

Personal Reps of Miss Lorraine Cordell &
Persons Unknown
23 Byron Terrace
London
N9 7DG

Please reply to:

Email: Georgina Solan@Enfield.gov.uk
Phone:
Textphone: 0204 534 2653
Fax:
My Ref:
Your Ref:
Date: 27 August 2026

Dear Personal Representatives of Miss Lorraine Cordell and Persons Unknown

Re: 23 Byron Terrace

Following the death of the late tenant, the tenancy of the above property has now ended. Our records indicate that nobody is currently residing in the property; however, the property continues to be occupied through the storage of personal belongings and vacant possession has not yet been provided, as the keys have not been returned to the Council.

As the property remains in use and is unavailable for reletting, a **Use and Occupation Account** has been established. Charges continue to accrue until all belongings have been removed, vacant possession has been provided, and the keys have been returned to the Council.

The current charge is **£146.71 per week**, which equates to **£20.96 per day**. As of 28 August 2026, the outstanding balance on the Use and Occupation Account is £1,467.10. These charges accumulate on a daily basis and will continue until the Council receives vacant possession of the property and the keys are returned.

Please note that this is a use and occupation charge only and is not rent. No landlord and tenant relationship exists between the Council and any person using the property following the termination of the tenancy.

We would be grateful if arrangements could now be made to remove any remaining belongings from the property and return the keys as soon as possible to avoid further charges accruing.

Joanne Drew
Strategic Director of Housing and Regeneration
Enfield Council
Civic Centre, Silver Street
Enfield EN1 3XY

www.enfield.gov.uk

 If you need this document in another language or format contact the service using the details above.

If there are any difficulties preventing the clearance of the property or the return of the keys, please contact me immediately so that we can discuss the situation.

You may wish to seek independent legal advice regarding this matter. Advice may be available from the Citizens Advice Bureau, a law centre, or a firm of solicitors.

Yours sincerely,

Georgina Solan
Enfield Council

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