

Mike Tyrrell
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Date: 09 November 2017

Ref: TH/AFD/2

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.

Our staff and fire marshals have been fully trained in the use of this system and the new fire strategy.

We are planning to 'go live' with the new system on Wednesday 15 November 2017. But before we do we need to undertake some practice fire drills involving you, the residents.

These will be taking place next week on the dates indicated below:

Bromyard House – Monday 13 November 2017 at 10.30am

Peterchurch House – Monday 13 November 2017 at 2pm

Sarnsfield House – Tuesday 14 November 2017 at 12 noon

Skenfrith House – Tuesday 14 November 2017 at 3pm.

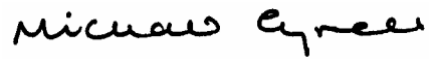
The practice drills will involve the alarms in the block going off for a minute or two. But on this occasion, as it is a practice drill, we are not asking you or other occupants or visitors to evacuate the building. Instead we are asking you to leave your flat and report to the fire marshall or council officer who will be stationed on your landing.

When the alarm has been silenced you will be able to return to your flat.

We have advised the London Fire Brigade of these practice drills so there should be no need for them to attend, however they may wish to attend and witness the drills themselves.

I hope this is clear, but 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