



PROPOSED ESTATE CHARGE BUDGET 2022

Waterfront Estate, Manvers Way, Rotherham

Landlord : Manvers Lake & Dearne Valley Trust Ltd

1st January 2022 to 31st December 2022

Background

Manvers Lake & Dearne Valley Trust Ltd is a registered charity and not for profit organisation. The Trust was formed in 2011 to look after Manvers Lake and the surrounding area, including managing the Boathouse and its facilities. We currently have 3 subsidiary businesses, Manvers Waterfront Boat Club Ltd which is a multi sports club, Manvers Lake & Dearne Valley Trading Ltd who carry out much of our maintenance works, and Manvers Lake & Dearne Valley Events Ltd who organise large sporting events.

The waterfront development at the south side of the lake adjacent to Manvers Way was developed by Express Parks, who became TCN Ltd. The freehold of the whole site is held by Manvers Lake Trust and Avon Ground Rents Ltd. The plan below shows the freeholds, with Manvers Lake Trust in Green and Pink and Avon Ground Rents Ltd in Yellow.



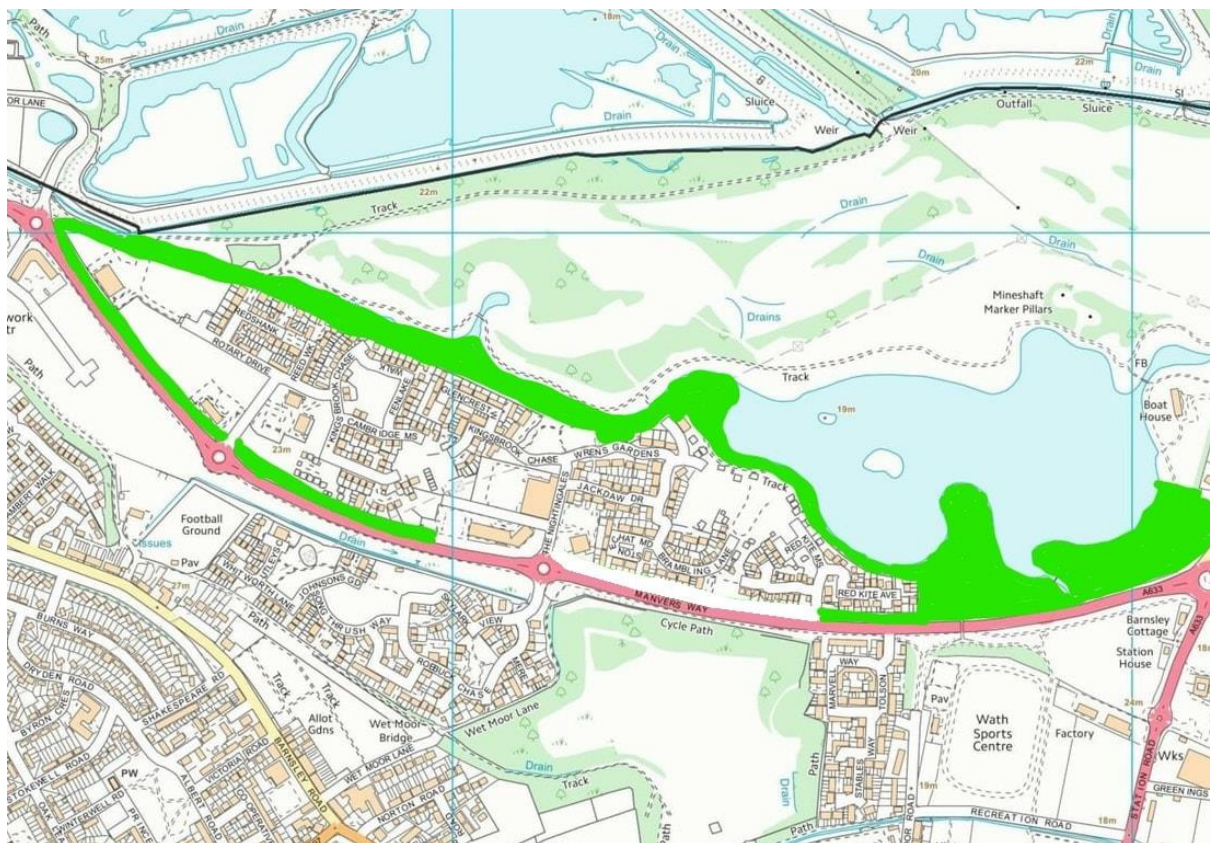
When TCN had completed the development of the site and wanted to dispose of the head lease it was acquired in December 2015 by Manvers Lake & Dearne Valley Trust Ltd. This means that the Trust has to maintain the parkland in accordance with the lease terms. It also has to budget for the

maintenance, invoice the businesses each quarter and produce audited accounts each year to show where the money was spent.

