

Newsletter March 2002

Introduction

There have been significant but subtle developments at Pavilion Court and this newsletter is produced to give the leaseholders some indication of how their money is being spent.

Building Management System - Electronic Locks

The installation of phases one and two of the building security system has now been completed. All the fire doors and entrance doors are now protected and a computer is in place to control the entire system. Within a few hours of commission one of the locks had been vandalised by an ex resident. This individual tried to attack the sensor unit and prised the black plastic marker off the wall. Unfortunately for him the marker is just that, a simple indicator of where to present your electronic key and his efforts were to no avail. The whole system is designed to be vandal proof and has certainly proved its resistance from inception.

There is a deposit of £10 payable for an electronic key.

Building Management System - Car Parking

Phase three of the building management system is the installation of car park barriers and the associated control mechanism. There are a great number of interlopers using our car park – often to the detriment of the residents – and a significant number of abandoned cars. It now costs £150 to have an abandoned car removed, a direct result of new EU regulations which regard cars as hazardous waste and charge appropriately for their disposal.

The ground work is due to be started within a few days and barrier system commissioned in within a few weeks. Thereafter access to the car park will be severely restricted.

The electronic key will open both the building doors and the car park barriers. Each key will allow one car to be parked and will in general give access to only one car park. Before a key is enabled for car park access a tenant will have to register a specific car and the caretaker will require a copy of the insurance certificate and the vehicle road fund licence. In certain cases a copy of the owners driving licence may also be required.

Our computer keeps track of which cars are in the car park and any tenant who leaves the block will not have his deposit returned until his car has been removed from the car park.

Recalculation of service charges

The insistence of an audit by two leaseholders revealed a large deficit relating to funds 'borrowed' by the former freeholder Garry Broughton and his associated companies. In accord with normal accounting practice these irrecoverable debts have to be written off which results in a surcharge for all the leaseholders. The debts were well concealed and it is likely that they would never have come to light but for the audit.

Service charge estimates for the next six months

In order to fulfil our obligations we have to collect **all** the arrears and will use any means of so doing. This will involve disabling electronic keys of the dissenting leaseholders, that is anyone who does not have a payment plan in place which fully discharges their debt before September 2002. It is your responsibility to ensure that a payment plan is in place. If you are seriously in arrears then your key and your tenants key will become invalid on 25 March 2002.

If you normally pay in full in accord with your lease then the payment plan does not apply to you.

Service charge estimates for the forthcoming year, September 2002 to September 2003

It is with regret that, after much discussion at board meetings and at the AGM, we have to increase the service charges as the building is in dire need of remedial works. For the next financial year the service charge will be £1,200, we would ask you to budget accordingly. A formal budget will be produced nearer to the end of this financial year. This increased charge will enable the company to spend some £60,000 on capital projects, a doubling of the current spend. It is likely that a large proportion of this will be committed to a sinking fund with the ultimate aim of replacing the windows and hopefully enabling other urgent works to be completed more speedily.

Payment Plan

Leaseholders and tenants of leaseholders who are in arrears with their service charges and do not have a payment plan in place will not be allowed into the car park. A payment plan form is enclosed which those in arrears should complete and return together with their first cheque to reach Pavilion Court Ltd before 21st March 2002. You will be sent a countersigned copy for your records.

This monthly payment plan is a concession which is available until September 2002 only. All future payments must be made in accord with the lease on 25th March and 29th September.

PAVILION COURT LTD

Company Number 1509144
Pavilion Court
Marine Terrace
Folkestone
Kent CT20 1QB

Date:.....

PAYMENT PLAN.

Leaseholder name «Title» «First_name» «Last_name»

Flat/s number «Flat».....

Payment per Month «Monthly_Repayment»

Cheques should reach us by 21st of the month to ensure that cleared funds are available for use by Pavilion Court Ltd before 25th of the month.

First payment due before 21st March 2002 and monthly thereafter.

Signed.....

Leaseholder of above flat/s.

Countersignature.....

Director/Secretary.