



290-292 Soho Road

Handsworth

Birmingham

B21 9LZ

Service Charge Budget Report

24th June 2026 to 23rd June 2027

Contents

Introduction
The Property
Service Charge Objectives
VAT
Voids and Concessions
Banking
Reserve Fund
Service Charge Apportionment
Management Team
Budget Commentary

Appendices

- A. Service Charge Apportionment Schedule
- B. Service Charge Variance Schedule



Introduction

This report has been produced by Johnson Fellows on behalf of the Landlord, Mr R Lal, Mr P Lal and Mr J L Gangotra. It is intended to provide details of the planned expenditure for the service charge year 24th June 2026 to 23rd June 2027.

The service charge is administered having regard to RICS Practice Standards; Service Charges in Commercial Property; 3rd Edition, Code of Practice.

The Property

The property is located on Soho Road (B4100), approximately two miles to the north of Birmingham City Centre. The premises comprise of a two-storey building with basement, ancillary store and car park/yard to the rear. Access to the rear yard is directly from Soho Road.

The building consists of three retail units to the ground floor, albeit two of these have been knocked through into a larger single unit with office accommodation to the first floor. Access to the first floor is internally from the larger retail unit.

The common parts mainly comprise of the roof, external structure and basement boiler room.

Service Charge Objectives

The object of this budget report is to provide a 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 deliver value for money for the service charge expenditure.

Voids and Concessions

The responsibility for service charge in respect of void accommodation or any concessions rests with the Landlord.

VAT

The Landlord has not elected the property for VAT.

Banking

Due to the level of service charge funds, they are not maintained within a discrete bank account. The funds are held within the Johnson Fellows client account which is maintained with Barclays Bank plc. As a consequence, the service charge is not credited with any interest, neither are any bank charges allocated to the service charge.



Service Charge Apportionment

The service charge apportionment percentages are calculated having regard to the net internal floor area of each occupational unit.

Under the terms of the lease, the basement accommodation and rear store are demised with 290 Soho Road. A 50% weighting has been applied to these two floor areas to reflect the benefit derived from the space, as distinct from the ground floor retail accommodation and first floor offices.

A Service Charge Apportionment schedule is enclosed in Appendix A.



Management Team

Facilities Manager:

Dan Blakeman
Johnson Fellows, 180 Newhall Street, Birmingham, B3 1SJ
Direct Dial: 0121 234 0409
Mobile: 07786 072 755
Email: Daniel.blakeman@johnsonfellows.co.uk

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

Management Surveyor:

Tina Hothi
Johnson Fellows, 180 Newhall Street, Birmingham, B3 1SJ
Mobile: 07594 089 316
Email: tina.hothi@johnsonfellows.co.uk

Tina Hothi is responsible for the overall management of the property.

Service Charge Accountant:

Paul Evans
Client Accounts
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

SCHEDULE 1

All figures are shown inclusive of VAT

- **External Building Repair** **£3,500.00**

The cost heading allows for repairs to common areas, gutter cleaning, roof repairs and any issues picked up in the health and safety report. This also includes a contingency sum for unforeseen ad-hoc works.

- **Gas Supply** **£8,000.00**

The budget cost is for the gas supply for the shared central heating system, based on the consumption over the previous 12 months. This has been reduced on last year's budget.

- **Water Charges** **£3,000.00**

The budget cost is for the water charges for the building, based on those incurred during the previous 12 months. This has been increased on last year's budget.

- **Health & Safety** **£800.00**

The cost of procuring the annual health and safety report. This is maintained at the same level as last year.

- **M & E Maintenance Contract** **£500.00**

The cost heading is for contract for maintaining the mechanical and electrical equipment. This is maintained at the same level as last year.

- **M & E Maintenance Repairs** **£2,500.00**

The cost heading is for repairs required to the mechanical and electrical equipment. The budgeted amount has been reduced from last year.

- **Central Heating System** **£1,500.00**

The cost heading is for the maintenance of the boiler. This is maintained at the same level as last year.

- **Insurance** **£475.25**

The budget covers the insurance engineer's inspection and premium for the plant and machinery associated with the gas boiler. This has been increased based on last year's actual amount.

- **Audit Fee** **£270.00**

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 budget covers the accountant's fee.

- **Management Fee** **£7,973.90**

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

- **Facilities Management Fee** **£3,339.42**

This figure represents the cost incurred to coordinate the facilities management of the site.

- **Help Desk** **£250.00**

This figure represents the cost of managing and maintain a help desk.

Total

Schedule 1 **£32,474.07**

Budget Sign-off



.....
Associate Partner

10th June 2026



.....
Head of Facilities Management

10th June 2026

290-292 Soho Road Handsworth (00284)
Service Charge Percentage Apportionment Schedule

Budgey Year Ending 24/06/2026-23/06/2027

*Amounts in gbp

Unit	Floor	Area (sq ft)	Weighted Area (sq ft)	Percentage
Punjab Bank 290 (37% Capped)	Ground	2896	2896	37.00%
	Basement	2235	1,118.00	
	Store	456	228.00	
	Total	5587	4,242.00	
290a	Ground	1565	1,565.00	17.18%
	Total	1565	1,565.00	
292	Ground	1206	1,206.00	36.24%
	First	2094	2,094.00	
	Total	3300	3,300.00	
Landlord				9.58%
	Total	10452	9107	100.00%

**290-292 Soho Road Handsworth
Service Charge Budget**

Year Ending 24/06/2026-23/06/2027

Code	Description	Budget YE June 2026	Budget YE June 2027
5100-0101	Schedule 1		
5100-0101	Management Fees	7,973.90	8,215.77
5100-0309	Facilities Manager	3,339.42	3,440.72
5100-0203	S/C Audit Fees	270.00	270.00
5100-0302	Help Desk	250.00	257.58
5100-0402	Health & Safety	800.00	800.00
5200-0601	Gas	12,000.00	8,000.00
5200-0801	Water and sewage charges	2,000.00	3,000.00
5200-1201	M & E Maintenance Contract	500.00	500.00
5400-1208	Boiler Maintenance	1,500.00	1,500.00
5400-1202	M&E Repairs	5,000.00	2,500.00
5400-1530	External Building Repair	3,500.00	3,500.00
5600-1901	Building Insurance	475.25	490.00
	Schedule Total	37,608.57	32,474.07