

# Contents

- » About Trinity
- » Residents Communication
- » Development Plan
- » Your Questions Answered Houses
- » Your Questions Answered Apartments
- » Service Charge
- » Plot Matrix
- » Get in touch



# **About Trinity**

# Quality service is the priority of what we do in our business

Trinity is a leading Residential Property Management Company. We are committed to offering the highest standards of service to the developments that we manage.

We manage the full range of residential property across England and Wales from small blocks of flats to large city centre developments, mixed estates of houses and flats, refurbished country houses and cul-de-sacs of freehold houses. Trinity's directors and senior staff have many years experience in Residential Property Management.

Our dedicated customer service team based in Hertfordshire provide support to your locally based Property Manager who has the local knowledge and experience to manage your property.

## **Our Customers**

Each development is allocated a proactive and dedicated management team. Our office based customer support team will respond to most customer service enquiries, progress maintenance issues and deal with correspondence from our customers.

We have a network of locally based, experienced Property Managers, who are responsible for a number of development within their geographical area. The Property Manager places and supervises the various service contracts and completes regular development inspections to ensure the correct standards are maintained, they will also deal with any management issues.

# **Residents Communication**

# We've made it quicker and easier for you to report communal repairs

Introducing Fixflo our new online repair reporting tool



Report online 24/7



Over 40 languages available



More details = faster fixes



Emails & updates sent to you



# trinityestates.fixflo.com

- Go to trinityestates.fixflo.com from your phone, laptop or tablet
- Select your language and the most accurate picture and then fill in as much detail as possible
- Trinity will receive an instant notification and you will receive instant confirmation
- Our customer support team will progress the issue & you can login at any time to view the status of the issue

# Development Plan





< Back to contents Page 5

# Your Questions Answered - Houses

Trinity will send you a Welcome Letter once we begin management, providing you with our Residents Information Pack which contains further details about Trinity and the services we will be providing to you and your development.

#### Who are Trinity?

Trinity (Estates) Property Management Ltd is a private national management company formed to provide the highest levels of service to residential properties. Once handed over into our care from the developer, Trinity are responsible for provision of services to the communal areas within your development as defined within your lease and for the benefit of you, the owners.

#### What is a Service Charge?

The Service Charge is designed to cover the maintenance and running costs of your development. This depends on what type of property you live in but can include maintenance of any communal areas, insurance and maintenance of the communal structures, gardening, management of the estate etc. so that you, the owner, only need be responsible for the inside of your new home.

#### How is the Service Charge Calculated?

Your first year's budget has been carefully calculated and agreed with the developer using all our experience, however for the first year at least, it must be remembered that this is an estimate. Subsequent budgets can be based on actual figures relating to your development from the year before.

#### Will the service charge increase?

Our aim is to produce an initial Service Charge that will only increase in line with inflation after the first year although this cannot always be guaranteed. Trinity will manage your development carefully to try and ensure that any increases are kept to an absolute minimum whilst ensuring that the high standards of service are maintained.



# Your Questions Answered -Houses

#### What are the insurance arrangements?

Trinity will arrange for Public Liability insurance for the communal areas, Terrorism cover and Employers liability where appropriate are also provided as part of the policy. You will need to arrange your own buildings and contents insurance for your property.

#### How will my Development be managed?

Your transfer will set out the conditions for you living there, the owner of the developments rights and responsibilities and the Management Company's rights and responsibilities. In order to manage your development effectively all parties will be legally obliged to act in accordance with the transfer at all times.

#### How do I pay for my service charge?

Your Service Charge is payable in advance and Direct Debit facilities are available for your convenience, otherwise it is payable in accordance with the frequency stated in your transfer.

Monies from all contributors are paid into a trustee bank account set up for your development and all services set out in your lease are paid for from this account.

Transactions in and out of the account are authorised every year by an independent firm of chartered accountants, and sent to each owner in line with the legal requirements of a Management Company.

#### What is a sinking fund?

The Sinking Fund is a separate fund in your development's trustee bank account which is designed to build up as a contribution towards major items of expenditure for example, re-surfacing of private roadways, replacement of lighting etc. Including a Sinking Fund from the outset with all units contributing every year, enables better budgeting for these costs and should help to offset any additional payments by residents when major expenditure is required.

