

CATEGORY	SERVICE CHARGE BUDGET 2017-2018
<b>CARETAKERS</b>	
Broadband & Telephone for Caretakers Office	£1,000.00
Caretakers' Mobile Phone Contract	£80.00
Caretakers' Sundries / Expenses (cleaning materials, office supplies etc)	£400.00
Caretakers' Wages (includes the cleaning of common parts)	£29,655.35
Working at Height - Man Anchor Training	£120.00
<b>TOTAL CARETAKERS</b>	<b>£31,255.35</b>
<b>CLEANING</b>	
Window Cleaning	£4,500.00
<b>TOTAL CLEANING</b>	<b>£4,500.00</b>
<b>GARDEN MAINTENANCE</b>	
Grounds Maintenance Contract	£13,200.00
Garden Expenditure - Plants/ Evergreen /Fertiliser & ad. hoc Additional Gardening	£3,500.00
Treework	£3,000.00
<b>TOTAL GARDEN MAINTENANCE</b>	<b>£19,700.00</b>
<b>GATES</b>	
Gate Maintenance Contingency	£500.00
Gate Servicing Contract	£1,000.00
Gate Telecomms	£350.00
<b>TOTAL GATES</b>	<b>£1,850.00</b>
<b>GENERAL MAINTENANCE</b>	
Communal Aerial/ Satellite System	£2,000.00
Drain Jetting	£500.00
General Maintenance Contingency	£10,965.82
Intercom & Door Entry System	£600.00
Redecorate Balconies & Common Parts	£8,000.00
<b>TOTAL MAINTENANCE</b>	<b>£22,065.82</b>
<b>HEALTH &amp; SAFETY INSPECTIONS</b>	
5 Year Electrical Inspection (2018)	£600.00
Asbestos Monitoring (2019)	£0.00
Health Safety & Fire & Risk Assesments (2019)	£0.00
Man Anchor Testing (annual)	£930.00
PAT Testing - Caretakers Appliances (annual)	£100.00
Water Monitoring (every six months)	£840.00
<b>TOTAL HEALTH &amp; SAFETY</b>	<b>£2,470.00</b>
<b>INSURANCE</b>	
Buildings & Terrorism Insurance	£16,000.00
Directors & Officers Insurance	£410.00
Lift Engineering Insurance	£1,350.00
Reinstatement Valuation (circa every 5 years 2021)	£0.00
<b>TOTAL INSURANCE</b>	<b>£17,960.00</b>
<b>LIFT</b>	
Lift Maintenance & Repairs	£7,000.00
Lift Service Contract	£1,400.00
Lift Telephone Lines	£1,800.00
<b>TOTAL LIFT</b>	<b>£10,200.00</b>
<b>MEETINGS</b>	
Hall Hire for Directors Meetings & Annual General Meeting	£500.00
<b>TOTAL MEETINGS</b>	<b>£500.00</b>
<b>PEST CONTROL</b>	
Rodent Baiting	£0.00
Wasps Nest Removal	£60.00
<b>TOTAL PEST CONTROL</b>	<b>£60.00</b>
<b>PROFESSIONAL FEES</b>	
Accountants - Preparation of Year End Accounts	£700.00
Legal Fees	£0.00
Managing Agents Fees - David Charles Property Consultants Ltd	£17,400.00
Out of Hours Emergency Call Handling	£266.40
Company Secretarial Fees incl Filing Fees	£320.00
Surveyors Fees	£0.00
<b>TOTAL PROFESSIONAL FEES</b>	<b>£18,686.40</b>
<b>UTILITIES</b>	
Electricity Consumption in the Common Parts	£5,200.00
<b>TOTAL UTILITIES</b>	<b>£5,200.00</b>
<b>TOTAL EXPENDITURE EXCLUDING RESERVE FUND</b>	<b>£134,447.57</b>
<b>RESERVE FUND</b>	
General Reserve	£70,000.00
<b>TOTAL RESERVE FUND</b>	<b>£70,000.00</b>
<b>TOTAL SERVICE CHARGE</b>	<b>£204,447.57</b>

FLAT NO.	RATEABLE VALUE	SUM AS A %	TOTAL SERVICE CHARGE	SERVICE CHARGE PER	BI-ANNUAL
			2017-2018	FLAT 2016-2017	INSTALLMENT
1	589	1.58%	£204,547.54	£3,232.93	£1,616.47
2	403	1.08%	£204,547.54	£2,212.01	£1,106.00
3	394	1.06%	£204,547.54	£2,162.61	£1,081.30
4	572	1.53%	£204,547.54	£3,139.62	£1,569.81
5	483	1.30%	£204,547.54	£2,651.12	£1,325.56
6	572	1.53%	£204,547.54	£3,139.62	£1,569.81
