

# Brenley Park Management Limited

Brenley Suite, Lear house, Aventine Avenue, CR4 1GE  
management@brenleypark.co.uk



17<sup>th</sup> of December 2019

Dear Residents,

Season's Greetings to you all from all of the Brenley Park Team, here is a short reminder of some of the ways you and your tenant's can continue to be neighbourly during the festive period.

- ❖ Dumping of rubbish, please advise your visitors use the bins provided, recently waste has been dumped on the floor outside a bin store and even thrown on top of a bin store!
- ❖ Recycling of your boxes, please flatten them first and then place inside the recycling bin. If the recycling bin you were going to use is full, please find another bin on the estate.
- ❖ Food recycling, please remember to empty your food waste directly into the food waste bin, no bags or containers please.
- ❖ Visitors parking, please direct your visitors to the dedicated visitors parking bays. Purchase visitor scratch parking permits in advance from PCM on 01753- 512603.
- ❖ Staying safe, please report any loitering or antisocial behaviour to your safer neighbourhood team on 0208 649 3603 or 101. This could also relate to any dog walking incidents on the estate.
- ❖ Polite reminder, in line with our health and safety guidelines unfortunately Christmas decorations are not allowed in any of our communal areas.
- ❖ A new fob supplier has been located and we have negotiated an initial discounted rate reducing the fobs to £20 each. If you would like to purchase a new fob please contact [treehouse@brenleypark.co.uk](mailto:treehouse@brenleypark.co.uk) by Friday the 20<sup>th</sup> of December with your full name and address for further information.

## **TREEHOUSE OPENING HOURS**

- ❖ Treehouse will close on Friday the **20<sup>th</sup> of December 2019** and reopen on **Friday the 3<sup>rd</sup> of January 2020** for all non-emergency enquiries.
- ❖ For any **emergency** during this time please call **07769 681037**.

## **JANUARY DIARY DATES**

- ❖ Real Christmas tree collection point will be outside the bin shed of 31-36 Verona, if you could place the tree behind the concrete blocks at the side of the shed, by 9am on **Friday the 10<sup>th</sup> of January 2020**.

Please note that any emails sent to [management@brenleypark.co.uk](mailto:management@brenleypark.co.uk) will not receive a response until after **Monday the 6<sup>th</sup> of January**. Please continue to contact treehouse on [treehouse@brenleypark.co.uk](mailto:treehouse@brenleypark.co.uk) for help and assistance on any of the above.

Many Thanks

Management Team, Brenley Park Management Limited  
On behalf of Directors, Brenley Park Management Limited