



JOHNSON FELLOWS
CHARTERED SURVEYORS

All Saints Square & King Street

Bedworth,

CV12 8LP

Service Charge Budget Report

1st January 2025 to

31st December 2025



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Introduction

The service charge report is intended to provide details of the expenditure for the service charge year.

The service charge is to fund the maintenance of the communal structures, services and areas.

The Property

The property is a shopping parade of 10 retail units with a communal service yard and car parking at the rear. The retail units front All Saints Square and King Street whilst the car park is accessed from Croxhall Street.

The buildings are of traditional construction and comprises ground floor retail space with first floor ancillary accommodation.

The car park entrance has a barrier operated by ANPR. New ANPR management of the car park is being introduced which will reduce service charge expenditure and which will make use of penalty charges for unauthorised parking.

The common parts include the main structure and external parts of the building (but not the shop frontages), the car park, service yard and access road, forecourts, soft landscaped areas, and the boundary walls/fences.

There are several communal systems which include fire alarms, lighting, drains, car park entry system (which will be mothballed) and an electric supply.

All occupiers are responsible for contributing to the service charge expenditure for the property. Contributions are also received from Warwickshire County Council who have a lease for car parking and Wetherspoons who have access to the car park.

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. The service charge has VAT charged at the standard 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.

Reserve Fund



A reserve fund has been established for future infrequent expenditure for the roofs and car park/service yard.

Schedule 1 (Roof)

Balance December 2023	£4,000
Contribution 2024	£0
Contribution 2025	<u>£7,500</u>
Total	£11,500

Schedule 3 (Roof)

Balance December 2023	£2,500
Contribution 2024	£10,000
Planned Expenditure 2024	-(£7,950)
Contribution 2025	<u>£2,500</u>
Total	£7,050

Schedule 4 (Resurface car park)

Balance December 2023	£6,500
Contribution 2024	£2,500
Contribution 2025	<u>£2,500</u>
Total	£11,500

Surplus budgets in each of these schedules at the end of each service charge year will be allocated to the reserve fund.

Service Charge Objectives

The object of this report is to provide clear explanation 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 leaseholders to budget accurately for the forthcoming year.

We encourage leaseholders to provide comments on the format and/or the information contained in this report which would assist in the report being improved for the benefit of all concerned. We would also welcome constructive feedback on the communal services provided at the property.

As Managing Agents, Johnson Fellows aim to provide a high-quality management service in order to provide a well-maintained environment and delivering value for money for the service charge expenditure.

The service charge is administered having regard to the RICS professional statement: Service Charges in Commercial Property, 1st edition 2018.

Management Team

Facilities Manager:

Robert Scott
Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW
Direct Dial: 0121 234 0407
Mobile: 07540 732 602
Email: robert.scott@johnsonfellows.co.uk



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

Management Surveyor:

Neil Wetherell

Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW

Direct Dial: 0121 234 0406

Mobile: 07836 313 914

Email: neil.wetherell@johnsonfellows.co.uk

Neil Wetherell is responsible for the overall management of the property.

Service Charge Apportionment

The service charge operates for the whole property as defined in the lease documents. The apportionment percentages for each lessee are noted within the Service Charge Apportionment, as detailed in Appendix A.

Following a review of the service charge the apportionment matrix has been updated with effect from 1st January 2023. The intention is to provide more clarity of the expenditure being incurred and fair apportionment of that expenditure between leaseholders.

Not all occupiers contribute to all expenditure. For this reason, schedules are used, and these have been reviewed and updated for the apportionment of the service charge. These are:

Schedule 1 – All Saints Square Building - The tenants of 1-15 All Saints Square and 2-4 King Street contribute to this schedule which comprises of the repair and maintenance of the building.

Schedule 2 – All Saints Square Internal - The tenants of 1- 3 All Saints Square and 2A-2B King Street contribute to this schedule which comprises of the repair and maintenance of the internal corridor which provides access to the rear of these units from the service yard.

Schedule 3 – King Street Building - The tenants of 6-12 King Street contribute to this schedule which comprises of the repair and maintenance of the building.

Schedule 4 – Service Area - All tenants contribute to this schedule which comprises of the repair and maintenance of the service area and car park. There is a contribution to this schedule by Warwickshire County Council which has a lease for an area of the car park and are liable to contribute to some expenditure.

Schedule 5 – Residential - The costs associated with the communal parts and services of the residential flats at 12 King Street.

Budget Commentary

All figures are shown net of VAT

SCHEDULE 1 – All Saints Square Building

- **Decoration External** **£1,000**

The external decorations of the rear elevations.





- **Building Repair** **£1,000**

A budget for minor and reactive repairs during the year.