#### What happens to monies I paid on completion?

Any monies you pay towards the service charge on completion of your property will be held in a separate trustee bank account under your name. This money will not be touched by us until Trinity begin providing services to your development.





# Breakdown



# Brookvale, Mansfield

# **Budget period ending 31 March 2024**

No.	Item	Budget for the year	NOTES
1	Landscape Maintenance	£50,985	Landscape maintenance of communal gardens, includes cutting of grass, weeding, tending of flower beds, borders and shrubs, litter picking, sweeping of parking areas, walkways etc. Specification allows for a team of 4 people for 1 full day each week. The team will focus of different parts of the estate as week as required depending on the growing seasons.
2	Lake/Pond/Water Feature Maintenance	£1,000	Maintenance costs associated with the pond, including any aquatic and marginal plant weeding/removal as necessary, maintenance of any water inlets, outlets and overflows, repair and maintenance of the banks etc
3	Play Area Maintenance	£1,000	Maintenance of the play equipment and its safety surface including treatment/painting as required etc.
4	General Repairs & Maintenance	£775	Budgetary costs to cover for day to day repairs of internal communal items such as lights, walls, intercom systems, door closures etc. Such repairs exclude any work to private flats or anything within their demise.
5	Arboriculturalist Costs	#REF!	Costs relating to minor tree works that are required
6	Directors & Officers Insurance	£588	This is to provide liability cover for the Directors of the Resident Management Company
7	Public Liability Insurance	£750	Includes comprehensive Public Liability cover
8	Health and Safety Assessment	£1,650	** The instruction of professional surveyors to carry out and certify inspections for required Health and Safety, Fire Risk and General Risk assessments
9	Play Area Inspection Costs	£1,600	Annual risk assesment to be completed by an independent inspector and monthly inspections completed by a member of the Registry of Play Inspectors.
10	Accountancy Fee	£1,026	Annual fee for independent certification of Service Charge Accounts
11	Management Fee	£43,013	Fixed Management Fee based (not a percentage of total Service Charge).
12	Company Administration/Secretarial Fee	£336	*** Annual fee for the administration and filing of annual RMC accounts
13	Banking Charges	£63	Bank Charges relating to scheme trustee bank

14	Estate Sinking Fund		A fund designed to build up and pay towards the future costs of the estate and any associated major works
15	Arboricultural Sinking Fund	£1,250	Contribution to the arboricultural fund for future tree and planting works

Total	#REF!
	in the state of th

2Trinity is a trading name of Trinity (Estates) Property

Management Limited

<sup>\*\*</sup>The Health & Safety reports are undertaken by Trinity2

<sup>\*\*\*</sup>The Company Secretarial compliance role is undertaken by Trinity2

# Brookvale, Mansfield Budget period ending 31 March 2024

	Expenditure Headings	<u>Total</u> <u>Charges</u> <u>2023/24</u> 618
	Regular/Cyclical (Contract) Maintenance	<u>010</u>
1 2 3	Landscape Maintenance Lake/Pond/Water Feature Maintenance Play Area Maintenance	50985 1000 1000
	General & Reactive Expenditure	
4	General Repairs & Maintenance	775
	<u>Insurance</u>	
5 6	Directors & Officers Insurance Public Liability Insurance	588 750
	Health and Safety	
7 8	Health & Safety Assessment Play Area Inspection Costs	1650 1600
	Professional Fees/Services	
9 10 11 12	Accountancy Fee Management Fee Company Administration/Secretarial Fee Banking Charges	1026 43013 336 63
	Reserve Funds	
13 14	Estate Sinking Fund Arboricultural Sinking Fund	1000 1250
	CEDVICE CHARCE TOTAL	105026

105036

**SERVICE CHARGE TOTAL** 

	Estate	Estate	Total
Type	Charge	Charge	<b>Service Charge</b>
	£	%	£
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
Phase 1	£169.96	0.1618%	£169.96
	Phase 1	Type       Charge         £         Phase 1       £169.96         Phase 1       £169.96 <td>Type         Charge f         Charge %           Phase 1         £169.96         0.1618%           Phase 1         £169.96</td>	Type         Charge f         Charge %           Phase 1         £169.96         0.1618%           Phase 1         £169.96

