

Lister Co-Operative

Christmas Newsletter 2022

If you want to contact us please either telephone 0131 229 6176 or email us: info@lister.coop

**Office opening over the Festive Season 2022-23
(see overleaf for emergency arrangements)**

Monday	26 December 2022	Closed
Tuesday	27 December 2022	Closed
Wednesday	28 December 2022	Closed
Thursday	29 December 2022	Open
Friday	30 December 2022	Open
Monday	2 January 2023	Closed
Tuesday	3 January 2023	Closed
Wednesday	4 January 2023	Closed

Enclosed are details of Christmas cinema tickets for Lister children - please reply by Wednesday 21 December - 12 noon.

**We hope you have a fantastic and safe Festive Season
from the Lister Management Committee and Staff**



EMERGENCIES

ALL LISTER FLATS-from December 2022

Contact numbers for emergency repairs

In the event of a real emergency outside office hours please contact one of the following numbers. Please state that you are a Lister Housing Co-operative tenant and give as much detail as you can about the nature of the problem. Some firms have an answering machine giving a further number to telephone so please have a pen and paper handy. Please keep any access arrangement for the repair workers.

		mem/EmergList
Gas escapes <u>ONLY</u>	Scotia Gas Networks	0800 111 999
Gas central heating faults and gas fire faults	Lothian Gas	0131-440 4666
Plumbing	J B Bell	07496-257012
Joinery/Glazing	Response Building Mntce	01506-414188
	Response daytime Office number	01506-411555
Electrical	N. Watt & Son Ltd	07768-696719
Roof work	R. Porteous Roofing	07768-650116
Water	Scottish Water	0800 0778 778
Electricity	Scottish Power from a landline	0800 092 9290
Electricity	Scottish Power from a mobile or landline	105
Stair-lighting faults	N. Watt & Son Ltd	07768-696719

Please only use these telephone numbers for real emergencies and try the Lister office **first** during the day. If a flat is unoccupied and entry is required to tackle an emergency then you must call the Police to attend. Please report all emergencies (and non-urgent jobs) to the office on the next working day. Once the holiday period is over please report all repairs to the office. All 0330 / 0345 numbers are charged at the landline rate. 0800 is a Freephone (from a landline).

Valid: from Dec 2022 onwards - destroy any older copies please

Procedure note no:		Last reviewed:	3 December 2022	
File reference:	mem/EmergList	Last updated:	3 December 2022	
Adopted:	11 June 1998	Review no:	x	©Lister Housing Co-operative Ltd