JOHNSON FELLOWS

Astor House and Holden Way

Lichfield Road

Mere Green

Birmingham

B74 2UG

Service Charge Budget Report

1st April 2026 to 31st March 2027

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Introduction

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

A service charge is necessary due to there being communal structures, areas and services.

The Property

The property comprises of a number of attached buildings with units used for retail, leisure, office and residential purposes. To the side and rear of the buildings is an access road and two service areas.

The common parts include the main structure and the external elements of the buildings (but not the shop frontages), the vehicle access way, service yards and the boundary walls/fences. The internal communal areas for the offices just serve a limited number of the office suites and include the entrance and stairs.

Not all leaseholders are responsible for contributing to all service charge expenditure for the property. For this reason, service charge schedules are used, details of which are set out below.

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.

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, 2nd 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.

The service charge payable by the commercial lessees has VAT charged at the standard rate. The service charge payable by the leaseholders of the residential maisonettes is charged inclusive of VAT, as the landlord is unable to recover the VAT on this part of the service charge expenditure.

As a result of the different VAT status of occupiers, service charge schedules are used.

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

Reserve Fund

The following works are planned:

Astor House Internal (Schedule 1)

- Central heating — Planned for 2027/2028 — £7,500

Astor House (Schedule 2)

- Roof repairs — Planned for 2026/2027 — £11,500

No. 290 Comm (Schedule 3) / No. 290 Resi (Schedule 4)

- Roof repairs — Planned for 2027/2028 — £5,000

Holden Phase 1 (Schedule 5)

- Roof repairs — Planned for 2030/2031 — £10,000

Holden Phase 2 (Schedule 6)

- Roof repairs — Planned for 2030/2031 — £10,000

Whole (Schedule 7)

- Access road repairs — Planned for 2027/2028 — £10,000
- Surface water drainage repairs — Planned for 2027/2028 — £10,000
- Service yard repairs — Planned for 2027/2028 — £10,000

Money is being accrued in reserve funds for planned works.

The anticipated balance of the reserve fund at the end of the service charge year ending 31st March 2026 will be:

- Astor House Internal (Schedule 1) £9,000
- Astor House (Schedule 2) £7990
- No. 290 Comm (Schedule 3) £4306
- No. 290 Resi (Schedule 4) £2,032
- Holden Phase 1 (Schedule 5) £500
- Holden Phase 2 (Schedule 6) £500
- Whole (Schedule 7) £25,500

The contributions that will be made in the service charge year ending 31st March 2027 are:

- Astor House Internal (Schedule 1) £1,000
- Astor House (Schedule 2) £0
- No. 290 Comm (Schedule 3) £2,153
- No. 290 Resi (Schedule 4) £1,016
- Holden Phase 1 (Schedule 5) £500
- Holden Phase 2 (Schedule 6) £500
- Whole (Schedule 7) £0

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. They are based upon the GIA calculated in accordance with the RICS Code of Measuring Practice, 6th Edition following the property being measured by Johnson Fellows.

A number of service charge schedules are used for the apportionment of the service charge expenditure. The Schedules are detailed below.

Schedule 1 – Astor House Internal Offices

There are a number of office suites (A, B, C, D and 2) which are accessed via a communal entrance and stairs. They also benefit from communal services including heating.

The budget shown in Schedule 1 is stated exclusive of VAT.

Schedule 2 – Astor House

All leaseholders within Astor House contribute to this schedule. The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building and fire alarm, but not the shop fronts.

Schedule 3 – 290 Lichfield Road (Commercial)

The ground floor retail unit of 290 Lichfield Road has been split into three units with two maisonettes situated above.

Two separate schedules have been adopted for 290 Lichfield Road due to the VAT status of the residential maisonettes, with Schedule 3 allocated 72% for the commercial units and Schedule 4 allocated 28% for the maisonettes. This split reflects the total floor area of the commercial units and the residential maisonettes.

The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building.

The expenditure in Schedule 3 is shown exclusive of VAT.

Schedule 4 – 290 Lichfield Road (Residential)

This schedule is for a share (28%) of expenditure also detailed in Schedule 3, which is attributable to the maisonettes.

The budget is shown **inclusive** of VAT.

Schedule 5 – Holden Way Phase 1

This schedule comprises of ground floor units with the part of the gym immediately above at first floor. The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building and is shown exclusive of VAT.

Schedule 6 – Holden Way Phase 2

This schedule comprises of one ground floor unit with part of the gym at first floor above. The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building and is shown exclusive of VAT.

Schedule 7 – All Tenants

The expenditure included in this schedule relates to the external communal areas, towards which all commercial leaseholders contribute.

