

**Kennedy Way Shopping Centre  
Immingham**

**DN40 2AB**

**Service Charge Budget Report**

**24<sup>th</sup> June 2025 – 23<sup>rd</sup> June 2026**

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## **Introduction**

Kennedy Way is the Town Centre for Immingham. The scheme undergone a multimillion-pound regeneration project including the creation of the units this service charge serves.

This report has been produced by Johnson Fellows on behalf of the Landlord, Tesco Stores Limited. It is intended to provide details of the planned expenditure for the service charge year commencing 24th June 2025 to the 23<sup>rd</sup> of June 2026.

Enclosed within this report is a copy of the Service Charge Budget Schedule (Appendix ) and Service Charge Apportionment Schedule. (Appendix)

The service charge is administered having regard to RICS Practice Standards; Service Charges in Commercial Property; Professional Statement 1st edition.

## **The Property**

The premises consists of 2 retail units. It is located in Immingham town centre off Washdyke Lane. The site benefits from a front car parking facility, landscaped area and rear service yard which are maintained directly by the service charge.

## **Voids and Concessions**

The service charge for any void lettable units or attributable to any service charge concessions is the responsibility of the Landlord.

## **VAT**

The Landlord has elected the property for VAT. Consequently, all expenditure budgets are quoted net of VAT, with VAT being charged at the appropriate rate.

## **Banking**

Due to the general level of service charge funds, they are not maintained within a discrete bank account. The funds are held within the Johnson Fellows Clients Account which is maintained with Barclays Bank plc. Consequently, the service charge is not credited with any interest, neither are any bank charges allocated to the service charge. Interest charged on late payment of service charge by tenants is to be credited to the service charge.

**Reserve** There is no sinking fund or reserve fund at this site.

### **Service Charge Objectives**

The object of this budget report is to provide clear explanation of the planned service charge expenditure on a not for profit/not for loss basis. It is also to promote clarity and transparency and to allow the leaseholders to budget accurately for the forthcoming year.

The service charge is administered having regard to Service Charges in Commercial Property; RICS professional statement 1<sup>st</sup> edition.

### **Service Charge Apportionment**

The service charge provisions are set out in each tenant's lease. These consistently provide for each tenant to pay a due proportion of the service charge which is attributable to each tenant's premises. The due proportion is based primarily on the net internal area of each property relative to the total net internal area of all units. If such apportionment is inappropriate, the Landlord has reasonable discretion to adopt such other due proportion as is fair and reasonable. This may include attributing the whole expenditure to a particular unit.

The service charge percentage apportionments are detailed in Appendix A.



## **Management Team**

### **Facilities Manager:**

Robert Scott  
Johnson Fellows, Charter House, 180 Newhall Street, Birmingham, B3 1SJ  
Mobile: 07540 732602  
Email: [robert.scott@johnsonfellows.co.uk](mailto:robert.scott@johnsonfellows.co.uk)

Robert Scott is responsible for the repair and maintenance of the property and statutory compliance.

### **Assistant Property Manager:**

Narinder Sira  
Johnson Fellows, Charter House, 180 Newhall Street, Birmingham, B3 1SJ  
Direct Dial: 0121 234 0463  
Email: [narinder.sira@johnsonfellows.co.uk](mailto:narinder.sira@johnsonfellows.co.uk)

Narinder Sira assists with the management of the building, including the administration and collection of the service charge.

### **Management Surveyor:**

Angela Lindop  
Johnson Fellows, Charter House, 180 Newhall Street, Birmingham, B3 1SJ  
Mobile: 07919 949297  
Email: [angela.lindop@johnsonfellows.co.uk](mailto:angela.lindop@johnsonfellows.co.uk)

Angela Lindop is responsible for the overall management of the property.

### **Service Charge Accountant:**

Kiesha Gregory - Client Accounts  
Johnson Fellows, Charter House, 180 Newhall Street, Birmingham, B3 1SJ  
Direct Dial: 0121 234 0405  
Email: [kiesha.gregory@johnsonfellows.co.uk](mailto:kiesha.gregory@johnsonfellows.co.uk)

Kiesha Gregory is the client accountant responsible for this property.



## Budget Commentary

### SCHEDULE 1

*All figures shown net of VAT.*

- **Management Fee** **£ 8130**

The annual fee to manage the property and administer the service charge. This is a fixed fee indexed linked annually to RPI.

- **S/C Audit Fees** **£300**

The estimated cost for the independent audit of the yearly service charge.

- **Facilities Manager** **£3,604**

The cost of the facilities management for the administration of maintenance works, contracts, site visits and compliance. This is a fixed fee indexed linked annually to RPI.

- **Landlord Risk Assessment and Reviews** **£1,500**

The estimated cost of any Landlord Risk Assessments that may be required during the budget year, including General Risk Assessments (GRA) and health and safety reports. The budget cost has been held for the 2025/26 service charge year. The budgeted cost has been held for this service charge year.

- **Electricity** **£7,000**

This represents the estimated cost of electricity usage for the external car park lighting during the service charge year. The budgeted cost has been reduced based on previous billed expenditure.

