

**CHISBURY PROPERTY (MANAGEMENT)
LIMITED
SERVICE CHARGE BUDGET**


david charles
property consultants

020 8866 0001

1 OCTOBER 2017 - 30 SEPTEMBER 2018

CATEGORY	Budget 2017-18
INSURANCE	
Buildings Insurance	11,000
Directors & Offices	500
Terrorism	760
TOTAL INSURANCE	12,260
GARDEN MAINTENANCE	
Garden Contract	11,000
Tree Pruning	800
TOTAL GARDEN MAINTENANCE	11,800
CLEANING	
Common Parts	4,800
Refuse	1,000
Carpet	750
TOTAL CLEANING	6,550
GENERAL MAINTENANCE	
Gutter Cleaning	750
General Maintenance	5,000
Rubbish Clearance	1,000
TOTAL GENERAL MAINTENANCE	6,750
WINDOW CLEANING	
Common Areas	650
TOTAL WINDOW CLEANING	650
HEALTH & SAFETY	
Fire Risk Assessment	650
Property Risk Assessment	650
Emergency Lighting Test	400
TOTAL HEALTH & SAFETY	1,700
ELECTRICITY CONSUMPTION	
Common Parts & Exterior	3,000
TOTAL ELECTRICITY CONSUMPTION	3,000
PROFESSIONAL FEES	
David Charles Property Consultants	10,800
AGM Room Hire	30
Accounts	1,000
Companies' House fee	60
TOTAL PROFESSIONAL FEES	11,890
TOTAL EXPENDITURE EXCLUDING SINKING FUND	54,600
RESERVE FUND	
General Reserve	35,000
TOTAL SINKING FUND	35,000
TOTAL SERVICE CHARGE	89,600
ANNUAL SERVICE CHARGE PER FLAT	1,400.00

Overall Increase of £200 per flat = 64 X 200 = £12800.00

TOTAL SERVICE CHARGE	102,400
ANNUAL SERVICE CHARGE PER FLAT	1,600.00