		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
31	Phase 1	£169.96	0.1618%	£169.96
32	Phase 1	£169.96	0.1618%	£169.96
33	Phase 1	£169.96	0.1618%	£169.96
34	Phase 1	£169.96	0.1618%	£169.96
35	Phase 1	£169.96	0.1618%	£169.96
36	Phase 1	£169.96	0.1618%	£169.96
37	Phase 1	£169.96	0.1618%	£169.96
38	Phase 1	£169.96	0.1618%	£169.96
39	Phase 1	£169.96	0.1618%	£169.96
40	Phase 1	£169.96	0.1618%	£169.96
41	Phase 1	£169.96	0.1618%	£169.96
42	Phase 1	£169.96	0.1618%	£169.96
43	Phase 1	£169.96	0.1618%	£169.96
44	Phase 1	£169.96	0.1618%	£169.96
45	Phase 1	£169.96	0.1618%	£169.96
46	Phase 1	£169.96	0.1618%	£169.96
47	Phase 1	£169.96	0.1618%	£169.96
48	Phase 1	£169.96	0.1618%	£169.96
49	Phase 1	£169.96	0.1618%	£169.96
50	Phase 1	£169.96	0.1618%	£169.96
51	Phase 1	£169.96	0.1618%	£169.96
52	Phase 1	£169.96	0.1618%	£169.96
53	Phase 1	£169.96	0.1618%	£169.96
54	Phase 1	£169.96	0.1618%	£169.96
55	Phase 1	£169.96	0.1618%	£169.96
56	Phase 1	£169.96	0.1618%	£169.96
57	Phase 1	£169.96	0.1618%	£169.96
58	Phase 1	£169.96	0.1618%	£169.96
59	Phase 1	£169.96	0.1618%	£169.96
60	Phase 1	£169.96	0.1618%	£169.96

Plot No.	Туре	Estate Charge £	Estate Charge %	Total Service Charge £
61	Phase 1	£169.96	0.1618%	£169.96
62	Phase 1	£169.96	0.1618%	£169.96
63	Phase 1	£169.96	0.1618%	£169.96
64	Phase 1	£169.96	0.1618%	£169.96
65	Phase 1	£169.96	0.1618%	£169.96
66	Phase 1	£169.96	0.1618%	£169.96
67	Phase 1	£169.96	0.1618%	£169.96
68	Phase 1	£169.96	0.1618%	£169.96
69	Phase 1	£169.96	0.1618%	£169.96
70	Phase 1	£169.96	0.1618%	£169.96
71	Phase 1	£169.96	0.1618%	£169.96
72	Phase 1	£169.96	0.1618%	£169.96
73	Phase 1	£169.96	0.1618%	£169.96
74	Phase 1	£169.96	0.1618%	£169.96
75	Phase 1	£169.96	0.1618%	£169.96
76	Phase 1	£169.96	0.1618%	£169.96
77	Phase 1	£169.96	0.1618%	£169.96
78	Phase 1	£169.96	0.1618%	£169.96
79	Phase 1	£169.96	0.1618%	£169.96
80	Phase 1	£169.96	0.1618%	£169.96
81	Phase 1	£169.96	0.1618%	£169.96
82	Phase 1	£169.96	0.1618%	£169.96
83	Phase 1	£169.96	0.1618%	£169.96
84	Phase 1	£169.96	0.1618%	£169.96
85	Phase 1	£169.96	0.1618%	£169.96
86	Phase 1	£169.96	0.1618%	£169.96
87	Phase 1	£169.96	0.1618%	£169.96
88	Phase 1	£169.96	0.1618%	£169.96
89	Phase 1	£169.96	0.1618%	£169.96
90	Phase 1	£169.96	0.1618%	£169.96

