



PROPOSED ESTATE CHARGE BUDGET 2025

Waterfront Estate, Manvers Way, Rotherham

Landlord : Manvers Lake & Dearne Valley Trust Ltd

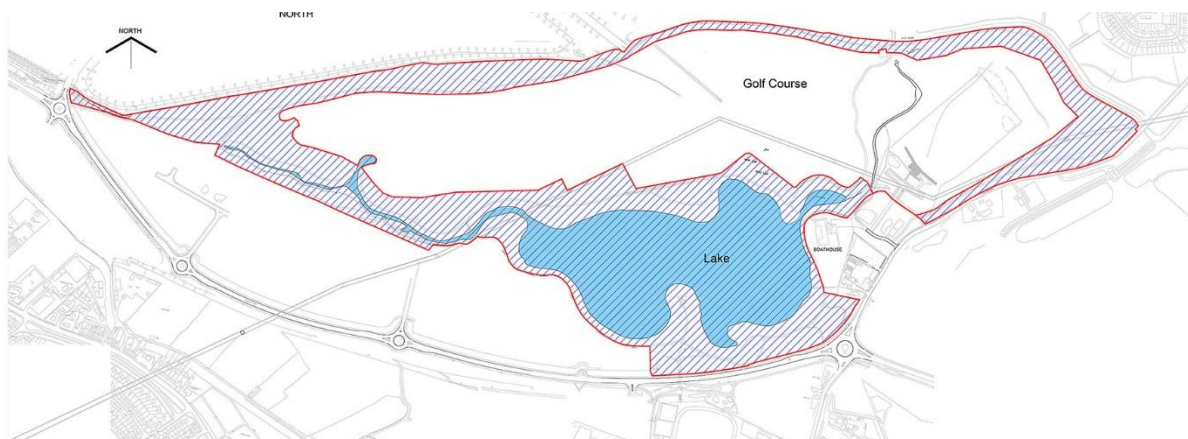
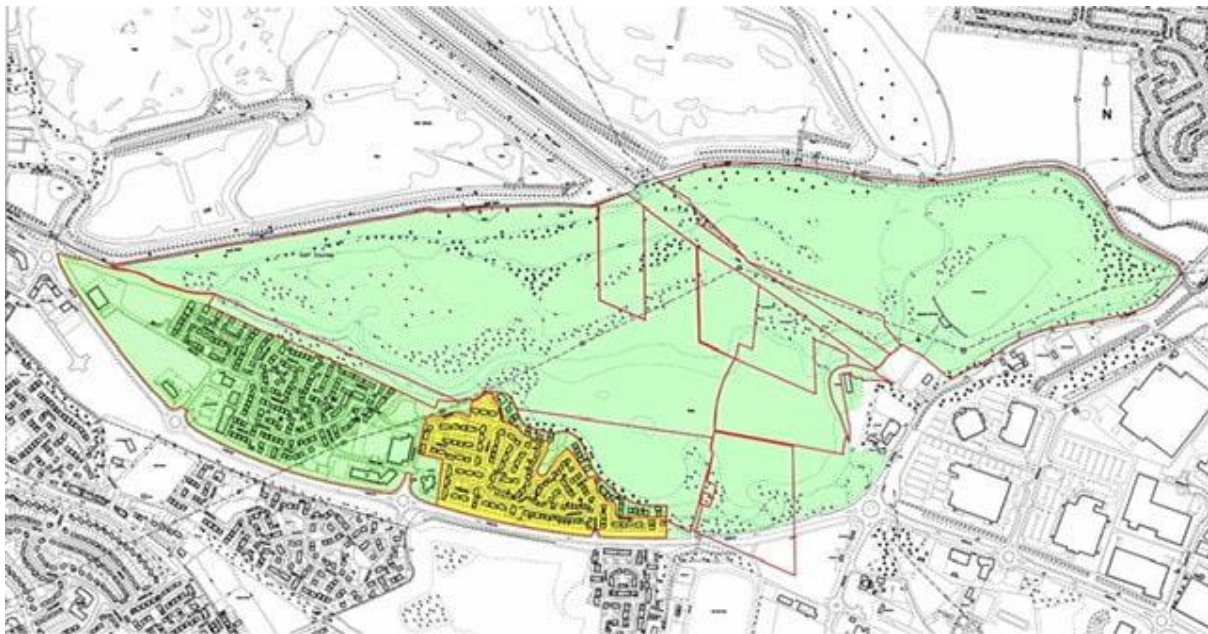
1st January 2025 to 31st December 2025

