

# Management Company

## Bovis Homes at Priors Hall Park

Priors Hall Park is a 907 acre site comprising of nearly 2000 existing homes, and further newly developing homes. Within this site there is a mixture of residential homes, a primary school, a secondary school and a district centre. But what makes Priors Hall Park so special is the extensive communal green open space and play areas.

Priors Hall Park Management Limited (PHPML) are responsible for maintaining the adopted community green space, soft and hard landscaping within Priors Hall Park.

All homeowners and commercial properties pay towards the upkeep of the communal greenspace. As each community area is completed it goes through an adoption process and is transfer to PHPML for upkeep and maintenance. Homeowners are not shareholders.

TE Labyrinth have been the Ground Maintenance Contractor for PHPML since 1st January 2023. A commercial landscape construction and grounds maintenance specialist, based in Northamptonshire, with vast industry knowledge and experience.

## How much is the annual management fee?

The current charge for the period 1st August 2023 to 31st July 2024 is £276, which can be paid either annually or quarterly in August, November, February and May. (current quarterly amount is £69)

## What does the management fee cover?

Below you will find a breakdown of the annual property charge for 1st August 2022 to 31st July 2023:

Costs against budget		% charge
Water & Communal Electricity/Streetlighting	£0.45	0.19%
H&S	£1.01	0.42%
Bollard Maintenance	£2.18	0.91%
Landscape Sundries & Plant Refreshment	£10.81	4.51%
Insurance Vehicle/Site	£5.63	2.35%
Winter Services	£9.38	3.91%
Contingency	£3.22	1.34%
Website & Accounts Maintenance	£3.30	1.37%
Office Recharge	£5.18	2.16%
Legal & Auditing	£1.16	0.48%
Sinking Fund	£10.00	4.17%
Play Area Maintenance	£2.27	0.94%
Contract Management	£6.64	2.76%
Street Furniture parts and repairs	£6.36	2.65%
Admin Staff	£20.70	8.63%
Directors Fee	£9.16	3.82%
Contractor (TE Labyrinth)	£142.56	59.40%
	£240.00	100.00%

Additional charge for Fibre TV maintenance	
Communal satellite	£36.00

**Total Annual charge (1st August 2023 to 1st July 2024)**

**£276.00**

**Annual budget for the current year 1st August 2023 to 31st July 2024:**

Estimated Income - October 2023- September 2024		
Item	Amount	
Greenspace Contract	£258,000	56.09%
Contract Management (Staff/Overheads)	£110,500	24.02%
Maintenance (Playareas/Street furniture)	£40,000	8.70%
Sinking Fund	£17,500	3.80%
Winter Services	£16,000	3.48%
Insurance Site	£9,500	2.07%
Contingency	£5,000	1.09%
H&S	£3,500	0.76%
<b>Total</b>	<b>£460,000</b>	<b>100%</b>

**Find below a rough guide to the greenspace management programme:**

Task	Details of Work	Estimated Time
Grass cutting of road side verges and amenity grassland	Grass will be cut on a 7-10 day cycles from April to November although this is subject to change depending on weather conditions. Grass for amenity grassland and road side verges should not exceed levels of 75 - 100mm.  Mowing heights will be set to achieve levels of 51mm on roadside verges and 36mm on amenity grass areas (Town Garden segments). Grass will be kept maintained to give a neat, tidy and consistent finish. In periods of stress grass will be kept longer to help maintain a healthy sward and aid in recovery. At no point will more the 1/3rd of the grass blade be removed, this reduces the risk of disease and an unsightly appearance.	7-10 Day Cycle
Habitat grass management	Three cuts per year, depending on growth patterns.  Grass will be left to grow and will be cut once in spring and twice at the back end August/start of September.  Height of cut will be no lower than 50mm	Three cuts per year
Hedge and Shrub cutting	Shrub cutting will be carried out four times per year after flowering and seasonal interest.  Hedging is cut to maintain form and height while encouraging healthy and full growth which will be twice yearly spring and summer.	Four Times Per Year
Weeding	Weeds are controlled by manual removal and herbicide application.  Herbicide application is carried out by spot spraying weed growth between blocks and on kerb edges with applications being carried out once every 4-6 weeks in the growing season (normally March – October)  Hand weeding is carried out every 3-4 weeks growth dependant. The team will use hand tools to remove growth between shrub and flower beds.	All Year Round

Table to be continued...

Litter Pick and Bin emptying	We have over 28 litter bins and 12 dog waste bins across the development, these bins are emptied every Monday and Friday and during the week when required. The empty dates may move by 1 or 2 days to accommodate public holidays and unforeseen circumstances.  Litter picking is also carried out across the development on a Monday and Friday. Whilst grass cutting the team will also collect any litter in their path.	Twice a Week
Leaf collection	Leaf collection is carried out weekly from November until all leaves are collected.	Weekly Cycle
Fertiliser application	An organic fertiliser is applied to the open spaces, roadside verges and shrub beds on a quarterly basis to assist with the healthy establishment of these areas..	



## What happens if you want to sell your home at Priors Hall Park:

- When a homeowner sells their property, Priors Hall Park Management Ltd provides a standard seller pack and a standard purchaser pack both costing £100.
- The seller's pack contains a completed FME1 form and attachments. (3 years accounts, copy insurance, budget etc.)
- The purchaser's pack contains a draft Deed of Covenant, and a Certificate of Compliance is issues on completion.
- Any reasonable enquiries by the seller's or purchaser's solicitor will be covered within this fee.

# PRIORS HALL PARK

- Zone 1
- Zone 2
- Zone 3



 5,325 new homes	 3 Primary Schools
 907 acres	 1 Secondary School
 25.5 acres of formal open spaces and sports pitches	 12.8 acres of employment space
 1 District Centre and 2 local centres	 Network of footpaths and cycleways

### Amenities on site

- 1 Corby Business Academy
- 2 Priors Hall ALC Primary School
- 3 Holland Square District Centre
- 4 Corby Enterprise Centre
- 5 Café
- 6 Amphitheatre
- 7 Wildlife Site
- 8 Town Gardens Play Area
- 9 Woodland Valley Play Area
- 10 Quarry View Play Area
- 11 Parkletics Gym
- 12 Little Weldon Villa Heritage Site
- 13 Priors Hall Care Home
- 14 Priors Hall Community Centre

### Planned Amenities

- PS Primary School
- LC Local Centre
- AL Allotments
- AM Amphitheatre
- HS Heritage Site
- SP Sports Pitches
- CC Community Centre
- DS Doctors Surgery
- PA Play Area

\* Please note this is an illustrative masterplan and will be subject to change over the course of the development



PRIORS HALL PARK  
MANAGEMENT LIMITED