



Date:

Your Reference:

Our Reference: HASC/HM/DA/PM

Enquiries to: Alan Bilyard

Camden Town

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Dear resident

Clutter in communal areas

You may remember that we sent out the new tenancy conditions booklet in 2006 and said very clearly that tenants must keep communal stairs and walkways outside their homes free of clutter and rubbish. Leaseholders also have a condition like this in their lease. This is particularly important to ensure that fire routes are kept clear. A letter was also sent to all residents in September 2007 reminding them to remove clutter from communal areas.

Potted plants, hanging baskets and other decorations can make the environment better for everyone and most of the time don't cause any problems. We don't want to discourage these but we do want to ask residents to spend a few minutes checking their pot plants and other items to make sure they don't make it harder for people to move easily along landings or up and down stairs. Pushchairs, bicycles, tables and chairs and other similar things must not be left anywhere they can cause an obstruction.

Communal areas must, by law, be kept clear of all flammable materials (for example, wood or cardboard boxes) and not be obstructed by anything that might make it difficult to escape from the building in case of a fire or emergency.

Taking the above into account, please remove your items from the communal areas within the next five working days otherwise the Council will arrange for it to be disposed.

Yours sincerely,

Alan Bilyard

On Site Supervisor

Camden Town District Housing Office