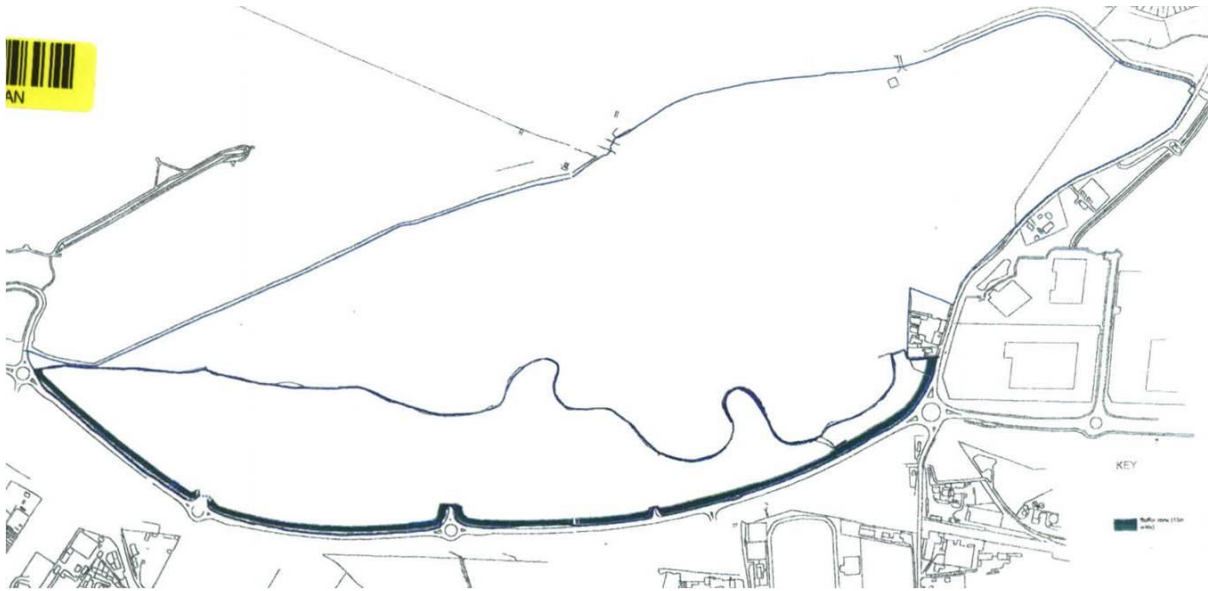
Background

Manvers Lake & Dearne Valley Trust Ltd is a registered charity and not for profit organisation. The Trust was formed in 2011 to look after Manvers Lake and the surrounding area, including managing the Boathouse and its facilities. We currently have 3 subsidiary businesses, Manvers Waterfront Boat Club Ltd which is a multi sports club, Manvers Lake & Dearne Valley Trading Ltd who carry out much of our maintenance works, and Manvers Lake & Dearne Valley Events Ltd who organise large sporting events.

The waterfront development at the south side of the lake adjacent to Manvers Way was developed by Express Parks, who became TCN Ltd. The freehold of the whole site is held by Manvers Lake Trust and Avon Ground Rents Ltd. The plan below shows the freeholds, with Manvers Lake Trust in Green and Pink and Avon Ground Rents Ltd in Yellow.

In 2023 the freehold of the golf club was sold to Waterfront Golf see revised map below.





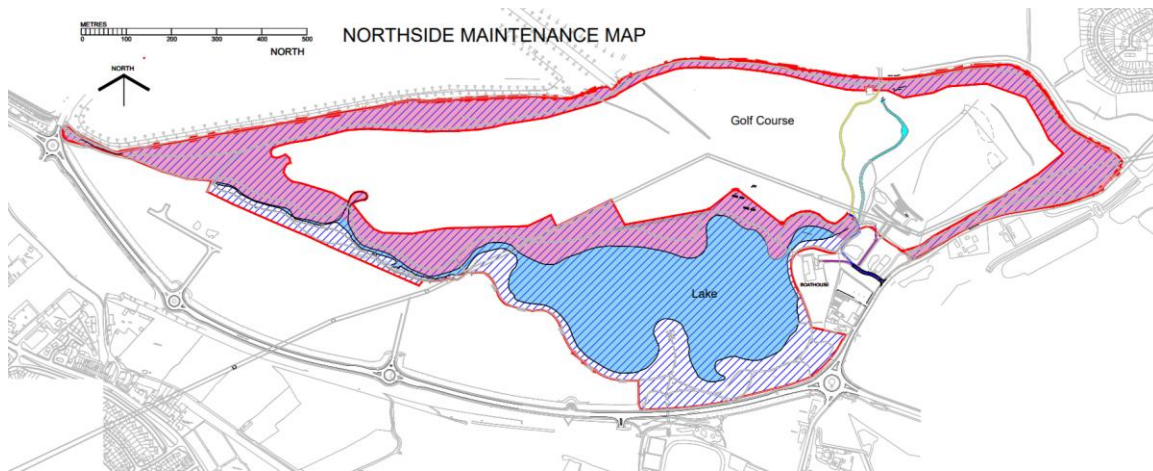
When TCN had completed the development of the site and wanted to dispose of the head lease it was acquired in December 2015 by Manvers Lake & Dearne Valley Trust Ltd. This means that the Trust has to maintain the parkland in accordance with the lease terms. It also has to budget for the maintenance, invoice the businesses each quarter and produce audited accounts each year to show where the money was spent.

