

Brentry Park Development Management Company Limited,
P.O. Box 371, Bristol, BS9 0BH

Mail Merged all Freeholders / Leaseholders

21st December 2011

Dear xxxxxxxxxx

Subject: 2012 RVP Estate Development Charge

Please find below the estimate for the full year Estate Development Charge for 2012.

Reflecting the change in ownership of the amenity lands and the planned changes to the manner in which their upkeep will be managed we have been able to reduce the total estimated costs from an average of £14,000 per annum to £11,000 for 2012 or circa 20%.

Gardening Services	£2500.00
Tree Surgery and maintenance	£2750.00
General Repairs	£500.00
Invoicing / administration / postage / banking / legal costs	£2500.00
Public Liability Insurance	£600.00
Contractor administration / debt collection	£1150.00
Accountants Fee	£500.00
Reserves	£500.00
Total	£11,000.00

The 2012 variable rentcharge is based on the annual budget as above, charged out to each freeholder / leaseholder on the basis of the number of bedrooms in their property, as laid out in the letter from Countryside Properties dated 25th April 2005 (a copy of which is available on our website should you require it).

Your invoice for the first half year (Jan 1st 2012 – June 30th 2012) is enclosed and we would be grateful if all payments could be made by January 15th 2012. Prompt payment of your invoice will lower the administration costs incurred and benefit everybody on our development. (Please note the changed bank details).

Management of the Amenity Areas

The draft development estate budget for 2012 prepared by hmlAndertons was originally proposed to be £14,315 for 2012. This was after a significant reduction in hmlAndertons' fee had been negotiated by some of the residents in Strathearn Drive. The budget we have outlined above reduces the costs associated with maintaining the Estate by circa a further 20%.

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As a result of the change in ownership, hmlAndertons are no longer acting as the managing agent for the Development and there is a new bank account for payments. If you have previously set up automated payment in favour of hmlAndertons you will need to amend these instructions to those shown on the attached invoice. For the coming year, the services necessary for the maintenance of the Amenity areas will be arranged by BPDmcl directly.

Current State of the Account

In taking over the accounts for the Development we have been able to look at the degree of unpaid rentcharges, something we are aware has been a concern to those who pay regularly. We are pleased to report that there are, out of the 185 freeholds, only five freeholders who are in minor arrears and these are likely to be oversights which we will bring to the relevant freeholders attention with a view to clearing these accounts swiftly.

In addition, there are currently two debtors owing a total in excess of £4000, including legal costs, recovery of which is in the hands of court recovery agents. The budget outlined above is based on a satisfactory resolution of all the outstanding debts.

The maintenance and upkeep of the amenity areas is for the benefit of all residents, not just those adjacent to the sections of amenity land, as the proper upkeep of the amenity areas maintains the value of all the properties here on the development – and that is to everybody's advantage.

Sharing Information

A website and bulletin board has been set up for us to share information. On it you will find all the information you will need to answer queries regarding the charges, the amenity areas and previous year's accounts. If you have any questions please check our FAQ's and other useful information on the website:

<http://www.bpdmcl.co.uk>

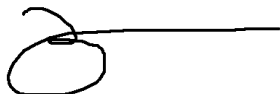
We plan to be in regular contact through a newsletter so if you would like to receive this information please let us have your email address. (We commit that your email address will not be used for any other purpose than to contact you directly regarding matters that affect the development and will NOT be passed on to a third party).

If you are happy to receive your half yearly invoices by email then do please confirm that to us as well as this will reduce costs further. Also should you require an amendment to your personal details or your title do please let us know.

Please send your confirmation (please put your address in the subject line) to:
admin@bpdmcl.co.uk

You can contact us by post at the address at the top of this letter or by email as above.

Yours sincerely



For and on behalf of
Brentry Park Development Management Company Limited

Brentry Park Development Management Company Limited, P.O. Box 371, Bristol, BS9 0BH
Registered in England No. 7149427

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P.O. Box 371, Bristol, BS9 0BH

Mail Merge all freeholders

Royal Victoria Park Development 2012 Rentcharge: First Half Year Invoice

Invoice Number: **RVP 2012/xxx**

Date: 21st December 2011

Property Reference:

RVP Address Details

Fixed rentcharge (£5.00 per annum) 01/01/2012 – 31/06/2012	£x.xx
Variable Rentcharge 01/01/2012 – 31/06/2012	£xx.xx
Total due:	£xx.xx

Payment is due by 15th January 2012 please.

Our bank details for your payment are:

Bank: HSBC, 11 Canford Lane, Westbury-on-Trym, Bristol, BS9 5DE

Bank Sort Code: 40-14-24

Account Number: 71547291

Account name: Brentry Park Development Management Company Limited

Please add your property details either in the reference box for on-line banking or to the rear of your cheque if that is your preferred method of payment.

Late payments increase the administration costs for the Development so please help us to help you by paying promptly