



Bancroft TMC Newsletter

IMPORTANT INFORMATION - FIRE SAFETY

Dear Residents,

You may be aware that we had a major fire in Hadleigh House, one of our blocks on the Estate. All residents were evacuated safely and we are pleased to report that no life was lost or serious physical injury sustained.

Following the fire in Hadleigh House, (together with Tower Hamlets Homes (THH)) and the London Fire Brigade (LFB) we are reviewing the fire safety of all the blocks.

We need residents to play their part so that everyone can stay safe and in the unfortunate event of a fire everyone can be evacuated safely. We need your help to update our records so that we have up to date information on everyone in your household. If you are renting privately, please inform us when you move out and we will destroy your details. Please use the attached form to provide the details of your household.

The LFB have been inspecting some of our blocks since the fire and we have identified the following issues:

Obstructions in communal walkways/areas

You must not obstruct any communal areas such as access balconies, corridors, landings or staircases either serving your home or any other part of the block. *Please note the following:*

- You must not store anything in the common part;
- Plant pots, planters, furniture and constructions on front/communal balconies are not allowed;
- Washing lines will not be allowed where they are fixed across a walkway, causing an obstruction or where they are attached to any pipes;
- Bicycles, and the like are not allowed;
- Hazardous items including plastic storage sheds are not allowed.

Security Grilles on front doors

We understand why some residents have security grilles on their front door, however, there are risks associated with security grilles in case of an emergency as it can stop you leaving the flat quickly and slow down the fire service.

If you have a grille across your front door, it must:

- Not be fixed to the front door frame.
- Not obstruct the walkway. For example, the grille must lie flat against the wall when it is open.

Ideally, you should be able to open grilles from the inside without a key. If not, does everyone in your home know what to do and where the keys are if they need to escape a fire?

Tenants with new front doors do not need to consider a front door grille as these doors are deemed to be secure.

Fire safe doors

All flats in blocks which have a front door opening onto a fire escape route need to have a fire compliant front door and door frame which is resistant to smoke and fire for 30 minutes to keep residents safe.

- THH have been providing fire safe front doors and door frames to tenants and some tenants have fire safe front doors which were installed a few years ago during the major works programme.
- Leaseholders are responsible for their own front door and door frame as per the lease agreement.

Barbeque on balconies

It has been brought to our attention that some residents are having barbeques on private balconies.

- **Never use a BBQ indoors or on a balcony.**
- **Never use a disposable BBQ inside a building or other enclosed space. Once lit they give off poisonous carbon monoxide fumes that can kill.**

'Always use and leave BBQ outdoors, where the fumes can disperse and it can cool down completely.' For more information please visit: www.london-fire.gov.uk

This advice will help to protect you and your family from the risk of fire.

Please follow the guidelines so everyone can remain as safe as possible.

We have put lots of information on our website www.bancrofttmc.org.uk with links to some helpful advice by the London Fire Brigade (LFB) so if you have any questions please visit our website first.

If you can't find the answer, please contact the office on **020 7265 8343** or email us at enquiries@bancrofttmc.org.uk

More information on fire safety is available from the London Fire Brigade (LFB) - www.london-fire.gov.uk

FIRE RISK - OBSTRUCTIONS IN COMMUNAL AREAS

From our recent inspections of blocks below are some examples of obstructions/items stored in communal areas which can be detrimental in case of fire and cause, trips, delays in evacuation /rescue efforts in an emergency.

Combustible items left outside can also catch fire and spread to your building therefore please report all fly tipping including any residents seen to be disposing such items.

No items should be left either outside flats, in communal areas both inside and outside the block.

To protect you, your family and neighbours from the risk of fire please do not store items in communal areas and report anyone you witness doing so in confidence.



Updating Tenancy Record

Are you a? (Please tick)

Tenant

Leaseholder

* Private Tenant

Freeholder

**If you are a private tenant please provide the following details:*

DETAILS OF LEASEHOLDER

Name:

Address:

Tel:

Email:

DETAILS OF ESTATE AGENTS

Name:

Address:

Tel:

Email:

RESIDENT'S DETAILS

| | | | |
|--------------|---|-----------|--|
| Tenant | | DOB | |
| Joint Tenant | | DOB | |
| Address | | | |
| | | Postcode: | |
| Home Tel | | Work | |
| Mobile | | Email | |
| Next of Kin: | Name: Address: Tel: Email: | | |

HOUSEHOLD DETAILS

Please complete below details of everyone who lives with you.

| Surname | First Name | Date of Birth | Relationship to tenant | Male/ Female |
|---------|------------|---------------|------------------------|-----------------|
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IDENTIFICATION

Please attach two forms of ID. One from each list

| | |
|------------------------|---|
| 1 x Photo ID | Passport or Driving Licence |
| 1 x Proof of residency | Utility Bill Council Tax Benefit Letter Bank Statement Medical Card |

Declaration & Signature

I declare that I live at the above address and that the information is accurate and true to the best of my belief.

I understand that Bancroft TMC will share this information with Tower Hamlets Homes (THH), London Borough of Tower Hamlets and other public bodies as appropriate.

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Tenant's Signature:

Date:

.....

Joint tenant's Signature:

Date:

Office use:

| | | | | | | | | |
|----------------------|---|---|---|--|---------------|--|--|--|
| Local Housing Office | B | A | N | | Date received | | | |
|----------------------|---|---|---|--|---------------|--|--|--|