The two maisonettes are excluded from this schedule as the residential tenants do not use the service yards or access road.

Management Team

Facilities Manager:

Dam Blakeman
Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW
Direct Dial: 0121 234 0409
Mobile: 07786 072 755
Email: daniel.blakeman@johnsonfellows.co.uk

Daniel Blakeman is responsible for the repair and maintenance of the property and statutory compliance.

Management Surveyor:

Maria Lazenbury
Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW
Direct Dial: 0121 234 0454
Mobile: 07884 352576
Email: maria.lazenbury@johnsonfellows.co.uk

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

Assistant Management Surveyor:

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 is responsible for the collection of the service charge and assisting with the management of the property.

Budget Commentary

SCHEDULE 1 – Astor House Offices

All figures are shown net of VAT.

- **Management Fee** **£2,874**

A share of the fee to manage and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **Facilities Manager** **£1,961**

A share of the facilities management costs for the administration of maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Health & Safety** **£129**

The cost of the annual Health & Safety Audit of the communal office arears and services.

- **Electricity** **£1,000**

The communal electricity supply serving the internal areas and services.

- **Gas** **£3,000**

The communal gas supply for the heating of the offices.

- **Internal Cleaning** **£3,500**

The contract cost for the cleaning of internal communal areas which serve the offices.

- **Window Cleaning** **£720**

The contract cost for the external window cleaning of Suites A, B, C, D & 2.

- **M & E Maintenance Contract** **£3,300**

There is a single contract for the maintenance of assorted services provided to the offices which cover:

- Fire Alarm
- Emergency lighting
- Fire extinguishers
- Entrance roller shutter
- Central heating boiler
- Gas safety inspection of the central heating boiler

As the fire alarm also serves the whole of Astor House, 25% of the overall contract cost is allocated to Schedule 2. Tap Testing has been removed from the new contract and is now the responsibility of the office tenants to organise their own testing.

- **M & E Repairs** **£4,000**

The cost for any re-active repairs to the services covered by the M&E contract. Any repairs to the fire alarm are split with 50% being allocated to schedule 2.

- **Internal Repairs and Maintenance** **£2,000**

A contingency for any repairs required to the internal communal areas which serve the offices.

- **Reserve Fund** **£1,000**

A reserve fund for the replacement of the central heating when it comes to the end of its economic life.

<u>Total</u>

Schedule 1 **£23,484**

This budget is net of VAT.

SCHEDULE 2 – Astor House

All figures are shown net of VAT.

- **Management Fee** **£2,334**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **Facilities Manager** **£1,592**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Telephones** **£0**

The expenditure has been removed from the budget as the line which monitors the fire alarm has been replaced with a digital connection.

- **Security Systems** **£540**

This is a new heading and relates to the key holding service in place with an appointed security company. This cost was previously included under the Telephones heading.

- **M & E Maintenance Contract** **£1,100**

This relates to the maintenance contract for the fire alarm which serves the whole of Astor House. As this contract also includes services exclusive to the offices in Astor House, 25% of the contract cost is allocated to this schedule. Schedule 1.

- **M&E Repairs** **£1,000**

A contingency for any repair required to the fire alarm during the year. The proportion of the costs incurred allocated to this schedule is 50%.

- **Building Repair** **£17,500**

The planned works this year include the replacement of one of the flat roof areas. The estimate cost of which is £11.5K. It is proposed that £5,000 from reserve fund will be used against the expenditure incurred.

A further contingency of £6,000 has been included to undertake cleaning of the building fascia and gutters any necessary ad hoc repairs and maintenance that may be required.

- **Reserve Fund** **£-5,000**

The sum of £5,000 from the accrued reserve fund will be used against the roof repairs. No further contribution to the reserve fund is planned this year.

<u>Total</u>

Schedule 2 **£19,066**

This budget is net of VAT.

SCHEDULE 3 – 290 Lichfield Road (Commercial)

All figures are shown net of VAT.

- **Management Fee** **£1,077**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **Facilities Manager** **£735**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Decoration External** **£0**

There are no planned re-decoration works for this year.

- **Building Repair** **£4,835**

The planned works this year include the renewing of the walkway waterproof covering with an appropriate resin overcoating system to permanently repair current leaks.

In addition, included is a contingency for cleaning the building fascia and clean of the gutters as required and any other reactive repairs required to the building.

- **Reserve Fund** **£2,153**

A contribution to the reserve fund for future roof repairs to the maisonettes.

<u>Total</u>

Schedule 3 **£8,800**

This budget is net of VAT.

SCHEDULE 4 – 290 Lichfield Road (Residential)

All figures are shown inclusive of VAT.

