

Service Charge Proposal for Rhodri Llewellyn & Go Develop

V6 19/09/2019

The Groves, Harwich Road, Mistley, Essex, CO11 2DA

25 Dwellings on an Estate Only Basis with some Public Open Spaces

Core Management Services:

- Hard & Soft Landscape Maintenance
- Ecological Checks & Monitoring
- Drainage Attenuation tank Management
- Tree and Hedge Management
- Open Spaces
- Residents Management Company Administration
- Insurance - Public Liability & Directors/Officers
- Foul & Surface Water Management



Assumptions:

Allotments Phase 1 & 2 areas excluded
Large Open Space to South is excluded



Annual Service Charge Budget

Estate & Admin. Costs (All Dwellings 1-25)	Cost £
Hard & Soft Landscape Maintenance (20 Visits @£100/Visit)	2,000
Foul Water Pumping Station Maintenance (2x six monthly visits)	1,440
Surface Water Attenuation and Drainage checks (6 x Bi Monthly Visits)	1,500
Communal Electricity (Lighting/Pumps)	600
Tree Works, Hedges & Eco Bat Protection	500
General Estate Repairs (Pump stations, non Adopted roads, Lighting)	600
Insurance : Public Liability	550
Insurance: Directors & Officers (£100K Cover)	130
Insurance: Foul Plant & Engineering cover	500
Estate H&S Risk Assessment (every 2-3 years)	450
Managing Agents Fees (£65/Unit/Year/Plus VAT)	1,950
Company & Certified Service Charge Accounts	600
Company Secretarial & Registered Office	150
Postage Sundries (25 units)	90
Long Term Reserves (£1,500 over 3 years)	500
Total Service Charge	11,560

Equal 1/25th Share Per Dwelling: 462

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HLM Property Management

