

## Highland Court (Woodford) Limited

Company Number: 01266382

**Registered Address:**

22 Wycombe End, Beaconsfield,  
Buckinghamshire, HP9 1NB

**Email:**

[highlandcourtdirectors@hotmail.co.uk](mailto:highlandcourtdirectors@hotmail.co.uk)

**Website:**

[www.highland-court-limited.co.uk](http://www.highland-court-limited.co.uk)

**Facebook:**

[www.facebook.com/Highland-Court-  
Woodford-Limited-  
2137087922986537](https://www.facebook.com/Highland-Court-Woodford-Limited-2137087922986537)

19<sup>th</sup> December 2018

To all property owners at Highland Court,

At the recent AGM the directors outlined the outcome of a Fire Risk Assessment carried out in September. As a result a lease change has been initiated to cover three of the significant findings outlined in the assessment.

The change is immediate and it is important that owners endeavour to implement items 13 and 14 as soon as possible.

The current doors were deemed adequate. But following discussion at the AGM it was agreed that the door policy could be relaxed so that owners could replace the front door so long as it had been approved by the directors and met FDS30 standards (as outlined in Point 15 below).

The amendment has been made to (j) of the Second Schedule to the leases of the flats at Highland Court and it was resolved that the following additional regulations be added to those set forth in the Third Schedule of the lease:-

13. All front doors must be fitted with self-closing devices.
14. Intumescent strips and cold smoke seals must be fitted to the existing door frames.
15. Any replacement of the front door to a Flat must be approved beforehand by the Directors of the Association. The replacement must meet the current regulations – at present a FD30S door is required. A request to replace a door must be made in writing with the full details of the proposed replacement and the door shall not be replaced without the prior written consent of the Association and all reasonable conditions imposed by the Association must be complied with.

Yours sincerely,

Highland Court (Woodford) Limited.