



ESTATE CHARGE REPORT

Waterfront Estate, Manvers Way, Rotherham

Landlord: Manvers Lake & Dearne Valley Trust Ltd “A registered charity No: 1150159”

1st January 2021 to 31st December 2021

SERVICE CHARGE CERTIFICATE

I hereby confirm that, according to the information available to me, the attached statement of estate charge expenditure costs to the landlord of providing the services to the premises for the period 1st January 2021 to 31 December 2021, in accordance with the terms of the lease.

Summary Expenditure for Period

Schedule

All Tenants	£	75,660
Total Expenditure for Period	£	82,932

Notes

The accounting records have been independently reviewed and confirmed.

As Manvers Lake and Dearne Valley Trust Ltd is a not for profit organisation, therefore no profit element is added to the costs, also volunteers give their time to help manage and maintain the estate area, therefore the contribution requested will be significantly lower than a commercial provider.

Signed



Mr Mark Benton: Manvers Lake & Dearne Valley Trust Ltd

15th September 2022

Signed:



Mr Heera Singh FMAAT: HSL Accountancy Solutions

15th September 2022

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..

Overheads

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

Communications

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

Miscellaneous

This includes costs not covered elsewhere.

Maintenance Fund

This fund is used to build capital toward bridge replacements and or major maintenance.

Estate Charge Area

Below is the map contained within the estate leases.



ESTATE CHARGE REPORT - Budget and Expenditure 2021

Category	Budget 2021	Expenditure 2021
Management		
Staffing	780	0
Management/Supervision	20,800	20,554
Volunteer and Director costs	780	800
Site Supervisor	5,200	0
Health Safety and Environmental	260	0
Total	27,820	21,354
Professional Fees		
Staff Costs – Book Keeping etc	333	2,124
Legal and external reports	2,080	2,211
Accountancy	520	160
Total	2,933	4,495
Insurance		
Insurance	3,432	3,700
Total	3,432	3,700
Hard Services		
Trees and Shrub Management	520	0
Ditching and Drainage	0	80
Weed removal	3,120	1,677
Hard Services	8,840	22,476
Equipment Hire	1,040	
Signage	520	0
Fences	520	0
Total	14,560	24,233
Soft Services		
Litter Picking	6,220	**10,000
Litter Collection [Bins]	3,744	**5,000
Contract collection of wheelie bins	1,040	1,080
Pest Control	260	270
Grass Cutting	3,120	3,240
Others Grounds Maintenance Costs.	4,711	4,870
Total	19,095	24,460
Overheads		
Staff Training	260	250
Volunteer Expenses	2,860	2,000
Office Costs O/H (Light, Heat, Telephone)	780	800
Travel and representation	520	600
PPE/Hi Viz/Uniform	520	500

	Total	4,940	4,150
Communications Total		540	540
Other one-off costs - Total		260	0
Bridge Maintenance Fund - Total		2,080	0
Grand Total		75,660	82,932

Note

* Overspend due to essential path repairs following a number accidents on the link path to TPT (including £5k Grant RMBC)

** Overspend due to increased litter picking/increased bin emptying

ESTATE CHARGE REPORT - Apportionment Matrix 2021

Site	Name	Area/Sq Ft	Percentage	Fair Proportion
PLA	Pub Plot	43,560	2.80%	2116.36
PLB	Aldi Plot	91,476	5.87%	4444.37
PLC	Hotel Plot	95,832	6.15%	4656.00
PLD	Bauer Plot	113,992	7.32%	5538.31
PLE	KFC Plot A	21,780	1.40%	1058.18
PLF	KFC Plot B	35,284	2.27%	1714.27
PLG	Westleigh Plot A	51,585	3.31%	2506.23
PLG	Westleigh Plot B	148,355	9.53%	7207.86
PLH	Snaefell Plot	21,780	1.40%	1058.18
PLI	Rose & Thickett Plot	32,670	2.10%	1587.27
PLJ	Harron Plot (Phase 1)	153,331	9.85%	7449.59
PLK	Onward Plot	108,900	6.99%	5290.91
PLL	Harron Plot (Phase 2)	89,734	5.76%	4359.73
PLM	Taylor Wimpey Plot	143,748	9.23%	6984.00
PLN	Strata Plot	192,535	12.36%	9354.32
PLO	Harron Plot (Phase 3)	121,968	7.83%	5925.82
PLP	Play Valley Plot	43,560	2.80%	2116.36
PLZ	Remainder (Covered by ML&DVT)*	47,180	3.03%	2292.25
Total		1,557,270	100	75660.00

. * Car Parks and other land