		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
91	Phase 1	£169.96	0.1618%	£169.96
92	Phase 1	£169.96	0.1618%	£169.96
93	Phase 1	£169.96	0.1618%	£169.96
94	Phase 1	£169.96	0.1618%	£169.96
95	Phase 1	£169.96	0.1618%	£169.96
96	Phase 1	£169.96	0.1618%	£169.96
97	Phase 1	£169.96	0.1618%	£169.96
98	Phase 1	£169.96	0.1618%	£169.96
99	Phase 1	£169.96	0.1618%	£169.96
100	Phase 1	£169.96	0.1618%	£169.96
101	Phase 1	£169.96	0.1618%	£169.96
102	Phase 1	£169.96	0.1618%	£169.96
103	Phase 1	£169.96	0.1618%	£169.96
104	Phase 1	£169.96	0.1618%	£169.96
105	Phase 1	£169.96	0.1618%	£169.96
106	Phase 1	£169.96	0.1618%	£169.96
107	Phase 1	£169.96	0.1618%	£169.96
108	Phase 1	£169.96	0.1618%	£169.96
109	Phase 1	£169.96	0.1618%	£169.96
110	Phase 1	£169.96	0.1618%	£169.96
111	Phase 1	£169.96	0.1618%	£169.96
112	Phase 1	£169.96	0.1618%	£169.96
113	Phase 1	£169.96	0.1618%	£169.96
114	Phase 1	£169.96	0.1618%	£169.96
115	Phase 1	£169.96	0.1618%	£169.96
116	Phase 1	£169.96	0.1618%	£169.96
117	Phase 1	£169.96	0.1618%	£169.96
118	Phase 1	£169.96	0.1618%	£169.96
119	Phase 1	£169.96	0.1618%	£169.96
120	Phase 1	£169.96	0.1618%	£169.96

		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
121	Phase 1	£169.96	0.1618%	£169.96
122	Phase 1	£169.96	0.1618%	£169.96
123	Phase 1	£169.96	0.1618%	£169.96
124	Phase 1	£169.96	0.1618%	£169.96
125	Phase 1	£169.96	0.1618%	£169.96
126	Phase 1	£169.96	0.1618%	£169.96
127	Phase 1	£169.96	0.1618%	£169.96
128	Phase 1	£169.96	0.1618%	£169.96
129	Phase 1	£169.96	0.1618%	£169.96
130	Phase 1	£169.96	0.1618%	£169.96
131	Phase 1	£169.96	0.1618%	£169.96
132	Phase 1	£169.96	0.1618%	£169.96
133	Phase 1	£169.96	0.1618%	£169.96
134	Phase 1	£169.96	0.1618%	£169.96
135	Phase 1	£169.96	0.1618%	£169.96
136	Phase 1	£169.96	0.1618%	£169.96
137	Phase 1	£169.96	0.1618%	£169.96
138	Phase 1	£169.96	0.1618%	£169.96
139	Phase 1	£169.96	0.1618%	£169.96
140	Phase 1	£169.96	0.1618%	£169.96
141	Phase 1	£169.96	0.1618%	£169.96
142	Phase 1	£169.96	0.1618%	£169.96
143	Phase 1	£169.96	0.1618%	£169.96
144	Phase 1	£169.96	0.1618%	£169.96
145	Phase 1	£169.96	0.1618%	£169.96
146	Phase 1	£169.96	0.1618%	£169.96
147	Phase 1	£169.96	0.1618%	£169.96
148	Phase 1	£169.96	0.1618%	£169.96
149	Phase 1	£169.96	0.1618%	£169.96
150	Phase 1	£169.96	0.1618%	£169.96

