



Giles Reformed Church
Landscapes
& Management



KEY

- Site Location
- Open Market Dwelling

Development: OAK FARM MEADOW
Developer: Linden Homes
Document written by: Nicole Quinn
Revision Date: Mar 2024

Welcome to Oak Farm Meadow, a Linden Homes development in Stowupland.



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Giles Landscapes CMS Ltd is the appointed estate manager of the development, responsible for ensuring that the public open spaces around your home are managed and maintained for the enjoyment of the local community.

We work on behalf of the Stowupland (Stowmarket) Managing Company, currently under the directorship of the Linden Homes but whose members and directors, once the development is complete, will be made up solely of householders within the development.

We look forward to working with you, as a resident, of the development to provide a beautiful and functional environment for you, your families and neighbours.

About us

The Giles Landscapes name has over 30 years of history in the management and maintenance of open spaces. Its awards include;

- Sandringham Flower Show - Best In Show,
- Brick Development Association Awards - Best Outdoor Space category
- Silver and Gold medals from the RHS Chelsea Flower Show.

Our team know estate management and our approach is one of enhancing the value of the developments that we manage, in perpetuity. Our skilled grounds staff and management team ensure the delivery of a high quality, cost effective service.



Giles Landscapes & Management Ltd - Managing agents on behalf of "Stowupland (Stowmarket) Managing Company Limited"



Registered Office: Maywood, Wisbech Road,
Welney, PE14 9RQ | Registered Number
9084044

Tel: 01354 610453 | Email: info@glm-uk.co.uk





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Service Charge Notes

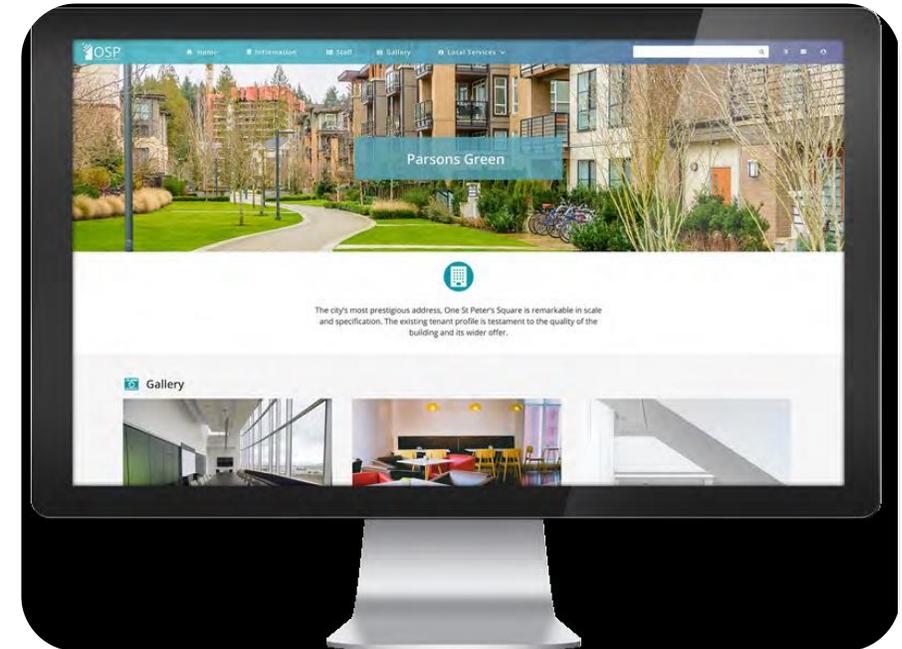
In order to fulfil the requirements of managing and maintaining the estate, GLCMS will collect the estimated service charge fees on behalf of the Management Company as and when they fall due via the service charge mechanism. The estimated service charge fee is calculated at the beginning of the current service charge year based on information available at the time and is correct at the time of writing.

GLCMS reserves the right to amend the Service Charge Budget without prior notice subject to changes in the developers' plans or legal requirements. GLCMS will update the budget on an annual basis including the period prior to the development handover to our management.

