

THE COURT REPORT

Russell Court Bloomsbury Newsletter: July 2018 Issue 1

Welcome to the new newsletter

This is the first issue of 'The Court Report' which will be available on the website, www.russellcourtbloomsbury.com, as well by email and on the three entrance notice boards.

In this issue:

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Electrical upgrade project update

Oakray are making good progress with the electrical upgrade project and have completed the work on over half of the flats.

When you receive notification of the date that Oakray will require access to your flat by letter or email, please reply to Yvonne Harrison as soon as possible to confirm if you will be in the flat or give permission for access using your keys at reception: building.manager@russellcourtbloomsbury.com or let the Reception staff know. Further information is available on the website: www.russellcourtbloomsbury.com/riser_project_home

Reporting emergencies to staff

Please note that all issues involving the building should be reported to the reception desk staff in the first instance. They will then contact the Building Manager (who is on call outside of normal working hours) and the Building Manager will follow up to ensure the appropriate response. In case of a fire, please call 999 for the Fire Brigade and alert the reception staff as soon as possible.

*Russell Court
Bloomsbury*



Plumbing - what you need to know

We have had a number of issues with leaks from flats not being addressed straight away by Leaseholders recently which has resulted in the spread of the leak into neighbouring flats and risers:

If you are aware of a leak, however small, in your flat please call a plumber immediately. Failure to do so will result in your cold water being turned off until the leak is fixed to prevent the spread of the leak as this could have a negative impact on the insurance for escape of water cover.

If you are unsure whether the leak is from your pipe or a communal pipe, the staff are always happy to advise you.

If you intend to re-tile your shower/bathroom please ensure that Aquaboard waterproofing is installed under the tiles to prevent any water escape into the corridor walls.

Please get approval from the Building Manager before any work on pipes in the risers commences except turning off the water supply to your flat.

If you expect to be absent from your flat for longer than a week, it is prudent to leave a set of keys at reception so that staff can access your flat to investigate a leak in an emergency.

Contractors working in flats

We now hold forms at reception for all contractors to fill in before they commence work on flats in Russell Court. This is to ensure they have the correct Health and Safety, insurance and other documentation in place, that appropriate 'permits to work' are completed, that they are qualified to carry out the work they are being contracted to do and to ensure they understand the impact that work in individual flats has on the common parts and neighbouring flats.

Crittall window replacement plan

Work is in progress to submit a Pre-Planning Application to Camden Council so that a design specification can be agreed for the replacement of crittall windows in Russell Court that comply with the Bloomsbury Conservation Area status. Further information is available on the website: www.russellcourtbloomsbury.com/replacement-windows



British Museum, Bloomsbury

Building work waste removal

Residents are reminded that they are responsible for the removal of all bulk waste from building and plumbing works completed in flats. These items should never be left in the bin rooms unless permission is given by the Building Manager for clearly labelled items to be made ready on the day of collection. It is important to ensure that rubbish is put into the bins regularly so it is evenly distributed through the week to avoid overfilling the bins at weekends.

Hard flooring in flats

Although the lease clearly states that the floors of the flats must be covered with cork, rubber tiles, carpet or other sound deadening material, some flats have been fitted with hard flooring. Unfortunately this is causing a considerable noise nuisance to those living below so those who have hard flooring may be asked to carpet over it if there are complaints from neighbouring flats about the noise.

Staff changes

Last month we said 'Goodbye' to Ramon, who has retired after 22 years of service to Russell Court. Always cheerful and helpful, Ramon will be missed by staff and residents alike. We wish him all the very best for the future.

The Court Report is a News Update from Yvonne Harrison, Building Manager Russell Court