

St Benedicts Estate, SW17

Estimated cost of services for year ending 30 June 2016

Definitive v1.0 - 12 June 2015

Annual expenditure	Y/E 2015 Estimate	Y/E 2016 Estimate	Estate	Flats	Account Code	Basis
<b>Maintenance costs</b>						
Repairs and maintenance	£12,500	£12,500	£5,000	£7,500	GE16	Estimated cost based on past costs including lamp replacement
Cleaning of flat common areas	£12,900	£13,158		£13,158	CL01	Current contract and actual cost with contractual increase
Bin store cleaning & rubbish removal	£7,500	£7,500	£3,750	£3,750	RR01	Current contract and actual cost with no increase, split 50/50
Gardening	£27,768	£27,768	£13,884	£13,884	GA01	Current contract and actual cost with no increase, split 50/50
Tree pruning	£3,000	£2,500	£2,500		GA04	Estimated cost based on past costs, reduced to usual level
Electricity	£5,523	£5,386	£2,154	£3,232	EL01	Fairnet estimate, split 40/60 by lamp powers
Buildings insurance	£8,086	£8,140	£336	£7,804	IN02	Actual premium for 2015-16, split 4/96 per valuation
Terrorism insurance	£4,450	£4,752	£196	£4,556	IN05	Actual premium for 2015-16, split 4/96 per valuation
D&O insurance	£345	£355	£355		IN08	Actual premium for 2015-16
Door entry system	£1,000	£1,000		£1,000	SS01	Estimated maintenance cost based on past costs
<b>Administration costs</b>						
Legal and professional fees	£1,500	£750	£750		LP08	Estimated cost
Health and safety fees	£984	£984	£492	£492	HS04	Audit and monitoring cost with no electrical inspection, split 50/50
Accountancy fees	£3,900	£3,900	£2,340	£1,560	AU01	Advised cost with no increase, split 60/40
Management Company & sundry expenses	£150	£150	£150		LP06	Estimated cost based on past costs
Managing Agent fees	£41,208	£42,115	£8,423	£33,692	MF01	Advised cost with contractual indexed increase, split 20/80
<b>Total estimated routine expenditure</b>	<b>£130,814</b>	<b>£130,958</b>	<b>£40,330</b>	<b>£90,628</b>		
<b>Non-annual expenditure</b>						
Estate Reserve Fund Collection	£8,736	£1,712	£1,712		RE01	Estate expenditure including clock tower, portico and paving
Flats Reserve Fund Collection	£3,378	£20,798		£20,798	RE01	Flats common expenditure and contingency reserve
Flats Reserve A Collection	£1,852	£1,415		£1,415	RE01	7-10 Abbey Drive
Flats Reserve B Collection	£1,833	£1,630		£1,630	RE01	21-26 Abbey Drive
Flats Reserve C Collection	£4,917	£1,513		£1,513	RE01	31-36 Abbey Drive
Flats Reserve D Collection	£1,122	£1,389		£1,389	RE01	17-27 Carlisle Way
Flats Reserve E Collection	£5,823	£2,649		£2,649	RE01	31-45 Church Lane
Flats Reserve F Collection	£4,660	£2,800		£2,800	RE01	1-23 Limetree Walk
Flats Reserve G Collection	£4,351	£3,211		£3,211	RE01	2-24 Limetree Walk
Flats Reserve H Collection	£1,637	£1,405		£1,405	RE01	130-133 Rectory Lane
Flats Reserve I Collection	£10,481	£8,759		£8,759	RE01	1-71 St Benedicts Close
Flats Reserve J Collection	£4,523	£5,611		£5,611	RE01	73-103 St Benedicts Close
Flats Reserve K Collection	£9,691	£3,670		£3,670	RE01	105-135 St Benedicts Close
Flats Reserve L Collection	£2,311	£1,464		£1,464	RE01	18-28 St Benedicts Close
<b>Total estimated non-annual expenditure</b>	<b>£65,315</b>	<b>£58,026</b>	<b>£1,712</b>	<b>£56,314</b>		
<b>Total estimated expenditure</b>	<b>£196,129</b>	<b>£188,984</b>	<b>£42,042</b>	<b>£146,942</b>		

In accordance with the documentation relating to St Benedicts Estate we hereby certify that the interim service charge payable for the year ending 30 June 2016 shall be based upon expenditure, including insurances, of £188,984 (split £42,042 Estate and £146,942 Flats), which we consider to be a fair and reasonable interim payment.

Rendall and Rittner Limited  
 Managing Agent  
 June 2015

St Benedicts Estate, SW17  
Reserve funds for 2015-20  
Definitive v1.0 - 12 June 2015