There is provision to cover unexpected problems such as if a bridge was vandalised and needed immediate replacement, this can be charged to the Business Tenants as a one off charge. We aim to avoid this by building up a “sinking fund” with a small contribution from all each year as part of the Estates Charge to cover the one off events.

The Trust only maintains areas of the estate that have not been leased to others. We maintain the two car parks which have our signage, much of the grass verge along Manvers Way, the lakeside to the south of the lake from the old Garden Centre to the housing development and the paths and embankments from the western end of the lake to the Old Moor Roundabout. Maintenance of the developments within the estate falls on the individual Landlords and their management companies. The drawing below shows the areas maintained by the Trust under the Estates Charge. The Trust has a wider responsibility to maintain other areas around the lake but these are not funded by the Estates Charge.

The plan below gives an indication of the areas currently maintained by the Trust and funded by the Estates Charge. This is not to scale and is intended only to demonstrate the extent of the area maintained.



Where the tenants of the Trust have sub tenants, generally in the housing developments, the Lease between the Landlord (housing developer) and the house occupier generally allows the Landlord to divide up the Estates Charge from the Trust and ask each house occupier to pay a proportion of this. They could also add in other charges for Insurance, invoicing fees, management etc which are not part of the Estates Charge from the Trust.

If any house occupier were to buy the freehold of the property, the Estates Charge would still be payable.

The Trust is happy to answer questions on the make up of the total Estates Charge Budget and Charges, and how this is applied to our direct tenants, but we cannot answer queries relating to sub tenants charges or how these are divided and applied. All sub tenant queries should be addressed to Manvers Lake & Dearne Valley Trust Ltd: Company No 07521620

the business that issues the invoices to the sub tenant.

The Businesses which have residential sub tenants are:-

- Elite (FH) Ltd with managing agents Residential Management Group
- Great Places Housing Ltd
- Harron Homes Ltd, with managing agents Edge Property Management Ltd
- Strata Homes
- Taylor Wimpey Homes with managing agents Premier Estates

The items that make up the Estates Charge can include but are not limited to:-

- Litter picking
- Emptying of waste bins around the lake
- Removal of waste from site
- Tree and shrub maintenance
- Path repairs and maintenance
- Pest Control
- Keeping Water Courses free from silt
- Bridge maintenance/replacement
- Grass cutting and strimming
- Fencing repairs and maintenance
- Maintenance of drainage ditches
- Equipment hire
- Signage provision and replacement
- Insurance costs
- Provision of site management to deal with queries etc
- Administration costs
- Legal costs
- Staff Training and PPE
- Accountancy Costs

Definitions

Management

This category includes but not restricted to; service charge development and invoicing, chasing aged debt, letting, managing staff and service contracts, tenant query management and resolution, estate safety inspection, patrols by staff and any H&S Fees.

Professional Fees

This category includes the fees for monthly book-keeping, legal advice from our lawyers, the accountancy costs of these reports and any audits required.

Insurance

This category public liability insurance for the estate area and the maintenance operations.

Hard Services

This category includes maintenance of estate fencing, tree management and maintenance, pathway repairs, car park surfacing, bridge management, repairs and maintenance.

Soft Services

This category includes litter collection, waste bin emptying, dog waste bin emptying, waste disposal charges, grass cutting.

Communications

This category includes costs associated with meeting, leaflets, the information on the website and staff time/contract staff.

Overheads

This category includes costs associated staff training, PPE, volunteer costs, staff travel, office, printing and IT costs.

Miscellaneous

This includes costs not covered elsewhere.

Maintenance Fund

This fund is used to build capital toward bridge replacements and or major maintenance. This was used up in 2021.

2021 Budget Narrative

With the end of the pandemic the lake saw greatly increased visitor numbers, this created a number of challenges:

Litter

The amounts of litter collected from bins and litter picked from the site was much the same as 2021. This is due to high number of visitors, visitor stopping longer and using the space for family gathering and picnics. This has led to additional resources being used to manage this issue, even in the winter months.

We are grateful to litter picking undertaken by local volunteers however activity has reduced over 2021.

Grass Cutting and Strimming

The grass has been well maintained this 2021, with very few issues.

