

# MARTIN RUSSELL JONES

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CHARTERED SURVEYORS

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Posted 2nd class on 14 March  
Received on 16 March

To all Lessees  
Jefferson House  
Basil Street  
London SW1

Our Ref: JH/MAN

28<sup>th</sup> February 2005

Dear Lessee

## **Re: Refurbishment of Jefferson House**

Further to our previous correspondence regarding the refurbishment, as you are aware the works are progressing well. The works to the lift should be finished by the end of April and once it is back in service we must inform you that it is only for the carriage of people and all goods of any description must be carried up the staircase at the left or right-hand side of the block. The lift must never be used for building materials, furniture or goods removals or access to the flat by builders.

We would also advise **that from 31<sup>st</sup> March** there will no longer be any rubbish collection by the porter at Jefferson House. Rubbish must be taken down to the rubbish room at the end of the basement corridor by the electric meters. If you are unsure of the position of the room please ask the porter to show you. Please ensure that all rubbish is properly wrapped and that no liquids are able to escape and damage the carpet.

If you sublet your flat please ensure that your tenants are advised that rubbish will no longer be collected and that you will be responsible **if they breach the rules.**

We have had to take this measure on the instructions of the landlord for a number of reasons. Firstly there have been rats and mice in the building partly as the result of rubbish left in the hallways and secondly there have been numerous complaints of smells and the **unsightly nature of bags left on the common parts of the building.** You will note that **there is an absolute restriction in your lease against leaving rubbish on the common parts of the building at any time for however a short a period.** Your landlord, **Steele Services Ltd** have told us that they will strictly enforce **with legal proceedings and associated costs, if necessary, the terms of your lease** without any further notice particularly as the common parts of the building will be newly refurbished and it is in everyone's interest that it should be maintained for as long as possible in good condition. **It is only courteous to your fellow residents that you strictly abide by this regulation.**

Finally, the entrance lobby is being refurbished and will shortly be completed. Once

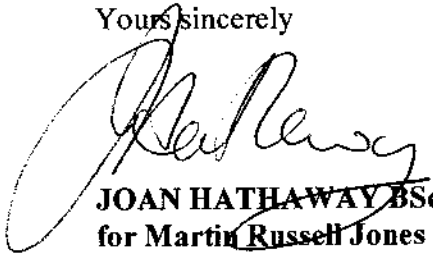
Clause 5(5)(b) of my lease: "The Lessee ... to remove each day from the flat all domestic refuse and rubbish ..."

finished it will not be possible for any removals to take place across the new area. The second door to the building must be used when moving in or out of the property. The porter will upon notice make access available through that door. Whilst it will be slightly awkward for some lower ground floor residents it will be appreciated that **the new hall must be kept in the best possible condition and free from obstruction as required under the terms of your leases.**

See the Photo Gallery for the state the entrance corridor one year after this letter ie. Feb 2006

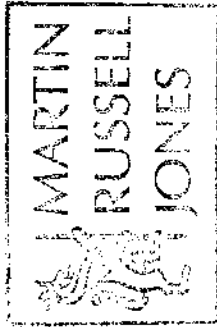
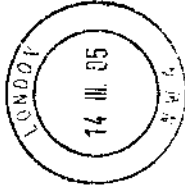
We trust that the above is self-explanatory but if you have any queries please do not hesitate to contact us.

Yours sincerely



**JOAN HATHAWAY BSc MRICS**  
for **Martin Russell Jones**

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