

St Benedicts Estate, SW17

Estimated cost of services for year ending 30 June 2019

Issued v1.0 - 31 May 2018

Annual expenditure	Y/E 2018 Estimate	Y/E 2019 Estimate	Estate	Flats	Account Code	Basis
<b>Maintenance</b>						
Repairs and maintenance	£8,500	£7,750	£1,250	£6,500	GE16	Estimated cost based on past costs
Parking control	£680	£720	£720		GE16	Estimated cost based on past costs
Door entry system	£500	£250		£250	SS01	Estimated maintenance cost reduced now units have been replaced
Cleaning of flat common areas	£14,112	£14,414		£14,414	CL01	Current contract with contractual 2.1% increase
Bin store cleaning & rubbish removal	£6,984	£7,906	£3,953	£3,953	RR01	Current contract with contractual 2.1% increase plus disposal, split 50/50
Gardening	£30,140	£30,764	£15,382	£15,382	GA01	Current contract including costs with contractual 2.1% increase, split 50/50
Tree pruning	£2,500	£2,500	£2,500		GA04	Estimated cost at usual level, based on past costs
<b>Utilities</b>						
Electricity	£5,200	£4,824	£2,171	£2,653	EL01	Estimated cost based on past cost with reduced use, split 45/55 by power
<b>Professional fees</b>						
Legal and professional fees	£500	£750	£750		LP08	Estimated cost as most costs re-charged to properties
Managing Agent fees	£43,902	£44,824	£8,965	£35,859	MF01	Current contract with contractual 2.1% indexed increase, split 20/80
Accountancy fees	£4,050	£4,200	£2,520	£1,680	AU01	Actual agreed cost of base work, split 60/40
Health and safety fees	£998	£984	£197	£787	HS04	Annual & quarterly inspection costs based on current fees, split 20/80
Management Company & sundry expenses	£300	£300	£300		LP06	Estimated cost based on past costs
<b>Insurance</b>						
Buildings insurance	£11,168	£19,210	£793	£18,417	IN02	Actual premium up 72% after poor water claims record, split 4/96 per valuation
Terrorism insurance	£5,051	£5,266	£217	£5,049	IN05	Actual premium, split 4/96 per valuation
D&O insurance	£365	£365	£365		IN08	Actual premium
<b>Total estimated annual expenditure</b>	<b>£134,950</b>	<b>£145,027</b>	<b>£40,083</b>	<b>£104,944</b>		
<b>Non-annual expenditure</b>						
Estate Reserve Fund Collection	£2,413	£3,154	£3,154		RE01	Estate expenditure including clock tower, portico, paving and contingency
Flats Reserve Fund Collection	£14,389	£10,611		£10,611	RE01	Flats common expenditure and contingency reserve
Flats Reserve A Collection	£1,515	£1,535		£1,535	RE01	7-10 Abbey Drive
Flats Reserve B Collection	£1,882	£1,882		£1,882	RE01	21-26 Abbey Drive
Flats Reserve C Collection	£1,730	£1,750		£1,750	RE01	31-36 Abbey Drive
Flats Reserve D Collection	£1,686	£1,687		£1,687	RE01	17-27 Carlisle Way
Flats Reserve E Collection	£3,816	£4,477		£4,477	RE01	31-45 Church Lane
Flats Reserve F Collection	£3,327	£4,529		£4,529	RE01	1-23 Limetree Walk
Flats Reserve G Collection	£4,101	£4,139		£4,139	RE01	2-24 Limetree Walk
Flats Reserve H Collection	£1,807	£1,409		£1,409	RE01	130-133 Rectory Lane
Flats Reserve I Collection	£10,955	£14,340		£14,340	RE01	1-71 St Benedicts Close
Flats Reserve J Collection	£4,256	£4,257		£4,257	RE01	73-103 St Benedicts Close
Flats Reserve K Collection	£5,098	£5,097		£5,097	RE01	105-135 St Benedicts Close
Flats Reserve L Collection	£1,827	£1,846		£1,846	RE01	18-28 St Benedicts Close
<b>Total estimated non-annual expenditure</b>	<b>£58,802</b>	<b>£60,713</b>	<b>£3,154</b>	<b>£57,559</b>		
<b>Total estimated expenditure</b>	<b>£193,752</b>	<b>£205,740</b>	<b>£43,237</b>	<b>£162,503</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 2019 shall be based upon expenditure, including insurances, of £205,740 (split £43,237 Estate and £162,503 Flats), which we consider to be a fair and reasonable interim payment.

