

Your New Home – Melton, Woods Lane Phase 1 (Flat)



Electricity, Gas & Water

All relevant statutory authorities need to be informed as soon as you move into the property. You are responsible for arrangement and payment all of these accounts.

The meter for your gas, water and electricity are situated outside the front of your property.



Telephone

Telephone sockets are positioned in the living room and main bedroom of your property

Please be aware you are responsible for the arrangement and payment of connecting the telephone line through BT.



Council Tax

You must notify the Registration Officer at Suffolk County Council for the necessary forms.



TV Aerial

A co-axial cable has been provided in your loft space for connection. If you require an external aerial you will be required to do this yourself, before you proceed you will need to obtain permission from Colne Housing Society.

Should you wish to arrange for satellite TV, you will need to obtain prior permission from Colne Housing Society via your Housing Officer to erect a satellite dish before instructing your chosen provider.



Appliances

The connection for your cooking appliance has been capped.

You will need to arrange for a certified engineer to install your appliance for you.



Washing Machine

When installing your washing machine, please ensure that a Jubilee Clip is used to secure the pipes in place. This will help to prevent a leak occurring when the machine is in use.

Please be aware that you will be charged for any callout fees occurred from leaks due to poor installation of a washing machine.



Stopcock

The stopcock is positioned underneath your kitchen sink.



Decoration

Decoration is not advisable during the first 12 months as the property will be drying out and cracks may appear which may need to be filled.



Toilets

Your new home has been fitted with a new type of toilet system, whereby in the event of a ball cock failure water will no longer flow outside the property via an overflow warning pipe but will continue to run into the pan of the toilet.

If you notice the water is continuously running please call our office to arrange for a plumber to rectify.

Please note: Blockages are not considered a defect and will not be attending to by the Contractor



Smoke and Carbon Dioxide Detectors

The detectors are powered via the mains, with battery back-up. You are responsible for the maintenance of the battery.



Gardens

There is a communal garden to the side of the building which has been supplied with a rotary drier and a shed for tenant use.



Parking

Please refer to the enclosed site map for your allocated parking space/s.



Recycling and Refuse Collection

Water and Compost bins have been provided, along with a water butt.

Please refer to Suffolk Coastal District Council for local collection dates.



Out of Hours Emergencies and Defects

In the case of an emergency at weekends or bank holidays, or weekdays after 5.00pm and before 9.00 am please contact 0808 164 5695

During normal office hours please contact Icen Homes on 01284 33 33 75