There is provision to cover unexpected problems such as if a bridge was vandalised and needed immediate replacement, this can be charged to the Business Tenants as a one off charge. We aim to avoid this by building up a “sinking fund” with a small contribution from all each year as part of the Estate Charge to cover the one off events, however this has been in deficit for the last few years.

The plan below gives an indication of the areas currently maintained by the Trust and funded by the Estate Charge. This is not to scale and is intended only to demonstrate the extent of the area maintained.



The Trust only maintains areas of the estate that have not been leased to others. We maintain the two car parks which have our signage, much of the grass verge along Manvers Way, the lakeside to the south of the lake from the old Garden Centre to the housing development and the paths and embankments from the western end of the lake to the Old Moor Roundabout. Maintenance of the developments within the estate falls on the individual Landlords and their management companies. The drawing below shows the areas maintained by the Trust under the Estates Charge. The Trust has a wider responsibility to maintain other areas around the lake, but these are not funded by the Southside Estate Charge.



Where the tenants of the Trust have sub tenants, generally in the housing developments, the Lease between the Landlord (housing developer) and the house occupier generally allows the Landlord to divide up the Estates Charge from the Trust and ask each house occupier to pay a proportion of this. They could also add in other charges for Insurance, invoicing fees, management etc which are not part of the Estates Charge from the Trust.

If any house occupier were to buy the freehold of the property, the Estates Charge would still be payable.

The Trust is happy to answer questions on the make up of the total Estates Charge budget and Charges, and how this is applied to our direct tenants, but we cannot answer queries relating to sub tenants charges or how these are divided and applied. All sub tenant queries should be addressed to the business that issues the invoices to the sub tenant.

The Businesses which have residential sub tenants are:-

- Elite (FH) Ltd with managing agents Residential Management Group
- Great Places Housing Ltd
- Harron Homes Ltd, with managing agents Edge Property Management Ltd
- Strata Homes
- Taylor Wimpey Homes with managing agents Premier Estates

The items that make up the Estates Charge can include but are not limited to:

- Litter picking
- Emptying of waste bins around the lake
- Removal of waste from site
- Tree and shrub maintenance
- Path repairs and maintenance
- Pest Control
- Keeping Water Courses free from silt
- Bridge maintenance/replacement

- Grass cutting and strimming
- Fencing repairs and maintenance
- Maintenance of drainage ditches
- Equipment hire
- Signage provision and replacement
- Insurance costs
- Provision of site management to deal with queries etc
- Administration costs
- Legal costs
- Staff Training and PPE
- Accountancy Costs

Definitions

Management

This category includes but is not restricted to: service charge development and invoicing, chasing aged debt, letting, managing staff and service contracts, tenant query management and resolution, estate safety inspection, patrols by staff and any H&S Fees.

Professional Fees

This category includes the fees for monthly book-keeping, legal advice from our lawyers, the accountancy costs of these reports and any audits required.

Insurance

This category public liability insurance for the estate area and the maintenance operations.

Hard Services

This category includes maintenance of estate fencing, tree management and maintenance, pathway repairs, car park surfacing, bridge management, repairs and maintenance.

Soft Services

This category includes litter collection, waste bin emptying, dog waste bin emptying, waste disposal charges, grass cutting.

Communications

This category includes costs associated with meeting, leaflets, the information on the website and staff time/contract staff.

Overheads

This category includes costs associated with staff training, PPE, volunteer costs, staff travel, office, printing and IT costs.

