

**SERVICE CHARGE BUDGET
WILFORD CLOSE RESIDENTS ASSOCIATION LIMITED**

**WILFORD CLOSE, NORTHWOOD, HA6 2GE
29/09/2017 - 28/09/2018**



**david charles
property consultants**

020 8866 0001

CATEGORY	BUDGET 2017-2018
ACCOUNTS	
Preparation of Year End Accounts	£620.00
TOTAL ACCOUNTS	£620.00
BANK CHARGES	
Tax Deducted	£10.00
TOTAL BANK CHARGES	£10.00
COMPANY SECRETARY	
Company Secretary	£300.00
TOTAL COMPANY SECRETARY	£300.00
GARDEN MAINTENANCE	
Annual Garden Maintenance Contract	£1,710.00
Additional Grounds Work (Clearing Rear by Stream / Lawn Feed/ Weed Killer)	£1,000.00
Tree Works	£500.00
TOTAL GARDEN MAINTENANCE	£3,210.00
INSURANCE	
Buildings Insurance	£5,600.00
Directors & Officers Insurance	£250.00
TOTAL INSURANCE	£5,850.00
MAINTENANCE	
Contingency for General Maintenance	£1,500.00
TOTAL MAINTENANCE	£1,500.00
MANAGEMENT FEE	
David Charles Property Consultants	£3,830.40
TOTAL MANAGEMENT FEE	£3,830.40
PEST CONTROL	
External Rat Baiting Programme	£600.00
TOTAL PEST CONTROL	£600.00
STATUTORY EXPENDITURE	
Company Registrar incl. Filing Fee	£70.00
TOTAL STATUTORY EXPENDITURE	£70.00
TOTAL EXPENDITURE EXCLUDING RESERVE FUND	£15,990.40
RESERVE FUND	
Reserve Fund Contribution	£2,729.60
TOTAL RESERVE FUND	£2,729.60
TOTAL SERVICE CHARGE	£18,720.00
TOTAL SERVICE CHARGE PER FLAT PER ANNUM	£780.00
BI-ANNUAL INSTALLMENT PER FLAT	£390.00