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Residential Management Statement Talbot Mill

Urbanbubble have been involved with Talbot Mill from the pre-application stage and have been a sounding board for management protocols and lease structures, ensuring that Talbot Mill will operate at optimum efficiency. The right lease covenants will be drafted to protect the leaseholders but also empower the management company to effectively enforce the covenants where breaches occur.

Prior to first occupation of the development a management company will be established to hold the 999-year leasehold interest of Talbot Mill. Each dwelling will be entitled to one share in the Management Company and will be obliged to pay service charges as outlined within their lease.

Service charges will provide for long term maintenance of the external structure and fabric of the buildings and day-to-day management of the communal areas of the building.

Service charges will provide for:

Insurances – they will be sent to a panel of brokers to ensure competitive premiums for buildings, terrorism, directors and officers and engineering insurance;

Routine Maintenance - utilising our extensive contractor database we will ensure the most reasonable contract prices;

Landscape Maintenance – through third party contractors we will manage the courtyard grounds, ensuring a regular maintenance and renewal program is in place;

Unplanned repairs - reacting where necessary to repairs required throughout the communal areas of the development, ensuring provisions are made for unexpected events;

Utilities - all lines will be on contracts taking advantage of the best rates.

Site Service Staff – referred to by us as Buildings Services Assistants or BSA. It is expected that there will be a full-time presence on site Monday to Friday, looking after the communal areas in terms of cleaning, health and safety and light maintenance. They will be responsible for ensuring the bin refuse areas are



clean and tidy, bins are presented and returned to stores as and when is required. They will also be responsible for the parcel management around the development. They will be responsible for the cycle store, ensuring it remains rubbish free and bringing any unused bikes to the attention of the management team. They will work with contractors to ensure access is provided to areas and monitor contractors working. Our BSAs submit weekly iAuditors, a comprehensive report detailing key actions that week and noting any issues that may need to be picked up by the property team in the office.

Out of Hours – we provide out of hours' assistance for emergency issues when the office is closed and have a security team that operate in the local area at other developments that can provide assistance when required for anti-social behaviour.

The Management Company, through urbanbubble will review and collect the service charge from owners of each dwelling, and will be responsible for enforcing the covenants of the lease. Such enforcement can lead to legal action against tenants who are repeatedly in breach of the terms of their lease.

We will encourage the residents to set up a Residents Committee with the Management Company where they can organize collaborative events within the grounds of Talbot Mill teaming up with local providers to promote community amongst residents whilst supporting local businesses.

Finally, it is proposed that a community fund will be set up, which is a financial provision written into the leases. Roughly £5-10 pence per square foot is put into a fund that is managed by the management company, made up of Leaseholders by way of a committee. The aim of the fund is to make real and positive contributions to the wider neighbourhood through the awarding of grants and the support of community activities.

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