church Hall, 7-11 East Hill, London SW18 2HT (entrance opposite main  
gate to East Hill / to the right of 11 East Hill A-D) \*\*\*\*\*

Please find enclosed the autumn newsletter, which is our way in keeping in touch with the residents of the East Hill Estate and to keep you abreast of various situations and ongoing works. We hope you will find it useful. We believe the estate is showing signs of increased improvement, however, we still face a number of challenges which, with your help, we hope to work through in the future.

### Brick Walls on the Estate

During several estate inspections it was noticed that a number of brick walls throughout the estate are in need of maintenance work. Whilst we realise this letter is being sent to all owners, it will only concern and apply to those with gardens (front or rear). These walls are within your responsibility and will need corrective works to capping course of brickwork (the tops of the walls). We should like to advise that this should be carried out without delay. We are obliged to inform you that should any form of injury occur to members of the public as a result of falling masonry or brickwork, you would be liable.

### Internal Communal Areas

Please do not leave any personal items in any communal area as this is against Health and Safety policy and against advice from the fire brigade. All personal items (this includes bikes, buggies and prams), should be stored within your flat.

### Service Charge

Your service charge provides us with the funds to manage the estate (this includes gardening, buildings insurance, utilities, repairs and many other items). Without adequate funds, we are unable to efficiently manage the estate and as such we would like to take this opportunity to remind you that prompt payment of your service charge is important; therefore, should you not yet have paid, we would be grateful for prompt payment.

### Alterations to Property

Under the terms and conditions of your lease, alterations to your property may not be permitted. Should you wish to in any way add to or alter your property, it is an essential requirement that Bells has to be notified with detailed plans prior to any works undertaken. We will then consult with Navarre Ltd who will issue appropriate consents where appropriate.

Yours sincerely,

Bells

BELLS COMMERCIAL LIMITED.

Directors

R A Brown BSc (Est. Man) FRICS

J A Brown BSc MRICS

C W M Edwards DipSurv MRICS

Bells Commercial Ltd

Registered in England No. 2683193

