

3 GRAMMAR IN USE Complete the email with suitable forms of the words in brackets.
 3.25 Listen and check.



Subject Problems with other tenants

Dear Mrs Grenfell,

I am writing to you in your position as secretary of Herriott Mansions Residents' Association in connection with the problem of residents leaving rubbish bags and bicycles in the common entrance hallway.

My wife and I have yet again been having a lot of trouble with Steve and David Brown, the tenants of flat 16 on the first floor, and we feel it is high time this persistent source of dispute (1) (finally/resolve).

These tenants own two bicycles which they insist on leaving in the entrance corridor. They are also in the habit of leaving rubbish bags inside the front door in the evenings. No doubt you are aware that the leases of all the flats in our building require that the entrance (2) (keep clear) of obstruction at all times. The local fire officer has pointed out to me that under the building regulations the common entrance corridors to flats must be treated as if they (3) (be) exits of a public building, and are therefore subject to the same restrictions as those in force in theatres, cinemas, etc. In addition, we feel the rubbish bags present a health hazard and we are anxious that this nuisance (4) (stop) immediately. It's not as though the hallway (5) (be) particularly wide – in fact it is quite narrow and can be very easily blocked. Imagine the situation in a fire – we might all be trapped in our flats.

Apparently last month you told the Browns that they could keep their bicycles there for a temporary period. Well, I certainly wish you (6) (not/agree) to that, because they continually use this as an excuse when we ask them to remove the bikes. I have pointed out to them that there is space to store bicycles in the back yard, although I would sooner they (7) (keep) the bikes in their own flat as the presence of two mountain bikes might attract thieves. They say that there isn't any space in their flat and I wish I (8) (able to) offer them somewhere else. But, as you know, all the space in the bicycle shed is now allocated. Unfortunately, they still seem unwilling to move their bikes, and their intransigence is beginning to seem deliberate. It isn't as though we (9) (not/tell) them about this on numerous occasions. In fact it has now reached a stage where I feel I must insist that the chairman of the residents' association (10) (demand) they remove the bicycles forthwith.

As far as the rubbish bags are concerned, the local council has recommended that all rubbish (11) (put) into sealed bins and left on the pavement the night before collection. There is therefore no reason why the Browns have to leave their rubbish inside the entrance. We would rather (12) (not/have to/refer) this matter to our solicitors but we feel that if the residents' association is unable to resolve the matter, we will have no alternative.

Yours sincerely,

Howard Blenkinsop

