

Service Charge Summary
Channels , Chelmsford, CM3 3PT

1. Maintenance

Ground Maintenance:

Grass Areas

All grass to be cut and the arisings collected and disposed off site during the growing season. If grass is very long then two passes with the mower may be required. All edges to be trimmed and arisings removed

Shrub beds

All shrub beds to be inspected on each visit

Large weeds to be removed by hand and disposed off site. Small weeds and seedlings to be either hoed out or sprayed with a systemic herbicide such as Round Up. Annually in Autumn a granular residual herbicide to be applied to prevent weed germination the following spring

Pruning to shrub planting

Shrubs to be pruned during periods of growth to maintain a tidy neat appearance at all times either using shears, secateurs or if the shrubs are large and mature a mechanical trimmer. All arisings to be removed and disposed off site. Shrub planting should be maintained to ensure it does not overhang or impede pathways or car parking bays, obscure signage or windows

Pruning to hedges

During periods of growth, spring and end of summer, hedges are to be clipped and trimmed to maintain a tidy neat appearance. All arisings to be removed and disposed off site. Hedges should be maintained to ensure they do not overhang or impede pathways or car parking bays, obscure signage or windows.

Leaf clearance

During the autumn months leaves to be collected and removed and disposed off site at each visit. Attention to be paid to removing leaves from within shrub planting, around the bases of hedges and lying on hard landscape surfaces

New Trees

During April and September newly planted trees to be watered twice in each month. In the period May to August new trees to be watered on a weekly basis.

Hard surfaces, pathways and car parking bays

Hard surfaces should be swept clean and any weed growth removed on each visit. Special attention should be paid to kerb lines and around gully's and grates. To avoid the build-up of weed seedlings or moss an application of a liquid herbicide is to be applied on each visit

Building perimeters, gravel margins and fire escapes

Gravel margins around buildings to be kept weed free by spraying these areas with a liquid systemic herbicide on each visit. Fire escapes to be inspected and kept weed free and unimpeded by plant growth at each visit

Existing trees and over hanging branches

Existing trees to be visually inspected from the ground and any overhanging branches.

Wild Flower Meadow Areas

Wild flower meadow areas are to be strimmed and raked clear each September/October. During the rest of the year wild flower meadows are to be checked on each visit and any large weeds removed by hand

Litter Picking

On each visit each area to be inspected and litter collected and removed from site.

Landscape and Nature Conservation Management Plan

Operations outlined in section 4.2 to 4.10 to be implemented and delivered as outlined in the Landscape and Nature Conservation Management Plan.

Lake/Ecology Maintenance: To include monitoring of marginal plants, re instatement of any failed plants, management plan for treatment of invasive plants, inspection of ponds for fish, annual inspection of trees/shrubs, tinning/coppicing, monitoring of GCN population plus report, monitoring of GCN underpasses, monitoring of hibernacula.

Waste Management: An allowance has been made for disposing of any waste dumped onsite or within the lake. This will be closely monitored within the first year and this cost may reduce/increase in year two.

External Repairs & Maintenance Fund: Following regular site inspections along with any problems reported to us, specialist contractors will be appointed to carry out general repairs, this includes expenditure for replacement of external lights & bulbs, boundary repairs (retaining wall and fences), bird/bat boxes, benches, bridge repairs etc.

Pest Control: An allowance has been made for pest control services to the communal public areas. Due to the nature of the site and management plan requirements quarterly pest control management will be in place.

2. Reserves

External Sinking Fund: This is a sum of money set to build up a long term fund to pay for major works such as replacing block paving, major tree works, re tarmac, major wall/fence repairs, replacement of grass/shrubs and any major works related to the lake/ponds..

3. Utilities

External Communal Electricity: This assumes low lighting consumption throughout. This includes estimated accounts for external lighting.

4. Insurance

Public & Product Liability Inc IPT & Terrorism Please note that this premium also includes IPT.

5. Administration

Management Fees:

Company Secretary Fees: Includes maintaining the statutory records of the residents management company and filling the statutory returns. (This charge will only apply if the site is to have a Residents Management Company incorporated).

Audit & Accountancy Fees: Fee for submission of accounts by an independent chartered accountant as per the RICS Codes of Practice.

Directors & Officers Insurance: An allowance has been made for the insurance policy for the directors and officers of the resident's management company.

Bank Charges: These are the charges in relation to the client account for this management scheme.