- **Management Fee** **£548**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **Facilities Manager** **£374**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Decoration External** **£0**

There are no planned re-decoration works for this year.

- **Building Repair** **£2,541**

The planned works this year include the renewing of the walkway waterproof covering with an appropriate resin overcoating system to permanently repair current leaks.

In addition, included is a contingency for cleaning the building fascia and clean of the gutters as required and any other reactive repairs required to the building.

- **Reserve Fund** **£1,016**

A contribution to the reserve fund for future roof repairs to the maisonettes.

<u>Total</u>

Schedule 4 **£4,479**

This budget is inclusive of VAT.

SCHEDULE 5 – Holden Way Phase 1

All figures are shown net of VAT.

- **Management Fee** **£385**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **Facilities Management** **£263**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Building Repair** **£2,500**

The planned works this year include cleaning of the glass canopy and gutter clean.

Also included is a provision for any reactive repairs required to the building.

- **Reserve Fund** **£500**

A contribution to the reserve fund for future roof repairs.

<u>Total</u>

Schedule 5 **£3,648**

This budget is net of VAT.

SCHEDULE 6 – Holden Way Phase 2

All figures are shown net of VAT.

- **Management Fee** **£385**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **Facilities Management** **£262**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Building Repair** **£2,500**

The planned works this year include cleaning of the glass canopy and gutter clean.

Also included is a provision for any reactive repairs required to the building.

- **Reserve Fund** **£500**

A contribution to the reserve fund for future roof repairs.

Total

Schedule 6 **£3,648**

This budget is net of VAT.

SCHEDULE 7 – All Tenants

All figures are shown net of VAT.

- **Management Fee** **£3,236**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule budget.

- **S/C Audit Fees** **£750**

The fees for the external accountants to certify the annual service charge accounts.

- **Helpdesk** **£625**

The cost of the 24-hour Helpdesk service for tenants.

- **Facilities Manager** **£2,208**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule budget.

- **Health & Safety** **£921**

The cost of the annual health & safety audit of the external communal areas.

- **Electricity** **£1,900**

The communal electricity supply serving the external areas.

- **External Cleaning/landscaping** **£4,800**

The contract cost for the cleaning of the external communal areas to also incorporate the cost for the maintenance of the communal landscaping, including the treating of weeds.

- **Pest Control** **£500**

The contract costs for the maintenance of the bait boxes provided around the external communal areas.

- **External Landscaping** **£0**

The costs for this heading have now been amalgamated with the external cleaning contract for the site.

- **Snow Clearance / Gritting** **£5,000**

A provision for the clearing of snow and gritting of communal areas during winter.

- **Drainage** **£3,500**

The contract cost for the annual flush of the surface water drains serving the external communal areas. Also included is a provision for remedial works identified as maintenance part of the ongoing planned maintenance regime.

This year there are planned works to identify and label all drains.

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

A budget for re-active repairs to the external communal areas.

- **Electrical Repair** **£500**

This heading provides for a contingency for reactive repairs to the electrical fittings serving the external communal areas.

- **Other Income** **-£4,627**

Contributions to the maintenance costs of the access road and service yard by the third parties who have rights of way and are liable to contribute to maintenance costs, but who are not otherwise part of the service charge regime at the property.

- **Reserve Fund** **£0**

There is no planned contribution to the reserve fund this year.

<u>Total</u>

Schedule 7 **£21,814**

This budget is net of VAT.

GRAND TOTAL **£84,939**

Appendix A

Astor House Lichfield Road Mere Green (02159)
Service Charge Unit Percentages
Recovery Group = sc
Reconciliation Period = 01/04/2026-31/03/2027