Rendall and Rittner Limited, Managing Agent, June 2018

St Benedicts Estate, SW17  
Reserve funds for 2015-20  
Issued v1.0 - 31 May 2018

Common reserve funds 2018-19	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 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			
Communal electrical upgrade & replacement (note 5)	Likely to be required around 40 years after installation, being collected for 2025		7	£1,650		£4,350	
Flat block roof inspection during periodic work (note 6)	Estimate based on previous costs in 2014					£5,000	
Communal floor sealing (note 7)	Previous quotation allowing for inflation £5,100					£0	
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 2018 excl VAT due in 2020-25 maintenance period allowing for inflation						
Structural engineer check of wall cracking	Previous cost in 2012 excl VAT assuming done each maintenance period allowing for inflation					£1,987	
Total of periodic maintenance excluding VAT				£9,917	£155,699	£13,881	£141,818
Total of periodic maintenance including VAT	VAT rate	20%		£11,900	£186,839	£16,657	£170,182
<b>Common reserve funds</b>							
Contingency reserve (note 2)	% of periodic maintenance	40.0%	minimum	£10,000	£74,736	£74,736	
Additional reserve to cover arrears	Not available to fund work			£276		£2,998	
Total to collect over period				£22,176		£94,391	
LESS Current reserves	Accounts at 30 June 2017, contributions and authorised expenditure 2017-18			(£15,869)		(£73,170)	
Balance to collect over period	(Block total split by block below)			£6,307		£21,221	£170,182
<b>Common reserve funds collection</b>							
Collection period	Total years in period	5	(note 1)				
Collection per year	Years remaining in period	2	(note 1)	£3,154		£10,611	
Common amount to collect this year (note 4)				£0		£0	
Collection in budget 2018-19				£3,154		£10,611	

Apportioned below

Flat blocks reserve funds 2018-19	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
Air brick grilles to deter pest entry (note 8)	(no vents)						(done)	(no vents)	(done)				£0
Specific block amounts to collect over period (note 4, 9)													£0
LESS Current block reserves	(£1,907)	(£3,700)	(£3,965)	(£4,091)	(£999)	(£5,871)	(£6,651)	(£2,159)	(£18,095)	(£11,391)	(£13,691)	(£3,773)	(£76,293)
Balance to collect over period	£3,069	£3,764	£3,499	£3,373	£8,953	£9,057	£8,277	£2,817	£28,680	£8,513	£10,194	£3,691	£93,887
<b>Flats reserve funds collection by block</b>													
Collection per year	£1,535	£1,882	£1,750	£1,687	£4,477	£4,529	£4,139	£1,409	£14,340	£4,257	£5,097	£1,846	£46,948
Specific block amounts to collect this year (note 4)													£0
Collection in budget 2018-19	£1,535	£1,882	£1,750	£1,687	£4,477	£4,529	£4,139	£1,409	£14,340	£4,257	£5,097	£1,846	£46,948
Loaned to reserve fund at date of budget (note 2)	Repaid				£2,000			Repaid					£2,000

(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. **The final loan will be repaid at 30 June 2018.**

(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 work in this category is currently envisaged.

(5) Communal electrical fittings are becoming life expired and will require replacement and upgrade to latest standards, allowed for around 2025 when LED lamps are likely to need replacement. Most costs will be for flat blocks, but costs for security lighting are for the whole Estate.

(6) Several flat block roof repairs have been required recently so allowance has been made to inspect all roofs during the periodic work when access is provided, while any repairs are not yet known and would be funded from the contingency reserve and collected in subsequent years.

**(7) Because of other increased costs such as insurance and roof repairs, the Directors have decided not to carry out floor sealing this period to keep increases in charges to the minimum possible**

**(8) The air brick grille trial at 2-24 Limetree Walk was inconclusive, so the trial was extended to 1-71 St Benedicts Close. Rather than impose this work and charge increases, owners in blocks will be consulted in late 2018 and offered it at extra cost in 2019-20.**

(9) Roof repairs to 31-45 Church Lane and 1-71 St Benedicts Close have been allowed for in the estimate of current reserves so do not need to be included here.