

Repair item	Who is responsible?	If Melin is responsible, how is it funded?
Doors		
Flat front door: glass, locks, handles, catches and ironmongery	Melin	Service charge
Lost keys	Leaseholder	
Internal flat doors	Leaseholder	
Communal doors	Melin	Service charge
Windows		
Communal windows including glass	Melin	Service charge/sinking fund
Flat windows including glass, locks, handles and catches	Melin	Service charge/sinking fund
Heating and plumbing		
Gas and water pipes	Melin	Service charge/sinking fund
Flat heating system	Melin	Service charge/sinking fund
Blocked shared drainage pipes serving more than one flat	Melin	Service charge
All drain repairs (except blockages which are the leaseholder's responsibility)	Melin	Service charge
Communal heating	Melin	Service charge/sinking fund
Electrical		
Cables, wires, switches, sockets and all light fittings	Melin	Service charge
Electric shower unit and shower cubicle	Leaseholder	
Electric shower switch and pullcord	Melin	Service charge
Consumer unit / fuse board	Melin	Service charge
Communal lighting	Melin	Service charge
Electric fires and plug-in electric heaters	Leaseholder	
Communal aerial, TV antenna and/or satellite dish	Melin	Service charge
Communal laundry equipment	Melin	Service charge

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Electrical (continued)		
Door entry system	Melin	Service charge/sinking fund
Tunstall pullcord system	Melin	Service charge
Communal fire detection system and alarm	Melin	Service charge/sinking fund
Smoke alarms and carbon monoxide alarms in flats	Melin	Service charge
Extractor fans	Leaseholder	
Kitchen and bathroom		
Kitchen units, sink, drawers, worktops, tiling, flooring	Leaseholder	
Water taps	Melin	Service charge
Bath, electric shower unit and cubicle, wash hand basin, toilet (including blockages)	Leaseholder	
Water leaks from appliances (except drains and pipes)	Leaseholder	
Cooker, oven, microwave, fridge and other kitchen appliances	Leaseholder	
Walls and ceilings		
Structure of external walls	Melin	Service charge/sinking fund
Structure of internal walls inside a flat	Leaseholder	
Structure of ceilings	Melin	Service charge/sinking fund
Walls and ceilings plaster and finish in flat	Leaseholder	
Communal walls and ceilings plaster and finish	Melin	Service charge/sinking fund
Foundations	Melin	Service charge/sinking fund
Roof		
All elements of the roof	Melin	Service charge/sinking fund
Rain water goods, fascia boards and soffits	Melin	Service charge/sinking fund
Soil pipes	Melin	Service charge/sinking fund

Repair item	Who is responsible?	If Melin is responsible, how is it funded?
Communal facilities		
Car park	Melin	Service charge/sinking fund
Driveway	Melin	Service charge/sinking fund
Boundary walls and fences (depending on ownership with neighbouring properties)	Melin	Service charge/sinking fund
Communal gardens	Melin	Service charge
Cleaning communal areas	Melin	Service charge
Lift	Melin	Service charge/sinking fund
Staircases	Melin	Service charge/sinking fund
Communal corridor	Melin	Service charge/sinking fund
Communal floor coverings and furniture	Melin	Service charge
Paths and gates	Melin	Service charge/sinking fund
Cleaning communal windows and doors	Melin	Service charge
Cleaning outside surfaces of flat windows	Melin	Service charge
Cleaning inside surfaces of flat windows	Leaseholder	
Decoration		
External walls, fascias and soffits	Melin	Service charge/sinking fund
Internal communal corridors, stairs, hallways and guest bedroom	Melin	Service charge/sinking fund
Inside flats (except where damage caused by an insured risk)	Leaseholder	
Internal fixtures		
Skirting boards inside flats	Leaseholder	
Architraves and door linings inside flats	Leaseholder	
Communal skirting boards and door architraves/linings	Melin	Service charge
Floor coverings inside flats	Leaseholder	