*Amounts in gbp

Unit	Unit Name	Tenant	Days	Astor House Internal	Astor House	No. 290 Comm	No. 290 Resi	Holden Phase 1	Holden Phase 2	All Units
0036	Office 1	**Stacey Johnson**	366.00	0.0000	4.5777	0.0000	0.0000	0.0000	0.0000	1.6627
0026	Suite A	**Medizen Ltd**	366.00	16.2354	6.2390	0.0000	0.0000	0.0000	0.0000	2.2662
0001	Suite B	**Medizen Ltd**	366.00	28.3212	10.8834	0.0000	0.0000	0.0000	0.0000	3.9531
0027	Suite C	**Medizen Clinics Ltd**	366.00	11.6283	4.4686	0.0000	0.0000	0.0000	0.0000	1.6231
0002	Suite D & Office 2	**Four Oaks Taxation & Accounting Services Ltd**	366.00	43.8151	16.8374	0.0000	0.0000	0.0000	0.0000	6.1158
0003	Office 6	**Evolving Families Limited**	366.00	0.0000	5.2205	0.0000	0.0000	0.0000	0.0000	1.8962
0004	Office 7	**Sharon Graham**	366.00	0.0000	5.2205	0.0000	0.0000	0.0000	0.0000	1.8962
0005	Office 8	**Solid Global Limited**	366.00	0.0000	5.2205	0.0000	0.0000	0.0000	0.0000	1.8962
0006	276a	**Vahid Hemati**	366.00	0.0000	3.0983	0.0000	0.0000	0.0000	0.0000	1.1254
0035	278	**Oriental Kravings Ltd**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4690
0007	278a	**Harvinder Sohal**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4689
0008	280	**Cancer Research UK**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4689
0009	280a	**Birmingham Hospice**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4689
0010	282a	**Medizen Limited**	366.00	0.0000	4.4079	0.0000	0.0000	0.0000	0.0000	1.6011
0011	284	**Acorns Childrens Hospice Trust**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4689
0012	284a	**St Giles Hospice Shops Ltd**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4689
0013	286	**PSM SUBS Limited**	366.00	0.0000	4.0441	0.0000	0.0000	0.0000	0.0000	1.4689
0014	286a	**Harpers Cleaning Ltd**	366.00	0.0000	5.5175	0.0000	0.0000	0.0000	0.0000	2.0041
0016	290	**Cook Trading Ltd**	366.00	0.0000	0.0000	27.6392	0.0000	0.0000	0.0000	3.6845
0017	290a	**Indigo Sun Retail Ltd**	366.00	0.0000	0.0000	38.3446	0.0000	0.0000	0.0000	5.1115
0023	Flat A 290	**Landlord**	366.00	0.0000	0.0000	0.0000	50.0000	0.0000	0.0000	0.0000
0034	Flat B 290	**Landlord**	366.00	0.0000	0.0000	0.0000	50.0000	0.0000	0.0000	0.0000
0029	290c	**FRS (Birmingham) Ltd**	366.00	0.0000	0.0000	34.0162	0.0000	0.0000	0.0000	4.5346
0030	292b	**FRS (Birmingham) Ltd**	366.00	0.0000	0.0000	0.0000	0.0000	13.2347	0.0000	3.2880
0018	292a	**Ian McLeod Hairdressing & Beauty Ltd**	366.00	0.0000	0.0000	0.0000	0.0000	13.2612	0.0000	3.2946
0019	294	**Pioneers UK Ltd**	366.00	0.0000	0.0000	0.0000	0.0000	17.4275	0.0000	4.3297
0020	Unit 1	**JD Wetherspoon plc**	366.00	0.0000	0.0000	0.0000	0.0000	0.0000	53.6874	13.6917
0031	Unit 2	**Greenwich Leisure Ltd**	366.00	0.0000	0.0000	0.0000	0.0000	0.0000	46.3126	11.8110
0032	292 & 294 1st Fl	**Greenwich Leisure Ltd**	366.00	0.0000	0.0000	0.0000	0.0000	47.6554	0.0000	11.8397
0022	Unit 3	**KPD Communications Ltd**	366.00	0.0000	0.0000	0.0000	0.0000	8.4212	0.0000	2.0922
		Total		**100.0000**	**100.0000**	**100.0000**	**100.0000**	**100.0000**	**100.0000**	**100.0000**

Appendix B

Astor House Lichfield Road Mere Green (02159)