- **External Cleaning** **£5,000**

Monthly attendance for the maintenance of the landscaped areas & ad hoc works carried out and charged by Immingham Town Council. This budgeted cost has been held for this service charge year,

- **Pest Control** **£1690**

This is the estimated annual cost for the service and replenishment of the bait boxes to prevent rodent activity. A contingency is allowed for any ad hoc pest control required during the service charge year. This cost has been marginally increased based on previous years expenditure.

- **Snow Clearance /Gritting** **£4,500**

This is the estimated annual contingency cost associated with winter gritting when required. The site has a reactive gritting service in place. This is triggered when the temperature falls to zero degrees Celsius or below and is advised by the Met Office. Actual costs may vary depending on the severity of the winter temperatures. This cost has been increased based on the average number of visits that have been required.

- **Drainage** **£ 2,800**

A budgeted amount for the annual cost to flush out of the drainage system and a contingency for reactive call outs required. This cost has been increased to provide more reactive call out capacity.

- **Mechanical & Electrical Maintenance Contract** **£ 3,100**

The budgeted cost for the annual planned and preventative maintenance activities required during the service charge year, such as external lighting checks, Mansafe System and site lightning conductor testing. Additionally included under this cost heading are the maintenance of mechanical and electrical equipment including the pump, generator, LV switch, transformer, electronic gates and re-lamping of car park lights as required.

- **External Repairs and Maintenance** **£ 3,500**

This heading is the budgeted cost for litter pick of the car park area and sweep of the loading bay area. Included in this cost is the annual amount for the external cleaning of the façade when required and a small contingency for the removal of any fly tipping on site. The budgeted cost has been reduced for this service charge year.

- **Car Park Maintenance** **£3,000**

Estimated cost of any works required to the car park. Budgeted costs have been held as a contingency for any works that may arise from the General Risk Assessment Report to carry out any remedial works to the car park area.

- **Boundary Maintenance** **£1,500**

A budgeted contingency sum for any ad-hoc repairs of the boundary fencing, or removal of graffiti. The budgeted cost has been reduced for this service charge year.

- **Service Yard Maintenance** **£1,000**

A contingency budget for any service yard maintenance or works including any remedial works arising from a Health and Safety Report or General Risk Assessment in the service yard area. The budget cost has been held for this service charge year.

- **Building Repair** **£2,500**

Budgeted cost for any reactive repairs to the fabric of the main building including any remedial works arising from a Health and Safety Report or General Risk Assessment of the building fabric.

**Total** **£49,124.00**

*A Lindop*

Management Surveyor

*R. Scott*

Facilities Manager

Appendix A

Immingham Superstore Kennedy Way Washdyke Lane S/C (02140)			
<b>Service Charge Unit Percentages</b>			
Recovery Group = sc			
Reconciliation Period = 24/06/2025-23/06/2026			
*Amounts in gbp			
Unit	Tenant	Days	Schedule 1
0001	<b>Tesco Stores Ltd</b>	365.00	56.3500
0002	<b>T J Morris Ltd</b>	365.00	43.6500
	<b>Total</b>		<b>100.0000</b>

## Appendix B

Immingham Superstore Kennedy Way Washdyke Lane S/C (02140)					
<b>Service Charge Budget Comparison</b>					
Recovery Group = sc					
Reconciliation Period = 24/06/2025-23/06/2026					
*Amounts in gbp					
Code	Description	Budget (2025-26)	Budget (2024/25)	Variance	%
<b>1</b>	<b>Schedule 1</b>				
5100-0101	Management Fee	8,130.00	7,877.00	253.00	3.2119
5100-0203	S/C Audit Fees	320.00	300.00	20.00	6.6667
5100-0309	Facilities Manager	3,604.00	3,492.00	112.00	3.2073
5100-0401	Landlords risk assessments, audits & reviews	1,500.00	1,500.00	0.00	0.0000
5200-0501	Electricity	7,000.00	8,250.00	-1,250.00	-15.1515
5300-1002	External Cleaning	5,000.00	5,000.00	0.00	0.0000
5300-1007	Pest control	1,690.00	1,530.00	160.00	10.4575
5300-1010	Snow clearance / Gritting	4,500.00	2,687.00	1,813.00	67.4730
5300-1016	Drainage	2,800.00	2,000.00	800.00	40.0000
5400-1201	M&E Maintenance contract	3,100.00	4,000.00	-900.00	-22.5000
5400-1502	External Repairs and maintenance	3,500.00	4,000.00	-500.00	-12.5000
5400-1505	Car Park Maintenance	3,000.00	4,000.00	-1,000.00	-25.0000
5400-1525	Boundary Maintenance	1,500.00	2,000.00	-500.00	-25.0000
5400-1527	Service Yard Maintenance	1,000.00	1,000.00	0.00	0.0000
5400-1530	Building Repair	2,500.00	2,500.00	0.00	0.0000
	<b>Schedule Total</b>	<b>49,144.00</b>	<b>50,136.00</b>	<b>-992.00</b>	<b>-1.9786</b>
	<b>Total</b>	<b>49,144.00</b>	<b>50,136.00</b>	<b>-992.00</b>	<b>-1.9786</b>