



**OYO Business Units**

**Park Lane**

**Castle Vale**

**Birmingham**

**B35 6AN**

**Service Charge Budget Report**

**1<sup>st</sup> January 2026 to**

**31<sup>st</sup> December 2026**



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## **Introduction**

This report has been produced by Johnson Fellows on behalf of the Management Company, OYO Land Management (Castle Vale) Limited. It is intended to provide details of the planned expenditure for the service charge period 1<sup>st</sup> January 2026 to 31<sup>st</sup> December 2026.

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

## **The Property**

The property is located on Park Lane, Castle Vale, 6 miles northeast of Birmingham City Centre. Junction 5 of the M6 is 1 mile to the south. Junction 1 of the M6 Toll Road and Junction 9 of the M42 are 4 miles to the east. Direct access to the City Centre is via the A38.

OYO Business Units comprises an estate of 31 industrial units on a secure site. The units are arranged in 5 blocks and are of varying sizes.

The communal parts of the site broadly include the entrance gates, estate road, landscaped areas, and all car parking, including that exclusively allocated to the occupiers.

The roofs and associated rainwater goods are demised to the individual units.

## **Voids and Concessions**

Where any void units exist, the responsibility for the service charge rests with landlord/owner of each unit.

## **VAT**

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

## **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.

## **Accounting**

This service charge year end accounting is administered by the Company Secretary to the Management Company.



## **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. It is also to promote clarity and transparency and to allow the tenants to budget accurately for the forthcoming period.

Should any 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.

## **Management Team**

### **Management Surveyor:**

Maria Lazenbury  
Johnson Fellows, 180 Newhall Street, Birmingham, B3 1SJ  
Direct Dial: 0121 234 0462  
Mobile: 07887 745 635  
Email: [maria.lazenbury@johnsonfellows.co.uk](mailto:maria.lazenbury@johnsonfellows.co.uk)

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

### **Facilities Manager:**

Robert Scott  
Johnson Fellows, 180 Newhall Street, Birmingham, B3 1SJ  
Direct Dial: 0121 234 0407  
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.

### **Out of hours Johnson Fellows Helpdesk:**

0121 234 0409  
[helpdesk@johnsonfellows.co.uk](mailto:helpdesk@johnsonfellows.co.uk)



Service Charge Accountant:

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

Kiesha is the client accountant responsible for this property.

**Service Charge Apportionment**

The apportionment is detailed within the Service Charge Apportionment Schedule attached at Appendix A.

The service charge expenditure is contained under a single schedule that all occupiers contribute towards, reflecting the benefit of the services provided.

The apportionment percentages are calculated based on the gross internal floor area of the individual units.



## **Budget Commentary**

### ***SCHEDULE 1 – All Occupiers***

***All figures are shown net of VAT.***

- **External Cleaning** **£300**

The cost heading provides a contingency sum for the removal of any fly tipping at the site.

- **Boundary Maintenance** **£600**

The budget allows for any ad-hoc repairs to the boundary fencing.

- **Drain Maintenance** **£1,500**

The heading provides for the annual cleaning of the communal drainage channels, cleaning out of the drain oil interceptor, and complete flush of system as required.

- **Landscaping** **£3,000**

The cost heading is for the monthly attendance to maintain the landscaped areas of the estate, including weed control, grass cutting, shrub maintenance, winter leaf collecting and litter picking and high-level pruning around the estate as required.

- **Road Maintenance** **£1,500**

The budget provides for any ad hoc repairs required to the estate road.

- **Electricity Supply** **£1,100**

The cost heading is for the electricity supply to the common areas, including the lighting and automatic gate. This has been reduced slightly based on new contracted rates.

- **Security Systems** **£2,000**

This cost is for the annual service of the automatic gates and lighting to the Estate and associated maintenance required. It also incorporates a cost for help desk support for dealing with any access issues out of hours.

- **Gritting** **£1,800**

The budget allows for gritting and snow clearance to the communal areas of the estate. This service is provided via a national contract in place across our managed portfolio. The cost has been increased slightly based on the level of expenditure incurred in 2025.



- **Signage** **£300**

The heading allows for updates to the tenant sign boards as required.

- **Health & Safety** **£550**

The provides for completion of the annual Health & Safety Audit for the communal areas. The budget has been increased to incorporate the increased costs their preparation.

- **Insurance** **£6232**

The cost heading is for the annual insurance premium in respect of the common areas, which is paid for through the service charge. The budget reflects an increase in the premium paid for the previous year.