Service Provision & Management

The Service Charge covers the following activities:

- Grass Cutting
- Tree Maintenance
- Pruning
- Litter Picking
- Maintenance of SuDS areas
- Hard surface weed control of managed areas
- Play area maintenance



Residents' portal

Homeowners can use the online portal to communicate with GLCMS and each other about the development. They can pay their service charge fee, view documents and also track the maintenance schedule and status of any reported issues on site. Resident suppliers can also advertise their services on this site.

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2024 Estimated service charge budget Oak Farm Meadow, Stowupland



No. homes: 143	Estate charge per home		TOTAL
Maintenance charge			
	Grounds maintenance	£104.08	£14,883.70
	SuDS maintenance	£19.45	£2,782.00
	Shared surface/Private drive maintenance	£11.67	£1,669.20
	<i>SubTOTAL</i>	<i>£135.21</i>	
Insurance			
	Public liability	£3.15	£450.00
	Director's Insurance	£4.90	£700.00
Professional fees			
	Admin, web and legal fees	£16.69	£2,386.96
	Audit and accountancy fees	£5.56	£795.65
	Management fees	£73.93	£10,571.60
	Company secretary	£3.50	£500.00
	<i>SubTOTAL</i>	<i>£99.68</i>	
	Annual ROSPA playground inspection	£3.11	£445.00
	Annual Tree survey	£4.55	£650.00
	H & S report	£5.24	£750.00
	<i>SubTOTAL</i>	<i>£12.90</i>	
Provisional playground replacement fund			
		£3.32	£475.00
Reserve contributions			
	SuDS repairs	£5.56	£795.65
	Shared surface/private driveway repairs	£11.67	£1,669.20
	Arboricultural work	£1.96	£280.00
	<i>SubTOTAL</i>	<i>£19.19</i>	
Please note all prices are exclusive of VAT where applicable		TOTAL CHARGE	£278.35
			£39,800.10

OAK FARM MEADOW



Example Maintenance schedule

Maintenance schedule: 20 visits per year: twice monthly during growing season (Mar-Oct) and monthly in dormant season (Nov-Feb)

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
Site Visits	■	■	■	■	■	■	■	■	■	■	■	■
Amenity Grass <i>including strimming as necessary</i>	■	■	■	■	■	■	■	■	■	■	■	■
Shrub pruning, bed weeding		■	■					■	■			
Weed treatment			■					■				
Litter picking	■	■	■	■	■	■	■	■	■	■	■	■

Scope of works:

- Grass cutting
- Strimming
- Litter picking

- Shrub pruning
- Weed control
- Tree maintenance
- SuDS maintenance



2024 Contact Form

Please use the form below to inform us of your contact preferences and return to us at your earliest convenience using the contact details at the bottom of the page.

Development:	OAK FARM MEADOW, STOWUPLAND	
Owner Title(s):	1.	2.
First Name(s):		
Surname(s):		
Address:		
Mailing address if different:		
E-mail Address(es):		
Mobile:		
Telephone:		

Rental properties: If the above property is to be let you **MUST** supply us with an alternative mailing address for your correspondence to be forwarded to.

Please ensure future correspondence is sent to me by: Post
E-mail (preferred method)

May we contact you by phone if necessary? Y/N

Signed: _____

Date: _____

Print: _____

Please return to us via email: info@glm-uk.co.uk

Or by post: Giles Landscapes & Management Ltd, Maywood, Wisbech Road, Welney, Cambs PE14 9RQ

STOWUPLAND (STOWMARKET) MANAGING COMPANY LTD

Limited by Guarantee

Company Number 12348594

Management Company Membership Application

I / We, _____ of
Address: _____

_____ apply to become a member of the
Stowupland (Stowmarket) Managing Company Limited. I confirm that I/we
am/are an owner / owners of this house.

Signed..... Signed.....

Name/s.....

Date.....

Approved by..... (Director 1)

Approved by (Director 2)

Please note that where a property is owned by joint tenants, only one of you will be able to vote at any one time, however, you should both sign the request for membership.