

Formal Notice: Restricted Balcony Access

Dear Resident,

As a part of the ongoing improvement works to your building, access to all balconies will be temporarily restricted from:

Phase 1 – Car Park Entrance Elevation, from 28th September 2026

Phase 2 – Road Elevation, from 1st October 2026

The restriction is necessary to allow construction activities to be carried out safely in and around the balcony areas, including works to the building facade and the installation of materials required as part of the remediation programme. Restricting access helps protect residents from potential hazards associated with these works and ensures operatives can carry out their duties safely.

Ahead of the restriction taking effect, we kindly ask:

- That residents must no longer access their balcony from the above date mentioned.
- Residents to **remove any personal belongings, furniture, plants, or other items from their balconies** – anything left out will be at your own risk.
- That balcony **doors should remain closed at all times, with the exception of a 100mm opening for ventilation.**

This is a mandatory safety measure while external works are ongoing to keep residents and site staff safe.

We appreciate that losing access to your balcony, even temporarily, may be inconvenient. However, these measures are necessary to allow the improvement works to be completed safely and efficiently.

Thank you for your cooperation and understanding. We will continue to keep residents informed as the project progresses.

Should you have any questions, please contact the Resident Liaison Officer directly.

Yours Sincerely,

Michael Morgan Resident Liaison Officer

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If you have any questions or would like more information, please feel free to get in touch with Michael Morgan your Resident Liaison Officer at mmorgan@starfishltd.com or 07534701236 — he'll be more than happy to help!