

Ms Hathaway  
Martin Russell Jones  
5 Watford Way  
Hendon Central  
London NW4 3JN

Ms N K-Dit-Rawé  
3 Jefferson House  
11, Basil Street  
London SW3 1AX

**(By Recorded Delivery)**

London, 18 July 2004

Dear Ms Hathaway

### 1. June-December 2004 ground rent

In my letter dated 31 December 2003, I pointed out to you that, although I had not received the half-yearly service charge demand – due in December - I was nonetheless sending you a £100.00 cheque in payment of the ground rent for period 25 December 2003 to 23 June 2004. You cashed this cheque on 9 February 2004.

To date, I have not received the service charge for December 2003 – nor have I received them for June 2004.

In spite of the fact that:

1. Steel Services has had £6,350 from me now for many months
2. the works have not started

as I did last December, I am enclosing cheque NatWest #1328 for £100.00 in payment of the ground rent for the period 24 June 2004 to 24 December 2004.

### 2. Year-end accounts for Jefferson House

In spite of my repeated requests, as managing agents for the block you continue to be in breach of the Landlord & Tenant Act 1985 as, to date, you have failed to provide me with the year-end accounts for Jefferson House since 2001. This was detailed to you in a letter dated 25 June 2004, from John Hutchings, Tenancy Relations Officer at the Royal Borough of Kensington & Chelsea Town Hall. In this letter Mr Hutchings wrote:

*“As you are no doubt aware the Landlord and Tenant Act 1985 makes provisions for leaseholders rights in relation to service charges. Furthermore, these have been extended by the Housing Act 1996. Under section 21 of the above act landlords must provide a statement of relevant costs incurred during an accounting period when requested to do so.*

*Section 21 (1) of the Landlord and Tenant Act 1985 states that a tenant may require the landlord by writing to provide him or her with a summary of the relevant costs incurred in the last twelve month period. S.21 (4) requires this request to be complied with within one month or within six months of the relevant period which ever is the later.*

*S.25 makes it a criminal offence to fail to comply with the requirements of S.21 or S.22 without a reasonable excuse. Please respond to this letter within 21 days, failure to do so may result in this authority instigating prosecution proceedings.*

*A copy of this letter has been forwarded to your solicitors CKFT”*

As I have also previously pointed out, this is also in breach of the terms of my lease which state:

#### Clause 2 (i)

*“As soon as practicable after the end of each financial year of the Lessor the Lessor shall furnish to the Lessee an account of the Service Charge payable by the Lessee for such financial year together with a copy of the Accountant’s Certificate...”*

### 3. Trustee accounts

**In spite of 6 specific requests, to date you still have not sent me a copy of the trustee accounts**

In several of these letters, I stated the following:


*"As per my rights under the Landlord and Tenant Act, and as a contributor and beneficiary to the trust fund in which contributions to service charges - including for major works - are held, can you please send me copy of the statements issued by the bank(s)/building society(ies) in which the trust fund is held for the period starting December 2002".*

I also added that I would pay for reasonable photocopying costs.

In your letter of 19 August 2003, you stated: "... you have requested copies of the bank statements in respect of the money held for the major works. This is in the form of a Bradford and Bingley savings account and as such we do not receive statements except tax ones in due course"

Why are you not sending me a copy of the pages of the passbook for this account?

Yours sincerely



N-K-Dit-Rawé

Enc. NatWest cheque #1328 for £100.00

cc. Mr John Hutchings, Tenancy Relations Officer, RBK&C

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