Parking

The need to lock the car parks remain as per 2021 this is done partly using volunteers and lake staff. The reduction in ASB and litter from locking the car parks makes this a worthwhile and a good use of resources.

The parking in the estate roads seems to have reduced in 2021 this could be partly due to the lake car park next to the pylon being extended in the spring of 2021.

Footpaths

The increase in visitor numbers has resulted in a rapid deterioration of some of the paths around the lake within the service charge area. The trust was aware of a number of incidents and accidents on the link path to the TPT. The narrow path edging was a trip hazard in places and very slippery when wet, this was a particular hazard to cyclists. Doing nothing was not an option.

The Council partly funded works to this path, the path was widened, the edgings remove and the path was constructed to the Council footpath specification.

No contractor would quote for the complete job as it is usual for groundworks to be done on a day rate. A local contractor provided a quotation for the plant, staff and stone.

This works overran due to the weather, pedestrians still using that path and taking barriers down, the old paths was not laid to the correct depth, drainage in certain areas was improved. The footpaths works were not completely finished and the trust will carry out snagging works one the path surface has settled down, this was mainly due to financial constraints.

The maintenance fund supported these works has been used up.

Bridges

The handrail on the bridge nearest the road became detached, due to rotten timber. Quotations were obtained to replace the bridge with a steel one £20k. The super structure of the existing bridge was generally fine so the bridge was refurbished, using some contract labour and volunteers. The cost of the works was approximately £3k.

The bridge at the far end of the lake is in need of the same type of repair, however is more than twice as wide so the refurb costs will be greater.

Budget Pressures for 2022

SSSI

The Dearne Valley SSSI consultation has finished and part of the estate will be protected by this. This incur extra costs as certain activities will have to be approved by Natural England

There was a overspend of about £8k from 2021 this will be carried forward to 2022.

Budget 2022

The trust proposes an 8% uplift for 2022 as below:

	2021 Budget	2022 Budget
Insurance	3432	3706.56
Litter Picking	6240	6739.2
Litter Collection [Bins]	3744	4043.52
Contract collection of waste	1040	1123.2
Pest Control	260	280.8
Grass Cutting	3120	3369.6
Strimming	0	0
Trees	520	561.6
Ditching and Drainage	0	0
Weed removal	3120	3369.6

Hard Services - Grounds Maintenance	8840	9547.2
Signage	520	561.6
Fences	520	561.6
Snow clearing/seasonal costs	0	0
Mower Costs and strimmer costs.	4711.2	5088.096
Equipment hire	1040	1123.2
Information Management	520	561.6
Wardens/Rangers	780	842.4
Management/Supervision	20800	22464
Director costs	780	842.4
Site Supervisor	5200	5616
Staff Costs	332.8	359.40
Staff Training	260	280.8
Volunteer Expenses	2860	3088.8
Legal and external reports	2080	2246.4
Accountancy	520	561.6
Audit	0	0
Office Costs O/H (Light, Heat, Telephone)	780	842.4
Travel and representation	520	561.6
PPE/Hi Viz/Uniform	520	561.6
Health Safety and Environmental	260	280.8
Contingency	2080	2246.4
Miscellaneous	260	280.8
	£75 660	£81 712.80

ESTATE CHARGE REPORT

Apportionment Matrix

Budget Superior	Porportion %	Proportion Lease Area (Sq Ft)	Budget Share of (Net)
Pub Plot	2.7972028%	43560	2285.67
Aldi Plot	5.8741259%	91476	4799.91
Hotel Plot	6.1538462%	95832	5028.48
Bauer Plot	10.0699301%	156816	8228.42
Nursery Plot	1.3986014%	21780	1142.84
KFC Plot	2.2657600%	35284	1851.42
Westleigh Plot A	3.3125277%	51585	2706.76
Westleigh Plot B	9.5266075%	148355	7784.45
Snaefell Plot (Pension)	1.3986014%	21780	1142.84
Rose & Thickett Plot (Fusion)	2.0979021%	32670	1714.25
Harron Homes Plot (Phase 1)	9.8461410%	153331	8045.55
Onward Plot	6.9930070%	108900	5714.18
Harron Homes Plot (Phase 2)	5.7622634%	89734	4708.51
Taylor Wimpey Plot	9.2307692%	143748	7542.72
Strata Plot	12.3636235%	192535	10102.66
Harron Homes Plot (Phase 3)	7.8321678%	121968	6399.88
Play Valley Plot	2.7972028%	43560	2285.67
Remainder (Covered by ML&DVT)	0.2800000%	4356	228.80
Totals	100%	1557270	81713.00