

Windsor Drive

(High Wycombe) Management Co. Ltd

Please reply to:
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High Wycombe HP13 6BL
Tel: 01494 463107 / 07762 003055
E: david@windsordrive.co.uk

19th June 2025

To: All Residents
1 – 126 Windsor Drive, High Wycombe

Dear Resident(s),

Re: Buildings Insurance Visit – Wednesday 25th June 2025

The building insurers are due to visit the estate on the above date. The purpose of the visit is to assess the estate and the liabilities. On large accounts this is not unusual and may help us get a more competitive premium in future years. However, it can work the other way!

We need to Ensure:

- All garage bays are clear except for the parking of one vehicle
- All corridors are clear
- No buggies, bikes or other items left in the stairwell
- Balconies are clear of “Junk” and no vents blocked
- Fire doors are not locked or otherwise obstructed
- Shed corridors are clear
- Service cupboards next to the front doors are clear
- Any other areas are “Sterile Clean”

We have just 5 days to do the **“BIG CLEAR-UP”**. Everything needs to look its best by Wednesday morning and preferably kept that way.

What can you do?

Ensure all your items are stored away in your flat or shed. All flat owners & tenants, pay buildings insurance so help us do our best to keep this down.

Thanks, David Winterburn, Director & Co Secretary