Plot No. Type Charge Charge Service	e Charge
	c charge
£ %	£
	69.96
	69.96
153 Phase 1 £169.96 0.1618% £16	69.96
154 Phase 1B £169.96 0.1618% £16	69.96
155 Phase 1B £169.96 0.1618% £16	69.96
156 Phase 1B £169.96 0.1618% £16	69.96
157 Phase 1B £169.96 0.1618% £16	69.96
158 Phase 1B £169.96 0.1618% £16	69.96
159 Phase 1B £169.96 0.1618% £16	69.96
160 Phase 1B £169.96 0.1618% £16	69.96
161 Phase 1B £169.96 0.1618% £16	69.96
162 Phase 1B £169.96 0.1618% £16	69.96
163 Phase 1B £169.96 0.1618% £16	69.96
164 Phase 1B £169.96 0.1618% £16	69.96
165 Phase 1B £169.96 0.1618% £16	69.96
166 Phase 1B £169.96 0.1618% £16	69.96
167 Phase 1B £169.96 0.1618% £16	69.96
168 Phase 1B £169.96 0.1618% £16	69.96
169 Phase 1B £169.96 0.1618% £16	69.96
170 Phase 1B £169.96 0.1618% £16	69.96
171 Phase 1B £169.96 0.1618% £16	69.96
172 Phase 1B £169.96 0.1618% £16	69.96
173 Phase 1B £169.96 0.1618% £16	69.96
174 Phase 1B £169.96 0.1618% £16	69.96
175 Phase 1B £169.96 0.1618% £16	69.96
176 Phase 1B £169.96 0.1618% £16	69.96
177 Phase 1B £169.96 0.1618% £16	69.96
178 Phase 1B £169.96 0.1618% £16	69.96
179 Phase 1B £169.96 0.1618% £16	69.96
180 Phase 1B £169.96 0.1618% £16	69.96

		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
181	Phase 1B	£169.96	0.1618%	£169.96
182	Phase 1B	£169.96	0.1618%	£169.96
183	Phase 1B	£169.96	0.1618%	£169.96
184	Phase 1B	£169.96	0.1618%	£169.96
185	Phase 1B	£169.96	0.1618%	£169.96
186	Phase 1B	£169.96	0.1618%	£169.96
187	Phase 1B	£169.96	0.1618%	£169.96
188	Phase 1B	£169.96	0.1618%	£169.96
189	Phase 1B	£169.96	0.1618%	£169.96
190	Phase 1B	£169.96	0.1618%	£169.96
191	Phase 1B	£169.96	0.1618%	£169.96
192	Phase 1B	£169.96	0.1618%	£169.96
193	Phase 1B	£169.96	0.1618%	£169.96
194	Phase 1B	£169.96	0.1618%	£169.96
195	Phase 1B	£169.96	0.1618%	£169.96
196	Phase 1B	£169.96	0.1618%	£169.96
197	Phase 1B	£169.96	0.1618%	£169.96
198	Phase 1B	£169.96	0.1618%	£169.96
199	Phase 1B	£169.96	0.1618%	£169.96
200	Phase 1B	£169.96	0.1618%	£169.96
201	Phase 1B	£169.96	0.1618%	£169.96
202	Phase 1B	£169.96	0.1618%	£169.96
203	Phase 1B	£169.96	0.1618%	£169.96
204	Phase 1B	£169.96	0.1618%	£169.96
205	Phase 1B	£169.96	0.1618%	£169.96
206	Phase 1B	£169.96	0.1618%	£169.96
207	Phase 1B	£169.96	0.1618%	£169.96
208	Phase 1B	£169.96	0.1618%	£169.96
209	Phase 1B	£169.96	0.1618%	£169.96
210	Phase 1B	£169.96	0.1618%	£169.96

		Estate	<b>Estate</b>	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
211	Phase 1B	£169.96	0.1618%	£169.96
212	Phase 1B	£169.96	0.1618%	£169.96
213	Phase 1B	£169.96	0.1618%	£169.96
214	Phase 1B	£169.96	0.1618%	£169.96
215	Phase 1B	£169.96	0.1618%	£169.96
216	Phase 1B	£169.96	0.1618%	£169.96
217	Phase 1B	£169.96	0.1618%	£169.96
218	Phase 1B	£169.96	0.1618%	£169.96
219	Phase 1B	£169.96	0.1618%	£169.96
220	Phase 1B	£169.96	0.1618%	£169.96
221	Phase 1B	£169.96	0.1618%	£169.96
222	Phase 1B	£169.96	0.1618%	£169.96
223	Phase 1B	£169.96	0.1618%	£169.96
224	Phase 1B	£169.96	0.1618%	£169.96
225	Phase 1B	£169.96	0.1618%	£169.96
226	Phase 1B	£169.96	0.1618%	£169.96
227	Phase 1B	£169.96	0.1618%	£169.96
228	Phase 1B	£169.96	0.1618%	£169.96
229	Phase 1B	£169.96	0.1618%	£169.96
230	Phase 1B	£169.96	0.1618%	£169.96
231	Phase 1B	£169.96	0.1618%	£169.96
232	Phase 1B	£169.96	0.1618%	£169.96
233	Phase 1B	£169.96	0.1618%	£169.96
234	Phase 1B	£169.96	0.1618%	£169.96
235	Phase 1B	£169.96	0.1618%	£169.96
236	Phase 1B	£169.96	0.1618%	£169.96
237	Phase 1B	£169.96	0.1618%	£169.96
238	Phase 1B	£169.96	0.1618%	£169.96
239	Phase 1B	£169.96	0.1618%	£169.96
240	Phase 1B	£169.96	0.1618%	£169.96