- **Reserve Fund** **£7,500**

A contribution to the reserve fund for the recovering of the canopy roof.

Total Schedule 1 **£9,500**

SCHEDULE 2 – All Saints Square Internal

- **Fire Prevention/detection** **£1,300**

The contract cost for the maintenance and testing of the fire alarm and emergency lights serving the internal areas.

- **Internal Repairs and maintenance** **£500**

A budget for minor and reactive repairs during the year.

Total Schedule 2 **£1,800**

SCHEDULE 3 – King Street Building

- **Decoration External** **£750**

The external decorations of the rear elevations.

- **Building Repair** **£1,000**

A budget for minor and reactive repairs during the year.

- **Reserve Fund** **£2,500**

A contribution to the reserve fund for future roof repairs of the building.

Total Schedule 3 **£4,250**

SCHEDULE 4 – Service Area

- **Management Fees** **£5,132**

This figure represents a fixed fee to manage the property and administer the service charge which is indexed linked annually to RPI.

- **S/C Audit Fees** **£750**



The service charge code provides for the service charge accounts to be certified on an annual basis. This cost covers the fee of the accountants for certifying the year end service charge accounts.

- **Facilities Manager** **£2,566**

The figure represents a contribution to the facilities managers costs, to administer the maintenance contracts and organise the repair and maintenance of the common parts. It is a fixed fee indexed linked annually to RPI.

- **Business Rates** **£4,192**

This budget is for the non-domestic rates payable for the service area, based upon the rateable value from April 2023.

- **Landlords risk assessments audits & reviews** **£750**

The budget for undertaking the annual health and safety audit of the common parts.

- **Electricity** **£500**

The electric supply for the communal areas of the property, including the external lights and car parking control system.

- **External Cleaning** **£2,350**

The contract cost for the cleaning of the common areas, including the car park, service area and pedestrian walkway. The cleaning is undertaken for two hours each Monday and Thursday.

- **External Landscaping** **£504**

The contract cost for the maintenance of the soft landscapes areas and to treat weeds in the service area and car park.

- **Snow clearance / Gritting** **£1,500**

The budget for the gritting of the car park, service yard and pedestrian walkways.

- **Refuse collection** **£0**

The tenants are responsible for their own waste.

- **Drainage** **£900**

Annual flush of the surface water drains serving the car park and service yard.

- **Car Park Management System** **£700**

The contract costs for the upkeep and maintenance of the car park entrance system prior to the introduction of new ANPR controls.

- **External Repairs and Maintenance** **£2,500**



A budget for maintenance and repair of the car park and service area.

- **Electrical Repair** **£500**

A budget for maintenance and repair of the communal electrical fittings and equipment.

- **Interest** **£0**

Any interest collected for the late payment of service charge will be credited to the service charge.

- **Other Income** **-£12,438**

This is the contribution from Warwickshire County Council and Wetherspoons to the service charge costs for the car park and service area.

- **Building Insurance** **£475**

The premium for the insurance of the car park and service area.

- **Reserve Fund** **£2,500**

A reserve fund for future irregular but reoccurring expenditure for the maintenance of the car park and service area. The anticipated costs include the resurfacing and relining of the car park.

Total Schedule 4 **£13,381**

SCHEDULE 5 – Residential

- **Electricity** **£500**

The cost of electricity consumed in the common parts of the flats.

- **Fire Prevention/detection** **£1,650**

The contract cost for the maintenance and testing of the fire alarm and emergency lights serving the internal areas.

- **Internal Repairs and maintenance** **£500**

A budget for minor and reactive repairs during the year.

Total Schedule 2 **£2,650**

GRAND TOTAL **£31,581**

An increase of £1,198 (3.94%) in the total budget for the property.

Please note this budget is net of VAT at 20%.



N. Sheehy

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Partner

R. Scott

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Facilities Manager



Appendix A

All Saints Square/King Street Bedworth (p0000028)