7	589	1.58%	£204,547.54	£3,232.93	£1,616.47
8	500	1.34%	£204,547.54	£2,744.43	£1,372.21
9	607	1.63%	£204,547.54	£3,331.73	£1,665.87
10	411	1.10%	£204,547.54	£2,255.92	£1,127.96
11	403	1.08%	£204,547.54	£2,212.01	£1,106.00
12	590	1.58%	£204,547.54	£3,238.42	£1,619.21
12a	501	1.34%	£204,547.54	£2,749.91	£1,374.96
14	590	1.58%	£204,547.54	£3,238.42	£1,619.21
15	607	1.63%	£204,547.54	£3,331.73	£1,665.87
16	517	1.39%	£204,547.54	£2,837.74	£1,418.87
17	641	1.72%	£204,547.54	£3,518.35	£1,759.18
18	437	1.17%	£204,547.54	£2,398.63	£1,199.31
19	429	1.15%	£204,547.54	£2,354.72	£1,177.36
20	624	1.67%	£204,547.54	£3,425.04	£1,712.52
21	527	1.41%	£204,547.54	£2,892.62	£1,446.31
22	624	1.67%	£204,547.54	£3,425.04	£1,712.52
23	641	1.72%	£204,547.54	£3,518.35	£1,759.18
24	544	1.46%	£204,547.54	£2,985.94	£1,492.97
25	492	1.32%	£204,547.54	£2,700.51	£1,350.26
26	483	1.30%	£204,547.54	£2,651.12	£1,325.56
27	483	1.30%	£204,547.54	£2,651.12	£1,325.56
28	500	1.34%	£204,547.54	£2,744.43	£1,372.21
29	509	1.37%	£204,547.54	£2,793.83	£1,396.91
30	501	1.34%	£204,547.54	£2,749.91	£1,374.96
31	501	1.34%	£204,547.54	£2,749.91	£1,374.96
32	517	1.39%	£204,547.54	£2,837.74	£1,418.87
33	536	1.44%	£204,547.54	£2,942.02	£1,471.01
34	527	1.41%	£204,547.54	£2,892.62	£1,446.31
35	527	1.41%	£204,547.54	£2,892.62	£1,446.31
36	544	1.46%	£204,547.54	£2,985.94	£1,492.97
37	500	1.34%	£204,547.54	£2,744.43	£1,372.21
38	500	1.34%	£204,547.54	£2,744.43	£1,372.21
39	500	1.34%	£204,547.54	£2,744.43	£1,372.21
40	500	1.34%	£204,547.54	£2,744.43	£1,372.21
41	517	1.39%	£204,547.54	£2,837.74	£1,418.87
42	517	1.39%	£204,547.54	£2,837.74	£1,418.87
43	517	1.39%	£204,547.54	£2,837.74	£1,418.87
44	517	1.39%	£204,547.54	£2,837.74	£1,418.87
45	544	1.46%	£204,547.54	£2,985.94	£1,492.97
46	544	1.46%	£204,547.54	£2,985.94	£1,492.97
47	544	1.46%	£204,547.54	£2,985.94	£1,492.97
48	544	1.46%	£204,547.54	£2,985.94	£1,492.97
49	433	1.16%	£204,547.54	£2,376.67	£1,188.34
50	479	1.29%	£204,547.54	£2,629.16	£1,314.58
51	442	1.19%	£204,547.54	£2,426.07	£1,213.04
52	434	1.16%	£204,547.54	£2,382.16	£1,191.08
53	441	1.18%	£204,547.54	£2,420.58	£1,210.29
54	433	1.16%	£204,547.54	£2,376.67	£1,188.34
55	442	1.19%	£204,547.54	£2,426.07	£1,213.04
56	461	1.24%	£204,547.54	£2,530.36	£1,265.18
57	451	1.21%	£204,547.54	£2,475.47	£1,237.74
58	453	1.22%	£204,547.54	£2,486.45	£1,243.22
59	471	1.26%	£204,547.54	£2,585.25	£1,292.62
60	460	1.23%	£204,547.54	£2,524.87	£1,262.44
61	460	1.23%	£204,547.54	£2,524.87	£1,262.44
62	451	1.21%	£204,547.54	£2,475.47	£1,237.74
63	460	1.23%	£204,547.54	£2,524.87	£1,262.44
64	469	1.26%	£204,547.54	£2,574.27	£1,287.14
65	489	1.31%	£204,547.54	£2,684.05	£1,342.02
66	460	1.23%	£204,547.54	£2,524.87	£1,262.44
67	487	1.31%	£204,547.54	£2,673.07	£1,336.54
68	487	1.31%	£204,547.54	£2,673.07	£1,336.54
69	487	1.31%	£204,547.54	£2,673.07	£1,336.54
70	487	1.31%	£204,547.54	£2,673.07	£1,336.54
71	491	1.32%	£204,547.54	£2,695.03	£1,347.51
72	496	1.33%	£204,547.54	£2,722.47	£1,361.24
73	496	1.33%	£204,547.54	£2,722.47	£1,361.24
74	487	1.31%	£204,547.54	£2,673.07	£1,336.54
<b>TOTAL</b>	<b>37,266.00</b>	<b>100.00%</b>	<b>£204,547.54</b>	<b>£204,547.54</b>	<b>£102,273.77</b>