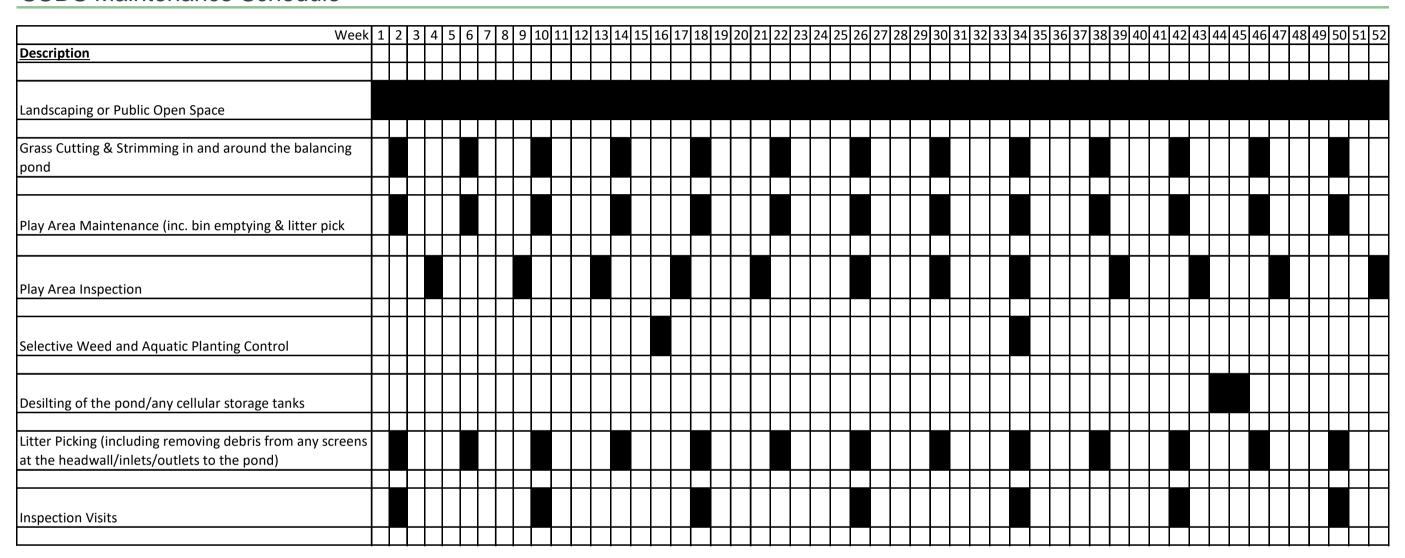
		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
241	Phase 1B	£169.96	0.1618%	£169.96
242	Phase 1B	£169.96	0.1618%	£169.96
243	Phase 1B	£169.96	0.1618%	£169.96
244	Phase 1B	£169.96	0.1618%	£169.96
245	Phase 1B	£169.96	0.1618%	£169.96
246	Phase 1B	£169.96	0.1618%	£169.96
247	Phase 1B	£169.96	0.1618%	£169.96
248	Phase 1B	£169.96	0.1618%	£169.96
249	Phase 1B	£169.96	0.1618%	£169.96
250	Phase 1B	£169.96	0.1618%	£169.96
251	Phase 1B	£169.96	0.1618%	£169.96
252	Phase 1B	£169.96	0.1618%	£169.96
253	Phase 1B	£169.96	0.1618%	£169.96
254	Phase 1B	£169.96	0.1618%	£169.96
255	Phase 1B	£169.96	0.1618%	£169.96
256	Phase 1B	£169.96	0.1618%	£169.96
257	Phase 1B	£169.96	0.1618%	£169.96
258	Phase 1B	£169.96	0.1618%	£169.96
259	Phase 1B	£169.96	0.1618%	£169.96
260	Phase 1B	£169.96	0.1618%	£169.96
261	Phase 1B	£169.96	0.1618%	£169.96
262	Phase 1B	£169.96	0.1618%	£169.96
263	Phase 1B	£169.96	0.1618%	£169.96
264	Phase 1B	£169.96	0.1618%	£169.96
265	Phase 1B	£169.96	0.1618%	£169.96
266	Phase 1B	£169.96	0.1618%	£169.96
267	Phase 1B	£169.96	0.1618%	£169.96
268	Phase 1B	£169.96	0.1618%	£169.96
269	Phase 1B	£169.96	0.1618%	£169.96
270	Phase 1B	£169.96	0.1618%	£169.96