Miscellaneous

This includes costs not covered elsewhere.

Maintenance Fund

This fund is used to build capital toward bridge replacements and or major maintenance. This was used up in 2021.

2024 Budget Narrative

The cost-of-living crisis and high inflation rate has affected the 2023 budget with higher costs for insurance, labour, overheads, fuel, timber and other materials used on the estate.

Visitor numbers remain at the same level as those post pandemic, fortunately, the very hot days during the summer have been more limited in 2023 and 2024 as in previous years these have presented significant challenges with parking, litter and antisocial behaviour.

Managements, Supervision and Accountancy

The demand placed on this category have been steadily increasing over the last few years. The local social media groups are an interesting source of information and comment perhaps leading to more queries and complaints regarding all aspects of the estate and its management, including data protection requests, issues raised to local Councillors and the local MP. There is an expectation that the Trust will respond 24 hours a day 7 days per week to various issues. Also, significant resources and management time has been spent chasing aged debt and the debt recovery process, this is perhaps a result of the cost-of-living crisis and the estate charge being seen as a non-essential overhead.

Moving forward the budget headers and amounts will need reviewing to reflect the above.

The Trust's trading company directly employs staff to deliver most of the grounds maintenance activities on the estate this helps deliver a more cost effective, quality, flexible and responsive service.

Litter

The amounts of litter collected from bins and litter picked from the site was probably slightly less than in 2022. However, there are issues over the very warm periods over the summer when we can collect 50 bags of litter per day. To reduce complaints and comments on social media over the summers staff work 7 days per week including early in the morning to tidy the site and empty the bins. We have also used volunteers from the Club to assist some mornings. We have a couple of regular club member volunteers that regularly litter pick around the lake.

We are grateful for litter picking undertaken by local volunteers, however, activity around the lake has reduced over 2023/4.

The cost of the waste removal contract has increased significantly during 2024. The budgets have been adjusted to reflect the above.

Grass Cutting, Strimming and Trees

There have been complaints about grass left on footpaths after cutting so these areas will now be blown or swept after cutting/trimming. Generally, the wetter summer resulted in faster grass growth but the grass has been well maintained in 2024 with very few issues, with most areas looking better than the local authority maintained areas.

Most of the trees were planted 25 years ago as whips/saplings, there are also many "self set" trees. As these mature the management of these trees, shrubs and bushes takes increased resources. There

is a balance between the residents having a lake view and the lakes landscaping strategy. The Trust needs to budget for management of the woodland and then put the necessary resources to safely and effectively manage the trees within the maintained area.

In late 2024 the Trust employed suitably qualified staff to prune the trees and bushes around the estate in a systematic and sustainable manner. The £800 in the budget is completely inadequate for this purpose, however, savings made in other budget headers have been used to carry out these essential works.



This budget for 2025 has been increased to enable the Trust to manage this issue, again this has been taken from the reductions in other budget headers.

Parking

The parking on the estate roads seems to have reduced in 2024. This could be partly due to the lake car park next to the pylon being extended in the spring of 2021.

There have been several issues with visitor car parks in 2024, including antisocial behaviour, fly tipping, littering, damage to the barrier, fences, and an assault. The Trust has received complaints about the car park remaining locked after 8am and also about the car parks not being locked at 8pm.

In late 2024 the Trust, working with Manvers Residents Association and local residents, have replaced the signage in the car park and have a volunteer locking rota which is working well. The Trust thanks MRA for their help with this issue. While there is no specific budget header for the car parks this is saving management time.

Footpaths

The footpaths are now 25 years old and are showing signs of wear and tear across the whole of the lake area. We are continuing to patch these and are filling in in potholes with new stone on a regular basis. Heavy rain does impact on the paths, in the future there perhaps needs to be review of the footpaths as it may be cheaper in the longer term to resurface these.

Bridges

One bridge has been fully refurbished, the bridge at the far end of the lake is in need of replacement or refurbishment.

Legal

There have been a number of occasions that the Trust has had to seek legal/surveyors advice on matters relating to the estate charge area and the leases. The cost of this advice can be substantial.

SSSI

The Dearne Valley SSSI has been in operation since the summer of 2022. We have not carried out any work needing permission this year so there has been no financial impact, however, it is expected that there will be extra costs as certain activities in the future will have to be approved by Natural England.

