

From: James Moorman <James@exclusivepm.co.uk>  
Date: 21 August 2018 at 08:25:39 BST  
To: Michael Clarke <clarke.fr@gmail.com>, Dragan Todorovic <dt13102004@gmail.com>, Margaret and Alan <maralan5@talktalk.net>  
Cc: Simon and Jill Yarwood <jill285@btinternet.com>  
Subject: Re: Detectors/Electrics and Drains.

Thanks Michael,  
Will do.  
Regards  
James

JAMES W. MOORMAN AIRPM  
Exclusive Property Management Limited

From: Michael Clarke <clarke.fr@gmail.com>  
Date: Monday, 20 August 2018 at 21:28  
To: James Moorman <James@exclusivepm.co.uk>, Dragan Todorovic <dt13102004@gmail.com>, Margaret and Alan <maralan5@talktalk.net>  
Cc: Simon and Jill Yarwood <jill285@btinternet.com>  
Subject: Re: Detectors/Electrics and Drains.

James,

Firstly please go ahead with the drainage in the car park but ask the contractor to liaise with Alan Millard and Dragan Todorovic about timing in view of the entrance being out of use for half a day. Further we have no choice but to have the communal fuse boards checked so you should proceed.

I would appreciate if you would ask all apartment owners if they are aware that the fire/smoke alarms should have been replaced in July this year and the Fuse boxes checked last year. The offer from "Fire Compliance Services" needs to be accepted (perhaps a legal necessity) and is certainly recommended by yourselves and myself. I confirm that I accept the offer.

Finally James as you are writing to everybody can you also mention the suggestion to get water hoses supplying the white goods should also be checked in view of the flood in flat 8 from Flat 6.

I am trying to locate a plumber willing to do this at a reasonable cost. In the meantime we recommend turning off the water if leaving the flat for any length of time.

Regards as ever

Michael Clarke

On Mon, 20 Aug 2018 at 12:22, James Moorman <James@exclusivepm.co.uk> wrote:  
Hi Michael

Please see the quotation attached for each apartment to have the necessary equipment upgraded. Would you like me to write to each owner and ask who would wish to proceed and advise that this would be at their own cost?

It was also advised the communal fuse boards are due to be tested. To complete the EICR's would be £300.00 plus vat for both blocks.

Further to your meeting with Martin and Stephen we can advise the cost to do the drain works discussed on the driveway would be £65.00 materials and £120.00 labour.

I have also asked John in my office to make enquiries as to the whereabouts of the stop taps.

Regards

James

JAMES W. MOORMAN AIRPM  
Exclusive Property Management Limited