JOHNSON FELLOWS

28 Royal Parade and
29 New George Street

Plymouth

Devon

Service Charge Budget Report

29th September 2026 to
28th September 2027

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Introduction

This report has been produced by Johnson Fellows on behalf of the Landlord, Tesco Stores Ltd. It is intended to provide details of the planned expenditure for the service charge period 29 September 2026 to 28th September 2027.

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

The service charge is administered having regard to RICS Professional Standards; Service Charges in Commercial Property; 2nd Edition, Professional Statement.

The Property

The property is located between Royal Parade and New George Street within the central retail area of the port city of Plymouth. The A38 Devon Expressway is approximately 2 miles to the north.

The property is a 1960's concrete framed structure with clad elevations and a flat roof. It is arranged over basement to third floors. Formerly part of the adjacent Debenhams department store, the building is now shared between TK Maxx and Tesco.

The building is essentially split vertically, with the TK Maxx unit being accessed from Royal Parade and the Tesco unit from New George Street. There is a service yard to the rear that is also shared with the neighboring buildings.

The communal services include the maintenance of the external roof and structure, the internal fire escape stairwells, pest control, drain maintenance, fire safety and communal area electrical consumption and compliance.

Service Charge Objectives

The objective of Johnson Fellows as Managing Agent is to provide a high-quality management service. In so doing we aim to provide a well-maintained environment, delivering value for money for the service charge expenditure.

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

Should either occupier have comments on the format, or the information contained in this report which would assist in the report being improved for the benefit of all concerned, these comments would be welcomed. We would also welcome constructive feedback on the communal services provided at the property.

VAT

The property is elected for VAT, consequently the expenditure stated within this report is net of VAT.

Voids and Concessions

Where any void units exist, the responsibility for the service charge rests with the Landlord. There are currently no voids.

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. The service charge is not credited with any interest, neither are any bank charges allocated to the service charge.

Interest charged on the late payment of service charge by tenants is to be credited to the service charge.

Reserve Fund

There is no reserve fund.

Service Charge Apportionment

The expenditure is contained under a single schedule that both occupiers contribute towards.

The apportionment for this schedule is calculated having regard to the total gross internal floor area demised to each occupier.

An Apportionment Schedule is attached at Appendix A.

Management Team

Facilities Manager:

Rob Scott
Johnson Fellows,180 Newhall Street, Birmingham, B3 1SJ
Direct Dial: 0121 234 0407
Mobile: 07540 732602
Email: Rob.Scot@johnsonfellows.co.uk

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

Management Surveyor:

Maria Lazenbury
Johnson Fellows,180 Newhall Street, Birmingham, B3 1SJ
Direct Dial: 0121 234 0454
Mobile: 07884 352 576
Email: Maria.Lazenbury@johnsonfellows.co.uk

Maria Lazenbury is responsible for the overall management of the property.

Client Accountant:
Paul Evans
Johnson Fellows,180 Newhall Street, Birmingham, B3 1SJ
Direct Dial: 0121 234 0405
Email: paul.evans@johnsonfellows.co.uk

Paul Evans is the client accountant responsible for this property.

Budget Commentary

All figures are shown net of VAT

- **Cleaning** **£500**

The budget figure covers the cost of the periodic cleaning of the internal communal staircases as required.

- **Pest Control** **£1,250**

The budget figure allows for the regular pest control contract in place and provides a contingency for any ad hoc maintenance of the seagull and pigeon netting and spikes in respect of the roof.

- **Drain Maintenance** **£1,000**

The budget figure allows for cleaning and maintenance as required.

- **Electrical Maintenance** **£2,500**

The budget heading allows for any ad hoc electrical works that may be required.

- **Roof Maintenance** **£5,000**

This cost heading is for the cleaning of the roof surface and moss treatment as required and any ad hoc roof repairs required.

- **Building Repair & Maintenance** **£6,500**

The cost heading provides for any ad hoc repairs and maintenance required to the building structure.

- **Electrical Consumption** **£1,000**

The cost heading allows for the electrical consumption within the communal stairwells.

- **Planned Preventative Maintenance** **£5,000**

This cost heading provides a provisional sum for any works that maybe required this year in connection with the PPM report.

- **Fire Safety** **£1,000**

The budget provides for the testing and provision of extinguishers and any associate fire prevention measures required.

- **Health & Safety** **£1,500**

The cost heading allows for the completion of a health & safety audit, the testing of the Mansafe system and the testing of the lightning conductor.

- **Audit Fee** **£500**

The RICS Service Charge Code of Practice states that service charge accounts for commercial properties are to be independently certified on an annual basis. The cost heading represents the accountant's fee.

- **Management Fee** **£6,581**

This figure represents the costs incurred for the management of the property, administration of the service charge and completing periodic inspections. The RICS Service Charge Code of Practice recommends that this be a fixed fee, subject to annual indexation.

- **Facilities Management** **£2,924**

The figure represents the costs incurred to organise and supervise the various contracts in place, dealing with items of maintenance and ensuring compliance. The fee will be subject to annual indexation.

Total **£35,255**





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Facilities Manager Management Surveyor

Appendix A

28 Royal Parade & 29 New George Street, Plymouth

Service Charge Apportionment Schedule

TK Maxx	Area Sq Ft	Percentage
Basement	7,004	
Ground Floor	8,165	
First Floor	16,309	
Second Floor	8,861	
Third Floor	4,993	
Total	**45,332**	**61.00%**

Tesco		
Basement	9,005	
Ground Floor	10,483	
First Floor	N/A	
Second Floor	7,589	
Third Floor	1,987	
Total	**29,064**	**39.00%**

Grand Total	74,396	100.00%

Appendix B

Service Charge Budget Schedule

29th September 2026 to 28th September 2027

The property is VAT registered. Figures for all schedules are shown net of VAT.

Service Charge Item	Budget 2026	Budget 2027	Vairance (%)	Variance (£)
Cleaning	£ 500.00	£ 500.00	0.0%	£ -
Pest Control	£ 500.00	£ 1,250.00	150.0%	£ 750.00
Drain Maintenance	£ 1,000.00	£ 1,000.00	0.0%	£ -
Electrical Maintenance	£ 4,000.00	£ 2,500.00	-37.5%	-£ 1,500.00
Roof Maintenance	£ 5,000.00	£ 5,000.00	0.0%	£ -
Building Repair & Maintenance	£ 5,000.00	£20,000.00	300.0%	£ 15,000.00
Electrical Consumption	£ 1,000.00	£ 1,000.00	0.0%	£ -
Planned Preventative Maintenance	£ 5,000.00	£ 5,000.00	0.0%	£ -
Fire Safety	£ 1,000.00	£ 1,000.00	0.0%	£ -
Health & Safety	£ 1,500.00	£ 1,500.00	0.0%	£ -
Audit Fee	£ 500.00	£ 500.00	0.0%	£ -
Management Fee	£ 6,301.00	£ 6,581.00	4.4%	£ 280.00
Facilities Management Fee	£ 2,800.00	£ 2,924.00	4.4%	£ 124.00
	£34,101.00	**£48,755.00**	**43.0%**	**£ 14,654.00**