Drainage and Weed Clearance

The streams and drainage infrastructure is now 25 years old and are showing signs of silting and abundant weed growth. Maintenance has been scaled back over the last few years due to other demands on the budget. However, the Trust cleared the majority of the western ditches in early 2023 and this will be repeated in future years depending on weed growth and silt build up.

Maintenance Fund

With the bridge and path works resulting in the overspend, this has been reduced to zero and the budget reallocated.

Budget Pressures for 2025

The budget was overspent after covid and the cost of living crisis. The 2023 budget was over spent by £4,697, which was carried forward to the 2024 budget.

As of November 2024 the budget is on target to balance. Some balancing should be possible to get the total spent to around the budget figure excluding the carried forward 2023 overspend, however this may be slightly reduced.

Budget 2025

With background inflation for 2024 being 3%, the above inflation increases in the minimum wage (up to 16.7%), the increase to Employers National Insurance contribution and associated increases in oncosts e.g. pension contribution we estimate our costs will increase by about 10%. It is likely that suppliers will also increase their costs through 2025, as they will face the same pressures on these extra employment costs.

In 2025 the budget headers have also been adjusted based on previous years spends and also taking consideration of the headers that are more labour intensive and also taking into account that some of these changes come into effect in April 2025.

The Trust proposes a just under 8% uplift for 2025 as below:

Budget 2025

Header	2025(Net) £	2025 (including Vat *) £
Insurance	5,750.00	6,900.00
Management/Supervision	28,750.00	34,500.00
Director costs	1,150.00	1,380.00
Site Supervisor	2,300.00	2,760.00
Wardens/Rangers	1,150.00	1,380.00
Travel and representation	1,150.00	1,380.00
Litter Picking	3,450.00	4,140.00
Litter Collection [Bins]	8,050.00	9,660.00
Contract collection of waste	5,750.00	6,900.00
Grass Cutting	5,750.00	6,900.00
Strimming	5,750.00	6,900.00
Mower Costs and strimmer costs.	5,750.00	6,900.00
Hard Services - Grounds Maintenance	7,475.00	8,970.00
Signage	1,150.00	1,380.00
Fences	2,300.00	2,760.00
Equipment hire	3,450.00	4,140.00
Weed removal	2,300.00	2,760.00
Trees	5,750.00	6,900.00
Ditching and Drainage	2,300.00	2,760.00
Pest Control	575.00	690.00
Office Costs O/H (Light, Heat, Telephone)	1,150.00	1,380.00
Information Management	1,150.00	1,380.00
Staff Costs	1,150.00	1,380.00
Staff Training	1,150.00	1,380.00
Volunteer Expenses	1,150.00	1,380.00
PPE/Hi Viz/Uniform	1,150.00	1,380.00
Legal and external reports	3,450.00	4,140.00
Accountancy	1,150.00	1,380.00
Audit	0.00	
Health Safety and Environmental	1,150.00	1,380.00
Contingency	1,150.00	1,380.00
Snow clearing/seasonal costs	0.00	0.00
Miscellaneous	1,150.00	1,380.00
Total	115,000.00	138,000.00
Managing Agents Fees	8,900.00	10,680.00
Total		148,680.00

*Note - VAT is charged at the appropriate rate, from 1/2/2024 the Manvers Trust became registered for VAT.

ESTATE CHARGE REPORT

Apportionment Matrix

Lease	Lease Area (Sq Ft)	Proportion %	Budget 2025
Pub Plot	43,560	0.0280	3216.78
Aldi Plot	91,476	0.0587	6755.24
Hotel Plot	95,832	0.0615	7076.92
Bauer Plot	156,816	0.1007	11580.42
KFC Plot 1	21,780	0.0140	1608.39
KFC Plot 2	35,284	0.0227	2605.62
*Westleigh Plot A	51,585	0.0331	3809.41
*Westleigh Plot B - Great Places	148,355	0.0953	10955.60
Snaefell Plot	21,780	0.0140	1608.39
Rose & Thickett Plot	32,670	0.0210	2412.59
Harron Plot (Phase 1)	153,331	0.0985	11323.06
Onward Plot	108,900	0.0699	8041.96
Harron Plot (Phase 2)	89,734	0.0576	6626.60
Taylor Wimpey Plot	143,748	0.0923	10615.38
Strata Plot	192,535	0.1236	14218.17
Harron Plot (Phase 3)	121,968	0.0783	9006.99
Play Valley Plot	43,560	0.0280	3216.78
Car Parks/Remainder(Covered by Manvers Trust)	4,356	0.0028	321.68
	1,557,270	1.0000	115000.00