



JOHNSON FELLOWS
CHARTERED SURVEYORS

Hamilton District Centre

Maidenwell Avenue

Leicester

LE5 1BJ

Service Charge Budget

Report 1st January 2025 to

31st December 2025



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Introduction

This service charge budget report is intended to provide details of the planned expenditure for the service charge year commencing 1st January 2025.

The service charge is established as provided for in the leases for the upkeep of the common parts of the property.

The Property

The property is located on the northern eastern section of the Leicester outer Ring Road, the A563 Hamilton Way, about 4 miles from Leicester City Centre. The premises consists of a parade of 7 shops arranged in a 'L' shaped layout with one section fronting south and a grassed area and Library, the section facing east and Topaz Way. To the rear is a communal service yard accessed from the road servicing the rear of the Tesco Extra located adjacent to the property.

The communal areas maintained directly by the service charge are the external and structural parts of the building, the rear service area and the immediately adjoining pedestrian and landscaped areas. Contributions are also to be made to other common areas of the Centre including the service roads and car park.

Service Charge Objectives

The object of this budget report is to provide an 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.

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

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

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, nor are any bank charges allocated to the service charge.

Reserve Fund

There is no reserve fund at this 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 in Appendix A. The apportionment is based upon the lettable net internal areas.

A single service charge schedule operates for the building.

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.

Assistant Property Manager:

Narinder Sira
Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW
Direct Dial: 0121 234 0463
Mobile: 07745 539 094
Email: 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, 163 Newhall Street, Birmingham, B3 1SW
Mobile: 07954 124545
Email: angela.lindop@johnsonfellows.co.uk

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



Budget Commentary

SCHEDULE 1

All figures shown net of VAT.

- **Management Fee** **£4,531**

The fee to manage the property and administer the service charge. This is a fixed fee indexed linked annually to the Retail Price Index (RPI).

- **S/C Audit Fees** **£272**

The accountancy fee for certifying the annual service charge.

- **Facilities Manager** **£1,468**

A share of the facilities management costs for the administration of maintenance works, contracts, inspections and compliance. This is a fixed fee index linked annually to the Retail Price Index (RPI).

- **Landlords risk assessments, audits & reviews** **£ 780**

The estimated cost of the site annual Health and Safety Audit and any other periodic assessments or reviews that may be required during the service charge year.

- **Electricity** **£500**

The estimated cost of electricity to the communal external lighting.

- **Pest Control** **£850**

The estimated annual cost for 2025 for the site pest control services.

- **Snow clearance / Gritting** **£1,200**

The estimated cost of a reactive gritting service of the external paved walkway and service yard. This is an estimated cost that may vary with the winter weather conditions during the budget year.

- **Drainage** **£1,800**

The estimated cost of annual flush out of drainage channels and Aco drains around the centre. A contingency is applied for reactive blockages or drain clearance as required.



- **Electrical Maintenance** **£1,000**

A budgeted cost for the annual testing of the lightening conductor that is on site, to ensure that it is compliant and fit for purpose. Costs under this heading would also include any ad-hoc electrical repairs that are required or replacement lamps.

- **External Repairs** **£4,000**

This is the estimated cost of general repairs to the external areas. Repair work arising from any Health and Safety Audits will also be recorded under this cost heading. Repairs to the handrails not carried out in 2024 will be carried out in 2025 under this cost heading.

- **External maintenance** **£3,200**

This is the estimated cost for external maintenance of the site including periodic litter pick of the site, cleaning of the facade and block paving when required. A contingency for any potential fly tipping or graffiti and the maintenance and high-level pruning of the landscaped areas in the raised beds is provided for. Weed control to the paving slabs and any vegetation when required.

- **Building Repair** **£4,300**

A contingency for any required repairs to the building over the period, a cost for cleaning and repairing both the canopy and downpipes when required has been included.

Total

Schedule 1 **£23,901.00**

This budget is net of VAT.

A Lindop

Management Surveyor

R. Scott

Facilities Manager



Appendix A

Leicester:S/C Hamilton District Centre Maidenwell Aven (01995)

Service Charge Unit Percentages

Recovery Group = sc

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

*Amounts in gbp

Unit	Tenant	Days	Schedule 1
0001	Darul Fath Hamilton Trust	356.00	13.0000
0002	Marcus Chung & Nathan Chung	365.00	14.4000
0003	Pap Fa Ltd	365.00	13.9000
0004	Leicestershire & Rutland Organisation For The Relief of Suffering Ltd (Original)	365.00	29.5000
0005	Barnardos	365.00	29.2000
	Total		100.0000



Appendix B

Leicester:S/C Hamilton District Centre Maidenwell Aven (01995)

Service Charge Budget Comparison

Recovery Group = sc

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

*Amounts in gbp

Code	Description	Budget (12/2025)	Budget (12/2024)	Variance	%
1	Schedule 1				
5100-0101	Management Fee	4,531.00	4,412.00	119.00	2.6972
5100-0203	S/C Audit Fees	272.00	300.00	-28.00	-9.3333
5100-0309	Facilities Manager	1,468.00	1,429.00	39.00	2.7292
5100-0401	Landlords risk assessments, audits & reviews	780.00	750.00	30.00	4.0000
5200-0501	Electricity	500.00	500.00	0.00	0.0000
5300-1007	Pest control	850.00	850.00	0.00	0.0000
5300-1010	Snow clearance / Gritting	1,200.00	1,200.00	0.00	0.0000
5300-1016	Drainage	1,800.00	1,800.00	0.00	0.0000
5400-1207	Electrical Maintenance	1,000.00	1,000.00	0.00	0.0000
5400-1502	External Repairs and maintenance	4,000.00	4,400.00	-400.00	-9.0909
5400-1506	External Maintenance	3,200.00	4,000.00	-800.00	-20.0000
5400-1530	Building Repair	4,300.00	4,300.00	0.00	0.0000
	Schedule Total	23,901.00	24,941.00	-1,040.00	-4.1698
	Total	23,901.00	24,941.00	-1,040.00	-4.1698