

Highland Court (Woodford) Limited

Company Number: 01266382

Registered Address:

22 Wycombe End, Beaconsfield,
Buckinghamshire, HP9 1NB

Email:

highlandcourtdirectors@hotmail.co.uk

Website:

www.highland-court-limited.co.uk

Facebook:

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

4th January 2019

To all leaseholders of Highland Court, 87 Gordon Road, South Woodford, London E18 1RE

Section 20 Notice of Intention: Proposed works to be carried out at Highland Court, 87 Gordon Road, London E18 1RE

At the AGM in October 2018, the Directors put forward a plan to improve Highland Court.

An extensive roof repair was deemed a priority for the coming year as a number of flats had reported leaks. Though repairs were carried out by Ron Newly before his retirement, the roof requires considerable repair work. The repairs made to date were an emergency measure and are temporary. A longer term repair is required to ensure the integrity of the roof.

The site was visited by a number of tradespersons and all proposed something slightly different in their remedy to seal the roof while keeping the existing roof in situ. However, all included flashing either over or under the coping stones, priming of the perimeter and erecting scaffolding during the works.

Additionally, the current wall looks very unattractive and a brick wall been proposed. The brickwork used for the wall would remain in keeping with the existing brickwork of the site. It would be a dual skin wall standing one metre high, with pillars of 1.5 metres in height every two metres. Between the pillars would be ironwork that would be in keeping with the pedestrian and vehicle gates.

We consider it necessary to carry out this work to build a wall because the current fencing is in poor condition and seriously detracts from the overall appearance of Highland Court. The wall would also help prevent rubbish blowing in off the pavement.

We approached a number of tradespeople and have three quotes for each set of works as part of our due diligence process. These will be shared, along with the company we have earmarked to carry out the works, once the period has expired on the 15th February 2019.

As these costs exceed the threshold, under the Section 20 of the Landlord and Tenant Act 1985, we are hereby giving you notice of intent to carry out the works. At a very rough estimate, both works would cost each flat approximately £1,150 (if the preferred company is agreed). **No additional charges are required to achieve these works – the current budget will cover this work.**

We invite you to make written observations in relation to the proposed works by sending them to Harwood Hutton c/o Highland Court (Woodford) Ltd, 22 Wycombe End, Beaconsfield HP9 1NB or by email to gemmaughes@harwoodhutton.co.uk.

Observations must be made within the consultation period, slightly in excess of 30 days from the date of this notice. The consultation period will end on 15th February 2019.

We also invite you to propose, by the 8th February 2019, the name of a person from whom we should try to obtain an estimate for the carrying out of the proposed works described above. Please note we have already obtained estimates from Short & Sons Building Services for both the wall and roof. BG Roofing and Furlong Roofing provided additional quotes for the roof repair whilst Loughton Master Build and Global Green Builders provided quotes for the wall.

We have sought to achieve a balance between value-for-money and quality that will improve the standard of the site. It is hoped that the works will start as soon as the Section 20 process has completed. For your reference the section 20 process is a four stage process and will proceed as follows:

Stage 1 – Notice of Intention

Stage 2 – Collection of estimates/quotes

Stage 3 – A statement of the estimated costs and confirmation of the preferred contractor.

Stage 4 – Entry into contracts

This communication is therefore Stage 1 – Notice of Intention.

Yours sincerely

Highland Court (Woodford) Limited