Service Charge Unit Percentages

Recovery Group = sc

Reconciliation Period = 01/01/2025-31/12/2025

*Amounts in gbp

Unit	Tenant	All Saints Square Building	All Saints Square Internal	King Street Building	Service Area	Residential
1-3	Coventry Resource Centre for the Blind (Original)	13.8600	50.4600	0.0000	10.6600	0.0000
5	DP Realty Limited (Original)	10.3000	0.0000	0.0000	7.9200	0.0000
7-9	Sportswift Limited (Renewal)	15.1000	0.0000	0.0000	11.6200	0.0000
11-15	Vacant	39.1600	0.0000	0.0000	30.1300	0.0000
2B	Hadi Ahmad Ali	4.5500	16.5600	0.0000	3.5000	0.0000
2A-2	Vacant	9.0600	32.9800	0.0000	6.9700	0.0000
4	Dan Li (Original)	7.9700	0.0000	0.0000	6.1300	0.0000
6	Hushang Salah Khodr (Original)	0.0000	0.0000	19.2000	4.4300	0.0000
8-10	Coventry Building Society (Original)	0.0000	0.0000	35.4600	8.1800	0.0000
12-14	Venator Tabletop Gaming Ltd (Original)	0.0000	0.0000	24.6600	5.6900	0.0000
12A-12B	Viners Capital Properties Limited	0.0000	0.0000	20.6800	4.7700	100.0000
CAR1-50	Warwickshire County Council (Original)	0.0000	0.0000	0.0000	0.0000	0.0000
50	JD Wetherspoon PLC (Original)	0.0000	0.0000	0.0000	0.0000	0.0000
Total		100.0000	100.0000	100.0000	100.0000	100.0000



Appendix B

All Saints Square/King Street Bedworth (p0000028)

Service Charge Budget Comparison

Recovery Group = sc

Reconciliation Period = 01/01/2025-31/12/2025

*Amounts in gbp

Code	Description	Actual (12/2023)	Budget (12/2024)	Budget (12/2025)	Variance	%
1	All Saints Square Building					
5400-1516	Decoration External	0.00	0.00	1,000.00	1,000.00	#DIV/0!
5400-1530	Building Repair	0.00	1,000.00	1,000.00	0.00	0.00%
5700-2202	Reserve Fund	4000	0	7,500.00	7,500.00	N/A
	Schedule Total	4,000.00	1,000.00	9,500.00	8,500.00	850.00%
2	All Saints Square Internal					
5400-1211	Fire prevention/detection	1,340.31	1,258.00	1,300.00	42.00	3.34%
5400-1501	Internal Repairs and maintenance	258.00	250.00	500.00	250.00	100.00%
	Schedule Total	1,598.31	1,508.00	1,800.00	292.00	19.36%
3	King Street Building					
5400-1516	Decoration External	0.00	0.00	750.00	750.00	#DIV/0!
5400-1530	Building Repair	519.00	1,000.00	1,000.00	0.00	0.00%
5700-2202	Reserve Fund	2,500.00	10,000.00	2,500.00	-7,500.00	N/A
	Schedule Total	3,019.00	11,000.00	4,250.00	-6,750.00	-61.36%
4	Service Area					
5100-0101	Management Fee	5,082.80	4,988.41	5,132.45	144.04	2.89%
5100-0203	S/C Audit Fees	500.00	750.00	750.00	0.00	0.00%
5100-0309	Facilities Manager	2,253.00	2,494.20	2,566.22	72.02	2.89%
5100-0311	Business Rates	4,455.60	4,191.60	4,191.60	0.00	0.00%
5100-0401	Landlords risk assessments, audits	0.00	750.00	750.00	0.00	0.00%
5200-0501	Electricity	843.42	1,000.00	500.00	-500.00	-50.00%
5200-0801	Water and sewage charges	0.00	0.00	0.00	0.00	0.00%
5300-1002	External Cleaning	1,457.93	2,350.00	2,350.00	0.00	0.00%
5300-1009	External Landscaping	504.00	504.00	504.00	0.00	0.00%
5300-1010	Snow clearance / Gritting	1,404.90	1,500.00	1,500.00	0.00	0.00%
5300-1014	Refuse collection	140.00	0.00	0.00	0.00	#DIV/0!
5300-1016	Drainage	720.00	900.00	900.00	0.00	0.00%
5400-1216	Car Park Management System	3,277.43	3,890.00	700.00	-3,190.00	-82.01%
5400-1502	External Repairs and maintenance	0.00	2,500.00	2,500.00	0.00	0.00%
5400-1535	Electrical Repair	2,719.00	500.00	500.00	0.00	0.00%
5500-1601	Interest	-22.05	0.00	0.00	0.00	N/A
5500-1703	Other income	-12,628.97	-14,576.65	-12,438.27	2,138.38	-14.67%
5600-1901	Building Insurance	422.17	475.00	475.00	0.00	0.00%
5700-2202	Reserve fund	6,500.00	2,500.00	2,500.00	0.00	0.00%
	Schedule Total	17,629.23	14,716.56	13,380.99	-1,335.56	-9.08%
5	Residential					
5200-0501	Electricity	0.00	500.00	500.00	0.00	N/A
5400-1211	Fire prevention/detection	0.00	1,508.00	1,650.00	142.00	N/A
5400-1501	Internal Repairs and maintenance	0.00	150.00	500.00	350.00	N/A
	Schedule Total	0.00	2,158.00	2,650.00	492.00	N/A
	Total	26,246.54	30,382.56	31,580.99	1,198.44	3.94%