		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
271	Phase 1B	£169.96	0.1618%	£169.96
272	Phase 1B	£169.96	0.1618%	£169.96
273	Phase 1B	£169.96	0.1618%	£169.96
274	Phase 1B	£169.96	0.1618%	£169.96
275	Phase 1B	£169.96	0.1618%	£169.96
276	Phase 1B	£169.96	0.1618%	£169.96
277	Phase 1B	£169.96	0.1618%	£169.96
278	Phase 1B	£169.96	0.1618%	£169.96
279	Phase 1B	£169.96	0.1618%	£169.96
280	Phase 1B	£169.96	0.1618%	£169.96
281	Phase 1B	£169.96	0.1618%	£169.96
282	Phase 1B	£169.96	0.1618%	£169.96
283	Phase 1B	£169.96	0.1618%	£169.96
284	Phase 1B	£169.96	0.1618%	£169.96
285	Phase 1B	£169.96	0.1618%	£169.96
286	Phase 1B	£169.96	0.1618%	£169.96
287	Phase 1B	£169.96	0.1618%	£169.96
288	Phase 1B	£169.96	0.1618%	£169.96
289	Phase 1B	£169.96	0.1618%	£169.96
290	Phase 1B	£169.96	0.1618%	£169.96
291	Phase 1B	£169.96	0.1618%	£169.96
292	Phase 1B	£169.96	0.1618%	£169.96
293	Phase 1B	£169.96	0.1618%	£169.96
294	Phase 1B	£169.96	0.1618%	£169.96
295	Phase 1B	£169.96	0.1618%	£169.96
296	Phase 1B	£169.96	0.1618%	£169.96
297	Phase 1B	£169.96	0.1618%	£169.96
298	Phase 1B	£169.96	0.1618%	£169.96
299	Phase 1B	£169.96	0.1618%	£169.96
300	Phase 1B	£169.96	0.1618%	£169.96

		Estate	Estate	Total
Plot No.	Type	Charge	Charge	<b>Service Charge</b>
		£	%	£
301	Phase 1B	£169.96	0.1618%	£169.96
302	Phase 1B	£169.96	0.1618%	£169.96
303	Phase 1B	£169.96	0.1618%	£169.96
304	Phase 1B	£169.96	0.1618%	£169.96
305	Phase 1B	£169.96	0.1618%	£169.96
306	Phase 1B	£169.96	0.1618%	£169.96
307	Phase 1B	£169.96	0.1618%	£169.96
308	Phase 1B	£169.96	0.1618%	£169.96
309	Phase 1B	£169.96	0.1618%	£169.96
310	Phase 1B	£169.96	0.1618%	£169.96
311	Phase 1B	£169.96	0.1618%	£169.96
312	Phase 1B	£169.96	0.1618%	£169.96
313	Phase 1B	£169.96	0.1618%	£169.96
314	Phase 1B	£169.96	0.1618%	£169.96
315	Phase 1B	£169.96	0.1618%	£169.96
316	Phase 1B	£169.96	0.1618%	£169.96
317	Phase 1B	£169.96	0.1618%	£169.96
318	Phase 1B	£169.96	0.1618%	£169.96
319	Phase 1B	£169.96	0.1618%	£169.96
320	Phase 1B	£169.96	0.1618%	£169.96
321	Phase 1B	£169.96	0.1618%	£169.96
322	Phase 1B	£169.96	0.1618%	£169.96
323	Phase 1B	£169.96	0.1618%	£169.96
324	Phase 1B	£169.96	0.1618%	£169.96
325	Phase 1B	£169.96	0.1618%	£169.96
326	Phase 1B	£169.96	0.1618%	£169.96
327	Phase 1B	£169.96	0.1618%	£169.96
328	Phase 1B	£169.96	0.1618%	£169.96
329	Phase 1B	£169.96	0.1618%	£169.96
330	Phase 1B	£169.96	0.1618%	£169.96

