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Date: 18 October 2017

**Ref: TH/AFD/1**

1-56 Bromyard House  
1-56 Peterchurch House  
1-56 Sarnsfield House  
1-56 Skenfrith House

Dear Residents

### **Automatic fire detection system**

As you are aware, part of the recent work in your block has been the installation of linked smoke and heat detection in the common areas and your homes.

This is part of a new fire safety strategy that will replace the need for fire marshals at every other floor. When triggered, the new system will alert all occupants of the block of the need to evacuate. The new strategy will still require two fire marshals per block to assist in any evacuation of vulnerable residents.

Although the system will not go live until early November, in order to properly commission the systems, the contractor, BCS (Electrical & Building) Ltd, will be calling on all flats to check that the systems are all operating correctly.

This will be taking place over the next two weeks on the dates indicated below:

**Sarnsfield House – 23 and 24 October 2017**

**Skenfrith House – 25 and 26 October 2017**

**Peterchurch House – 30 and 31 October 2017**

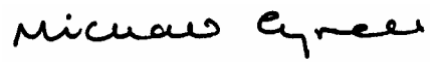
**Bromyard House – 1 and 2 November 2017.**

I would be grateful if you provide access to the contractor over these days so that this important work can be completed.

The contractor has been instructed to carry company identification at all times, so please do not provide access unless this has been shown.

I will write to you again with more information, including the date these systems will go live, but in the meantime please do not hesitate to pop into our office at the Ledbury TRA Hall if you wish to discuss further.

Yours faithfully

A handwritten signature in black ink that reads "Mike Tyrrell". The signature is written in a cursive style with a large initial 'M' and a long, sweeping tail on the 'l'.

Mike Tyrrell  
Director of Ledbury