

Your estimated service charge for Becketts Grove, Phase 2, Wymondham

Please find enclosed your service charge estimate, statement of anticipated expenditure. The estimate shows how much we predict we will be spending on your development during the next financial year.

Property Manager's Comments

The enclosed service charge estimate has been reviewed by your property manager before being issued.

As you may be aware, we have recently moved to new systems which will mean the layout of your invoice will differ to what you would have previously received from us. We encourage you to contact us if you require any help understanding your charges, but we have added some helpful detail for you below which should answer any questions you may have. Please note, enclosed you will also receive a certificate of anticipated expenditure, which is your proportion of costs for your property broken down for you for further transparency.

The overall estimated budget for the year 1st January 2023 to 31st December 2023 is £72,876.00

We have made every effort to keep any increases in this years' service charge estimate as low as possible.

For ease of reference, I have included a summary below of the key spend areas within the budget:

Insurance

You will see that insurance costs have increased this year. Unfortunately, this is the result changes in the insurance industry.

For a number of years, insurance premiums have not been subject to significant increases. However, over the last year the position in the industry has substantially changed as a result of 'market hardening'. This 'hardening' has been driven by several factors, but predominantly as a result of fewer insurers wanting to underwrite the real estate insurance and an increase in the number of claims. There has also been an increase in frequency of significant events such as storms and flooding. These factors combined with the impact of changing building regulations, have all contributed to the higher insurance premiums you see in your budget.

The insurance cost in your budget also includes the government's Insurance Premium Tax (IPT), this is currently set at 12% of the underlying premium.

Utility Electricity

This cost has increased, but this has been based on actual usage. We are pleased to have secured a contract with EDF for electricity, which enables you to benefit from the preferential rates we can obtain at FirstPort. These savings are passed directly on to you as the customer.

Ground Maintenance

This can cover items such as grass cutting, maintaining planted areas and hedges, litter picking and preserving trees. The costs will generally depend on the hours of labour to maintain such areas and depend on their size. If there are tree protection orders in place this will require consultation of a specialist at an additional cost if works are required.

Playground Maintenance

The cost of annual service to the playground to ensure it remains safe and compliant.

General Maintenance

To fund a wide range specifically planned works/services for the year to the shared building and facilities, including checks, maintenance, and repairs to the managed areas of the estate.

Management Fees

The fee paid to FirstPort to manage your development communications, development management and regulatory compliance. Further details can be found on the FirstPort website.

Accounts Preparation Fee

These fees cover preparing, reviewing and distributing annual accounts for your development through use of our dedicated in-house accountants.

Audit / Accounts Certification Fee

The external costs incurred for formal auditing of the annual accounts by independent Chartered Accountants.

H&S and Risk Assessments

Keeping your home and managed areas safe and healthy to live within is one of our main priorities. This year we have budgeted for Health & Safety Risk Assessment, PAT testing, 5-year electrical tests and Tree Surveys.

Reserve Fund

There has been an increase in the contribution being made into the reserve fund in comparison to last year's costs. This is to ensure we maintain sufficient funds to carry out essential and significant works to ensure your development remains well cared for and in good condition. The reserve fund will continue to be assessed and reviewed on an annual basis.

Why we're invoicing you now

We have to make sure there are sufficient funds to maintain your development throughout the year. This means we are required to ask you to pay in advance, as set out by your Lease or Transfer document.

The service charge you pay helps us take care of your building. The money you pay goes into a bank account set up especially for you and your neighbours to make sure there's enough money to pay for the work your building needs. If you don't pay your service charge it doesn't affect FirstPort as a business, but it does affect your development. Non-payment of your service charge may mean we have to postpone jobs that need doing and impacts our ability to keep your development in good order and to the standards you would expect.

What we do with your money

Although we ask you to make payment to FirstPort, your money is credited to an interest-bearing designated service charge bank account and held by way of statutory trust. All of our development bank accounts are completely independent of the trading accounts of any of the FirstPort group companies. Our development bank accounts are all with Barclays.

Making a payment

We offer a number of different ways for you to pay your share of the service charge. Please refer to your invoice for further details. For the quickest and easiest way to pay, we recommend signing up to MyHome by visiting the website address above.

Find out more

If you would like further information, we recommend taking a look at the FAQs on our website, which provide helpful information on a range of topics including a glossary of terms to help explain the terminology used in your accounts and service charge estimates: <https://www.firstport.co.uk/residents-help-and-advice>

Yours sincerely

E. Offei

Emma Offei
Property Manager
FirstPort Property Services

Beckets Grove Ph2 (Wymondham)

Estimate of Service Charge for the Year to 31st December 2023

	AMOUNT
<u>S1 Apartment Charge</u>	
S1	
Insurance	£ 1,259.00
Insurance Revaluation	£ 51.00
Utility Electricity	£ 978.00
Utility Water & Sewerage	£ 85.00
Cleaning Window Cleaning	£ 150.00
Cleaning Communal Area	£ 779.00
General Maintenance	£ 650.00
Management Fees	£ 992.00
Accounts Preparation Fee	£ 65.00
H&S and Risk Assessments	£ 858.00
SUB TOTAL	£ 5,867.00
Total Expenditure S1 Apartment Charge	£ 5,867.00
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<u>S2 Courtyard Charge</u>	
S2	
Grounds Maintenance	£ 80.00
General Maintenance	£ 100.00
Accounts Preparation Fee	£ 65.00
SUB TOTAL	£ 245.00
Total Expenditure S2 Courtyard Charge	£ 245.00
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S3 Gen Res - Apartment

S3

Contribution-Reserve	£	800.00
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SUB TOTAL	£	800.00
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Total Expenditure S3 Gen Res - Apartment	£	800.00
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S4 Gen Res - Courtyard

S4

Contribution-Reserve	£	120.00
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SUB TOTAL	£	120.00
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Total Expenditure S4 Gen Res - Courtyard	£	120.00
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S5 Gen Res - Estate

S5

Contribution-Reserve	£	1,000.00
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SUB TOTAL	£	1,000.00
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Total Expenditure S5 Gen Res - Estate	£	1,000.00
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S6 Estate Charge

S6

Insurance	£	3,215.00
Insurance Revaluation	£	595.00
Grounds Maintenance	£	25,912.00
General Maintenance	£	4,300.00
Management Fees	£	26,952.00
Accounts Preparation Fee	£	2,301.00
H&S and Risk Assessments	£	209.00
SUB TOTAL	£	63,484.00
Total Expenditure S6 Estate Charge	£	63,484.00

S7 Equip Res - Apartment

S7

Contribution-Reserve	£	200.00
SUB TOTAL	£	200.00
Total Expenditure S7 Equip Res - Apartment	£	200.00

S8 Equip Res - Courtyard

S8

Contribution-Reserve	£	160.00
SUB TOTAL	£	160.00
Total Expenditure S8 Equip Res - Courtyard	£	160.00

S9 Equip Res - Estate

S9

Contribution-Reserve	£	1,000.00
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SUB TOTAL	£	1,000.00
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Total Expenditure S9 Equip Res - Estate	£	1,000.00
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SCHEME GRAND TOTAL	£	72,876.00
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The Reserve Fund allocation is set aside to provide a contribution only to the actual costs when incurred.

At that time any balance will be included in the service charge or collected as a special levy.

Whilst different items of expense are indicated, all the reserves in hand within a schedule will be available for any exceptional expenditure, subject to the timing and urgency of other future works