



ESTATE CHARGE REPORT

Waterfront Estate, Manvers Way, Rotherham

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

1st January 2022 to 31st December 2022

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 2022 to 31 December 2022, in accordance with the terms of the lease.

Summary Expenditure for Period

Schedule

All Tenants	£	81,713
Total Expenditure for Period	£	81,713

Notes

The accounting records have been independently reviewed and certified.

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

14th March 2023

Signed:



Mr Heera Singh FMAAT: HSL Accountancy Solutions Ltd

14th March 2023

Definitions

Management

This category includes but is 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 includes 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

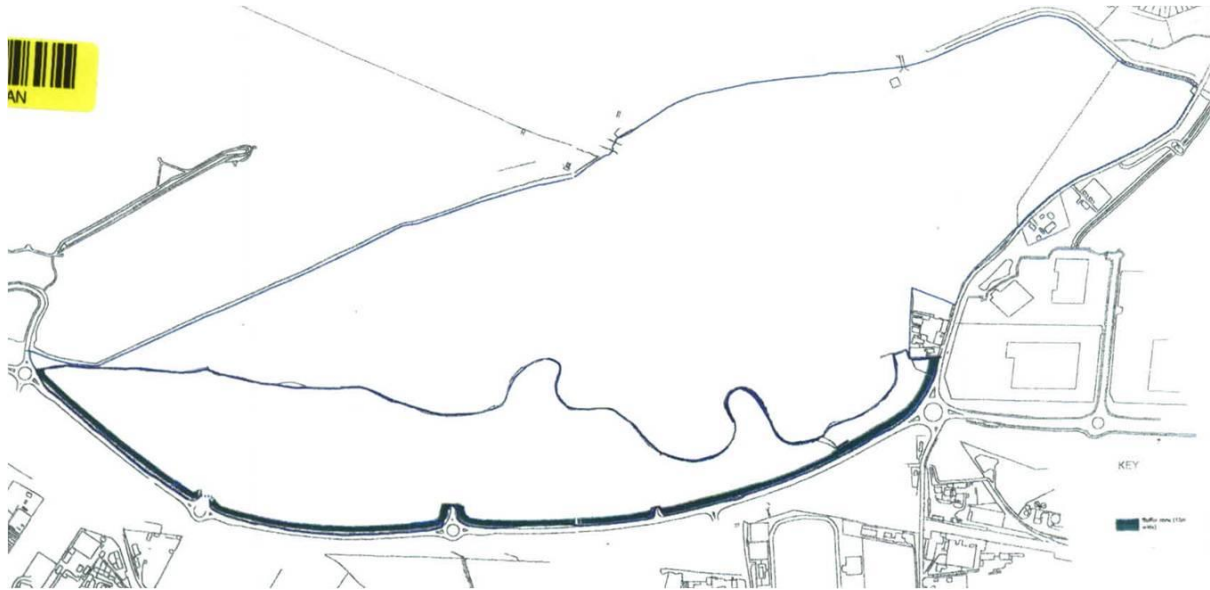
This includes costs not covered elsewhere.

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 2022

Category	Budget 2022	Expenditure 2022
Management		
Staffing	842	800
Management/Supervision	22,464	29,575
Volunteer and Director costs	842	0
Site Supervisor	5,616	5,000
Health Safety and Environmental	281	0
Total	30,045	35,375
Professional Fees		
Staff Costs – Book Keeping etc	359	456
Legal and external reports	2,246	3,752
Accountancy/Bank Charges	562	361
Total	3,167	4,569
Insurance		
Insurance	3,707	4,400
Total	3,707	4,400
Hard Services		
Trees and Shrub Management	562	550
Ditching and Drainage	2,246	0
Weed removal	3,370	0
Hard Services	7,300	10,670
Equipment Hire	1,123	0
Signage	562	0
Fences	562	400
Total	15,725	11,620
Soft Services		
Litter Picking	6,739	6,814
Litter Collection [Bins]	4,044	4,000
Contract collection of wheelie bins	1,123	1,500
Pest Control	281	186
Grass Cutting	2,842	3,176
Others Grounds Maintenance Costs.	6,739	6,224
Total	21,768	21,900
Overheads		
Staff Training	280	
Volunteer Expenses	1,965	1,000
Office Costs O/H (Light, Heat, Telephone)	843	802
Travel and representation	562	737
PPE/Hi Viz/Uniform	562	170

	Total	4,212	2,709
Communications Total		562	621
Other one-off costs - Total		281	0
Bridge Maintenance Fund/Overspend Repayment - Total		2,246	519*
Grand Total		81,713	81,713

Overspend 2021 carry forward = £7,272

Overspend Repayment 2022 =£519*

Overspend C/F to 2023 =£6,753

ESTATE CHARGE REPORT - Apportionment Matrix 2022

Lease	Lease Area (Sq Ft)	Proportion	Budget Share
Pub Plot	43,560	0.0280	£2,288
Aldi Plot	91,476	0.0587	£4,797
Hotel Plot	95,832	0.0615	£5,025
Bauer Plot	156,816	0.1007	£8,228
KFC Plot 1	21,780	0.0140	£1,144
KFC Plot 2	35,284	0.0227	£1,855
*Westleigh Plot A	51,585	0.0331	£2,705
*Westleigh Plot B - Great Places	148,355	0.0953	£7,787
Snaefell Plot	21,780	0.0140	£1,144
Rose & Thickett Plot	32,670	0.0210	£1,716
Harron Plot (Phase 1)	153,331	0.0985	£8,049
Onward Plot	108,900	0.0699	£5,712
Harron Plot (Phase 2)	89,734	0.0576	£4,707
Taylor Wimpey Plot	143,748	0.0923	£7,542
Strata Plot	192,535	0.1236	£10,100
Harron Plot (Phase 3)	121,968	0.0783	£6,398
Play Valley Plot	43,560	0.0280	£2,288
*Car Parks/Remainder (Covered by Manvers Trust)	4,356	0.0028	£229
	1,557,270	1.0000	81,713

. * Car Parks and other land