

St Benedicts Estate, SW17

Estimated cost of services for year ending 30 June 2017

Issued v1.0 - 20 June 2016

Annual expenditure	Y/E 2016 Estimate	Y/E 2017 Estimate	Estate	Flats	Account Code	Basis
Maintenance costs						
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	£13,158	£14,048		£14,048	CL01	Current contract with contractual and living wage increase
Bin store cleaning & rubbish removal	£7,500	£7,852	£3,926	£3,926	RR01	Current contract and actual extra costs with 3% increase, split 50/50
Gardening	£27,768	£29,327	£14,664	£14,664	GA01	Current contract and actual extra costs with 3% increase, split 50/50
Tree pruning	£2,500	£2,500	£2,500		GA04	Estimated cost at usual level, based on past costs
Electricity	£5,386	£5,212	£2,085	£3,127	EL01	Fairnet estimate, split 40/60 by lamp powers
Buildings insurance	£8,140	£8,749	£361	£8,388	IN02	Actual premium for 2016-17, split 4/96 per valuation
Terrorism insurance	£4,752	£4,947	£204	£4,743	IN05	Actual premium for 2016-17, split 4/96 per valuation
D&O insurance	£355	£357	£357		IN08	Actual premium for 2016-17, split 4/96 per valuation
Door entry system	£1,000	£1,000		£1,000	SS01	Estimated maintenance cost limited as units will now be replaced
Administration costs						
Legal and professional fees	£750	£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	£3,960	£2,376	£1,584	AU01	Advised cost, split 60/40
Management Company & sundry expenses	£150	£300	£300		LP06	Estimated cost based on past costs
Managing Agent fees	£42,115	£42,789	£8,558	£34,231	MF01	Agreed cost with 1.6% contractual indexed increase, split 20/80
Total estimated routine expenditure	£130,958	£135,275	£41,573	£93,703		
Non-annual expenditure						
Estate Reserve Fund Collection	£1,712	£751	£751		RE01	Estate expenditure including clock tower, portico and paving
Flats Reserve Fund Collection	£20,798	£12,347		£12,347	RE01	Flats common expenditure and contingency reserve
Flats Reserve A Collection	£1,415	£1,515		£1,515	RE01	7-10 Abbey Drive
Flats Reserve B Collection	£1,630	£1,869		£1,869	RE01	21-26 Abbey Drive
Flats Reserve C Collection	£1,513	£1,731		£1,731	RE01	31-36 Abbey Drive
Flats Reserve D Collection	£1,389	£1,686		£1,686	RE01	17-27 Carlisle Way
Flats Reserve E Collection	£2,649	£2,792		£2,792	RE01	31-45 Church Lane
Flats Reserve F Collection	£2,800	£3,327		£3,327	RE01	1-23 Limetree Walk
Flats Reserve G Collection	£3,211	£3,735		£3,735	RE01	2-24 Limetree Walk
Flats Reserve H Collection	£1,405	£1,542		£1,542	RE01	130-133 Rectory Lane
Flats Reserve I Collection	£8,759	£10,635		£10,635	RE01	1-71 St Benedicts Close
Flats Reserve J Collection	£5,611	£4,021		£4,021	RE01	73-103 St Benedicts Close
Flats Reserve K Collection	£3,670	£4,739		£4,739	RE01	105-135 St Benedicts Close
Flats Reserve L Collection	£1,464	£1,827		£1,827	RE01	18-28 St Benedicts Close
Total estimated non-annual expenditure	£58,026	£52,517	£751	£51,766		
Total estimated expenditure	£188,984	£187,792	£42,324	£145,469		

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 £187,792 (split £42,324 Estate and £145,469 Flats), which we consider to be a fair and reasonable interim payment.

Rendall and Rittner Limited
Managing Agent
June 2016

St Benedicts Estate, SW17
Reserve funds for 2015-20
Issued v1.0 - 20 June 2016

Common reserve funds 2016-17	Basis	Average annual inflation rate allowed for period	2%	Estate Reserve	Flats Reserves:	Common	Block						
Periodic maintenance and other costs													
Blocks of flats external & internal repair & redecoration	Previous cost in 2015 excl VAT allowing for inflation							£128,925					
Estate facilities repair & redecoration inc clock tower	Previous cost in 2015 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					
Total of periodic maintenance excluding VAT				£8,267	£156,421	£14,603		£141,818					
Total of periodic maintenance including VAT	VAT rate		20%	£9,920	£187,706	£17,524		£170,182					
Common reserve funds													
Contingency reserve (note 2)	% of periodic maintenance	42.5%	minimum	£5,000	£79,775	£79,775							
Additional contingency reserve to cover arrears	Not available to fund work							£5,495					
Total to collect over period				£15,218				£102,794					
LESS Current reserves	Accounts at 30 June 2015 and authorised expenditure			(£12,215)				(£53,408)					
Balance to collect over period	(Block total split by block below)			£3,003				£49,386					
								£170,182					
Common reserve funds collection								Apportioned below					
Collection period	Total years in period	5	(note 1)										
Collection per year	Years remaining in period	4	(note 1)	£751				£12,347					
Common amount to collect this year	(note 4)			£0				£0					
Collection in budget 2016-17				£751				£12,347					
Flat blocks reserve funds 2016-17													
	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%
Flats reserve funds by block													
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)	£715	£895	£895	(done)	£1,430	£1,790	£1,790	(done)	£4,120	(done)	£2,150	£895	£14,680
Specific block amounts to collect over period (note 6)													£0
LESS Current block reserves	£369	(£882)	(£1,437)	(£719)	(£216)	(£3,411)	(£1,780)	£1,191	(£8,354)	(£3,822)	(£7,081)	(£1,052)	(£27,194)
Balance to collect over period	£6,060	£7,477	£6,922	£6,745	£11,166	£13,307	£14,938	£6,167	£42,541	£16,082	£18,954	£7,307	£157,666
Flats reserve funds collection by block													
Collection per year	£1,515	£1,869	£1,731	£1,686	£2,792	£3,327	£3,735	£1,542	£10,635	£4,021	£4,739	£1,827	£39,419
Specific block amounts to collect this year (note 7)													£0
Collection in budget 2016-17	£1,515	£1,869	£1,731	£1,686	£2,792	£3,327	£3,735	£1,542	£10,635	£4,021	£4,739	£1,827	£39,419
Loaned to reserve fund at 30 June 2016 (note 2)	£1,000				£1,000			£1,500					£3,500

- (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 will be replaced in the 5-year period, cost based on work in 2016, sums allocated are reduced as work is done.
- (6) No other work for specific blocks later in the period is currently envisaged.
- (7) No other work for specific blocks in the next year is currently envisaged.