Service Charge Budget Comparison

Reconciliation Period = 01/04/2026-31/03/2027

Code	Description	Budget (03/2026)	Budget (03/2027)	Budget Variance	%
1	**Astor House Internal**				
5100-0101	Management Fee	3,189.41	2,874.29	-315.12	-9.8803%
5100-0309	Facilities Manager	2,176.04	1,961.04	-215.00	-9.8801%
5100-0402	Health & Safety	128.61	128.61	0.00	-0.0004%
5200-0501	Electricity	900.00	1,000.00	100.00	11.1111%
5200-0601	Gas	2,500.00	3,000.00	500.00	20.0000%
5300-1001	Internal Cleaning	3,250.00	3,500.00	250.00	7.6923%
5300-1003	Window cleaning	720.00	720.00	0.00	0.0000%
5400-1201	M&E Maintenance contract	5,000.00	3,300.00	-1,700.00	-34.0000%
5400-1202	M&E Repairs	3,250.00	4,000.00	750.00	23.0769%
5400-1501	Internal Repairs and maintenance	2,000.00	2,000.00	0.00	0.0000%
5700-2202	Reserve Fund	1,000.00	1,000.00	0.00	0.0000%
	Schedule Total	**24,114.06**	**23,483.94**	**-630.12**	**-2.6131%**
2	**Astor House**				
5100-0101	Management Fee	1,835.20	2,333.51	498.31	27.1528%
5100-0309	Facilities Manager	1,252.11	1,592.09	339.98	27.1524%
5100-0310	Telephones	2,125.00	0.00	-2,125.00	-100.0000%
5300-0902	Security Sytems	0.00	540.00	540.00	#DIV/0!
5400-1201	M&E Maintenance contract	1,650.00	1,100.00	-550.00	-33.3333%
5400-1202	M&E Repairs	1,000.00	1,000.00	0.00	0.0000%
5400-1516	Decoration External	0.00	0.00	0.00	#DIV/0!
5400-1530	Building Repair	6,013.04	17,500.00	11,486.96	191.0342%
5700-2202	Reserve fund	0.00	-5,000.00	-5,000.00	N/A
	Schedule Total	**13,875.35**	**19,065.60**	**5,190.25**	**37.4062%**
3	**No. 290 Comm**				
5100-0101	Management Fee	1,022.74	1,077.10	54.36	5.3153%
5100-0309	Facilities Manager	697.79	734.88	37.09	5.3148%
5400-1516	Decoration External	295.00	0.00	-295.00	-100.0000%
5400-1530	Building Repair	3,563.74	4,835.00	1,271.26	35.6721%
5700-2202	Reserve fund	2,153.33	2,153.33	0.00	N/A
	Schedule Total	**7,732.60**	**8,800.30**	**1,067.70**	**13.8078%**
4	**No. 290 Resi**				
5100-0101	Management Fee	547.19	548.18	0.99	0.1814%
5100-0309	Facilities Manager	373.33	374.01	0.68	0.1821%
5400-1516	Decoration External	174.00	0.00	-174.00	-100.0000%
5400-1530	Building Repair	2,026.61	2,540.65	514.04	25.3644%
5700-2202	Reserve fund	1,016.01	1,016.01	0.00	N/A
	Schedule Total	**4,137.14**	**4,478.85**	**341.71**	**8.2595%**
5	**Holden Phase 1**				
5100-0101	Management Fee	335.86	385.32	49.46	14.7269%
5100-0309	Facilities Manager	229.15	262.89	33.74	14.7258%
5400-1516	Decoration External	0.00	0.00	0.00	#DIV/0!
5400-1530	Building Repair	1,974.30	2,500.00	525.70	26.6272%
5700-2202	Reserve fund	500.00	500.00	0.00	0.0000%
	Schedule Total	**3,039.31**	**3,648.22**	**608.91**	**20.0343%**
6	**Holden Phase 2**				
5100-0101	Management Fee	350.11	385.32	35.21	10.0573%
5100-0309	Facilities Manager	238.87	262.89	24.02	10.0574%
5400-1516	Decoration External	0.00	0.00	0.00	#DIV/0!
5400-1530	Building Repair	2,058.07	2,500.00	441.93	21.4730%
5700-2202	Reserve fund	500.00	500.00	0.00	0.0000%
	Schedule Total	**3,147.05**	**3,648.22**	**501.17**	**15.9249%**
7	**All Units**				
5100-0101	Management Fee	3,484.30	3,236.16	-248.14	-7.1216%
5100-0203	S/C Audit Fees	750.00	750.00	0.00	0.0000%
5100-0302	Helpdesk	620.74	625.10	4.36	0.7017%
5100-0309	Facilities Manager	2,377.24	2,207.94	-169.30	-7.1216%
5100-0402	Health & Safety	921.39	921.39	0.00	0.0001%
5200-0501	Electricity	1,900.00	1,900.00	0.00	0.0000%
5300-1002	External Cleaning	4,500.00	4,800.00	300.00	6.6667%
5300-1007	Pest control	500.00	500.00	0.00	0.0000%
5300-1009	External Landscaping	250.00	0.00	-250.00	-100.0000%
5300-1010	Snow clearance / Gritting	5,000.00	5,000.00	0.00	0.0000%
5300-1016	Drainage	2,680.00	3,500.00	820.00	30.5970%
5400-1502	External Repairs and maintenance	2,500.00	2,500.00	0.00	0.0000%
5400-1535	Electrical Repair	860.00	500.00	-360.00	-41.8605%
5500-1703	Other income	-4,506.69	-4,626.95	-120.26	2.6685%
5700-2202	Reserve fund	0.00	0.00	0.00	N/A
	Schedule Total	**21,836.98**	**21,813.64**	**-23.34**	**-0.1069%**
	Total	**77,882.49**	**84,938.76**	**7,056.27**	**9.0602%**