Common reserve funds 2015-16	Basis	Average annual inflation rate allowed for period	2%	Estate Reserve	Flats Reserves:	Common	Block
<b>Periodic maintenance and other costs</b>							
Blocks of flats external & internal repair & redecoration	Previous cost excl VAT allowing for inflation						£128,925
Estate facilities repair & redecoration inc clock tower	Previous cost excl VAT allowing for greater degree of repair as deteriorates and inflation			£4,303			
Surveyor and CDM fees	10%			£430			£12,893
Paving, wall and fencing repair & replacement				£3,428			
Investment in LED lamps to reduce electricity costs	Strip lamps outside doors					£1,494	
Communal floor sealing	Previous quotation allowing for inflation					£5,100	
3-5 yearly insurance revaluation	Previous cost in 2014 excl VAT assuming done after 5 years allowing for inflation			£106		£2,544	
5-yearly electrical testing	Previous cost in 2012 excl VAT allowing for previous low quote and inflation					£3,478	
Structural engineer check of wall cracking	Previous cost in 2012 excl VAT assuming done after 5 years allowing for inflation					£1,987	
<i>Total of periodic maintenance excluding VAT</i>				£8,267	£156,421	£14,603	£141,818
<i>Total of periodic maintenance including VAT</i>	VAT rate	20%		£9,920	£187,706	£17,524	£170,182
<b>Common reserve funds</b>							
Contingency reserve (note 2)	% of periodic maintenance	37.5%	minimum	£5,000	£70,390	£70,390	
Additional contingency reserve to cover arrears	Not available to fund work			£898		£4,399	
<i>Total to collect over period</i>				£15,818		£92,313	
PLUS Periodic expenditure 2015 reducing reserves	This needs to be included in 2015 only for the cash in reserve that has not yet been spent			£4,109		£41,864	
LESS Current reserves including 2015 expenditure	Accounts at 30 June 2014 and authorised expenditure			(£11,369)		(£30,185)	
<i>Balance to collect over period</i>	(Block total split by block below)			£8,558		£103,992	£170,182
<b>Common reserve funds collection</b>							
Collection period	Total years in period	5	(note 1)				
Collection per year	Years remaining in period	5	(note 1)	£1,712		£20,798	
Common amount to collect this year	(note 4)			£0		£0	
<b>Collection in budget 2015-16</b>				<b>£1,712</b>		<b>£20,798</b>	

Apportioned below

Flat blocks reserve funds 2015-16	Block A	Block B	Block C	Block D	Block E	Block F	Block G	Block H	Block I	Block J	Block K	Block L	Total
Addresses	7-10 Abbey Dr	21-26 Abbey Dr	31-36 Abbey Dr	17-27 Carlisle Wy	31-45 Church La	1-23 Limetree Wk	2-24 Limetree Wk	130-133 Rectory La	1-71 St Ben Cl	73-103 St Ben Cl	105-135 St Ben Cl	18-28 St Ben Cl	
Number of flats	4	6	6	6	8	12	12	4	36	16	16	6	132
Proportion (note 3)	2.923976%	4.385964%	4.385964%	4.385964%	5.847952%	8.771928%	8.771928%	2.923976%	27.485376%	11.695904%	14.035088%	4.385964%	99.999984%
<b>Flats reserve funds by block</b>													
Common balance to collect over period	£4,976	£7,464	£7,464	£7,464	£9,952	£14,928	£14,928	£4,976	£46,775	£19,904	£23,885	£7,464	£170,180
Entryphone replacement (note 5)	£1,000	£1,200	£1,200	(done)	£2,000	£2,400	£2,400	£1,000	£6,600	(done)	£2,800	£1,200	£21,800
Specific block amounts to collect over period (note 6)													£0
PLUS Periodic expenditure 2015 reducing reserves	£5,573	£5,946	£6,262	£5,135	£10,571	£10,612	£11,103	£5,521	£29,548	£12,141	£11,601	£5,361	£119,374
LESS Current block reserves	(£4,472)	(£6,458)	(£7,360)	(£5,655)	(£9,276)	(£13,941)	(£12,376)	(£4,470)	(£39,126)	(£15,989)	(£19,938)	(£6,707)	(£145,768)
<i>Balance to collect over period</i>	£7,077	£8,152	£7,566	£6,944	£13,247	£13,999	£16,055	£7,027	£43,797	£16,056	£18,348	£7,318	£165,586
<b>Flats reserve funds collection by block</b>													
Collection per year	£1,415	£1,630	£1,513	£1,389	£2,649	£2,800	£3,211	£1,405	£8,759	£3,211	£3,670	£1,464	£33,116
Specific block amounts to collect this year (note 7)										£2,400			£2,400
<b>Collection in budget 2015-16</b>	<b>£1,415</b>	<b>£1,630</b>	<b>£1,513</b>	<b>£1,389</b>	<b>£2,649</b>	<b>£2,800</b>	<b>£3,211</b>	<b>£1,405</b>	<b>£8,759</b>	<b>£5,611</b>	<b>£3,670</b>	<b>£1,464</b>	<b>£35,516</b>

- (1) The reserve period has been extended from 4 years to 5 years to spread costs and limit service charges, as decided by owners at the 2014 Annual General Meeting.
- (2) The flats contingency reserve is being collected into the old single flats reserve to allow it easily to be loaned to individual block reserves if required, as authorised by owners at the 2011 Annual General Meeting.
- (3) The proportions equal those in which blocks contributed to the old flats reserve and match estimated common expenditure. They vary by the numbers of 1-bedroom and 2-bedroom flats in blocks.
- (4) No other work for all blocks in the next year is currently envisaged.
- (5) All entryphones that have not already been replaced are life expired, cannot easily be repaired and are likely to need replacing in the 5-year period.
- (6) No other work for specific blocks later in the period is currently envisaged.
- (7) Work for specific blocks in the next year includes an estimated sum for parking space repairs.