- **Audit Fee** **£700**

This cost covers the fee raised by the accountant's for certifying the year end service charge accounts which are prepared by the Company Secretary.

- **Professional Fee** **£1000**

The cost heading is for the secretarial and accounting services of the Management Company.

- **Facilities Management** **£700**

The budget cost is for the Facilities Manager to organise and supervise the service charge contracts, maintenance works and ensure legislative compliance.

- **Management Fee** **£7,150**

The figure represents the costs incurred for the management of the property to include preparation of the service charge budget and associated administration along with periodic site inspections. The fee has been maintained at the same level as levied for 2025.

- **Pest control** **£700**

The heading is for the provision and maintenance of baiting stations around the estate following an increase in reported rodent activity.

**Total**

**Schedule 1** **£29,132**

*Robert Scott*

Facilities Manager

Management Surveyor



## Appendix A

### OYO Business Units, Park Lane, Castle Vale, Birmingham

#### Service Charge Apportionment Schedule

Unit	Schedule	Area Sq Ft	Apportionment	Annual Charge 2026
A1	1	2,476	3.66%	£ 1,066.23
A2	1	2,691	3.97%	£ 1,156.54
A3	1	2,691	3.97%	£ 1,156.54
B1	1	1,201	1.78%	£ 518.55
B2	1	1,201	1.78%	£ 518.55
B3	1	1,201	1.78%	£ 518.55
B4	1	1,201	1.78%	£ 518.55
B5	1	1,201	1.78%	£ 518.55
B6	1	1,201	1.78%	£ 518.55
B7	1	1,201	1.78%	£ 518.55
B8	1	1,201	1.78%	£ 518.55
B9	1	1,201	1.78%	£ 518.55
B10	1	1,201	1.78%	£ 518.55
B11	1	1,201	1.78%	£ 518.55
C1	1	1,665	2.46%	£ 716.65
C2	1	1,665	2.46%	£ 716.65
C3	1	1,665	2.46%	£ 716.65
C4	1	1,665	2.46%	£ 716.65
C5	1	1,665	2.46%	£ 716.65
C6	1	1,732	2.56%	£ 745.78
C7	1	1,732	2.56%	£ 745.78
C8	1	1,732	2.56%	£ 745.78
C9	1	1,732	2.56%	£ 745.78
C10	1	1,732	2.56%	£ 745.78
C11	1	1,732	2.56%	£ 745.78
D1	1	1,873	2.77%	£ 806.96
D2	1	1,873	2.77%	£ 806.96
D3	1	1,873	2.77%	£ 806.96
E1	1	7,405	10.95%	£ 3,189.95
E2	1	7,405	10.95%	£ 3,189.95
E3	1	7,405	10.95%	£ 3,189.95
<b>Total</b>		<b>67,620</b>	<b>100.00%</b>	<b>£ 29,132.00</b>



## Appendix B

### OYO Business Units, Park Lane, Castle Vale, Birmingham

### Service Charge Variance Schedule

1st January 2026 to 31st December 2026

The property is VAT registered. Figures for Schedule 1 shown net of VAT.

Service Charge Item	Schedule	Budget 2025	Budget 2025	Budget v Budget Variance £
External Cleaning	1	£ 300	£ 300	£ -
Boundary Maintenance	1	£ 600	£ 600	£ -
Drain Maintenance	1	£ 1,500	£ 1,500	£ -
Landscaping	1	£ 3,000	£ 3,000	£ -
Road Maintenance	1	£ 1,500	£ 1,500	£ -
Gritting	1	£ 1,500	£ 1,800	£ 300.00
Electricity Supply	1	£ 1,200	£ 1,100	-£ 100.00
Security Systems	1	£ 2,000	£ 2,000	£ -
Health & Safety	1	£ 385	£ 550	£ 165.00
Signage	1	£ 300	£ 300	£ -
Insurance	1	£ 5,950	£ 6,232	£ 282.00
Audit Fee	1	£ 300	£ 700	£ 400.00
Management Fee	1	£ 7,150	£ 7,150	£ -
Professional Fee	1	£ 900	£ 1,000	£ 100.00
Facilities Management	1	£ 700	£ 700	£ -
Pest Control	1	£ 800	£ 700	-£ 100.00
<b>Total</b>		<b>£ 28,085.00</b>	<b>£ 29,132.00</b>	<b>£ 1,047.00</b>