Plot No.	Туре	Estate Charge £	Estate Charge %	Total Service Charge £
331	Phase 1B	£169.96	0.1618%	£169.96
332	Phase 1B	£169.96	0.1618%	£169.96
333	Phase 1B	£169.96	0.1618%	£169.96
334	Phase 1B	£169.96	0.1618%	£169.96
335	Phase 1B	£169.96	0.1618%	£169.96
336	Phase 1B	£169.96	0.1618%	£169.96
337	Phase 1B	£169.96	0.1618%	£169.96
338	Phase 1B	£169.96	0.1618%	£169.96
339	Phase 1B	£169.96	0.1618%	£169.96
340	Phase 1B	£169.96	0.1618%	£169.96
341	Phase 1B	£169.96	0.1618%	£169.96
342	Phase 1B	£169.96	0.1618%	£169.96
343	Phase 1B	£169.96	0.1618%	£169.96
344	Phase 1B	£169.96	0.1618%	£169.96
345	Phase 1B	£169.96	0.1618%	£169.96
346	Phase 1B	£169.96	0.1618%	£169.96
347	Phase 1B	£169.96	0.1618%	£169.96
348	Phase 1B	£169.96	0.1618%	£169.96
349	Phase 1B	£169.96	0.1618%	£169.96
350	Phase 1B	£169.96	0.1618%	£169.96
351	Phase 1B	£169.96	0.1618%	£169.96
352	Phase 1B	£169.96	0.1618%	£169.96
353	Phase 1B	£169.96	0.1618%	£169.96
1	Phase 1C	£169.96	0.1618%	£169.96
2	Phase 1C	£169.96	0.1618%	£169.96

## **SUDS Maintenance Schedule**



<sup>\*</sup> The grass cutting and strimming will include the areas directly around the balancing pond

Frequency and duration of visits will vary throughout the year i.e. more frequent and longer during growing season, less frequent and shorter during winter months.

<sup>\*</sup> Aquatic and marginal plant weeding to ensure that the balancing pond does not become overgrown

<sup>\*</sup> Ensure that the inlets and outlets at the headwalls remain free flowing and clear of any debris by regularly litter picking and removing any build up of rubbish or debris from the trash screens at each of the headwalls in and out of the balancing pond

<sup>\*</sup> Inspection, maintenance and repair of the banks of the balancing pond as and when required to ensure that these do not become unstable

<sup>\*</sup> Regular inspections will be carried out by the Estate Manager approximately every 8 weeks. Additionally there will be annual risk and health and safety assessments carried out by a qualified surveyor for the whole development where particular attention will be paid to the balancing pond and cellular storage tank

## Get in touch

# We never stop putting our customers first

You can contact us in writing, by calling or submitting a form via our website.

In the event of an out of hours building emergency requiring urgent attention, our out of hours company can be contacted using our usual contact number.

Please make sure that you keep us informed of your address for correspondence, particularly if you are not living at the property.



Trinity, Vantage Point 23 Mark Road, Hemel Hempstead HP2 7DN



customersupport@ trinityestates.com



0345 345 1584 International: +44 1442437600

# **Complaints Procedure**

If you are dissatisfied in the first instance please ensure that you have raised your concern with Trinity, preferably in writing by email or letter to the appropriate person/department you have had dealings with. Any further complaints should be directed to our Customer Services Manager who will investigate the problem and will ensure that you are advised of the action that we are taking and likely time scales.