

REDDITCH BOROUGH COUNCIL

A GUIDE TO SERVICE CHARGES – PART 2

This leaflet is for your guidance & gives information about your duties & responsibilities, & those of the Council, which will apply after you have purchased the lease of your flat.

1) WHAT REPAIRS WILL THE COUNCIL BE RESPONSIBLE FOR?

The Council is responsible for repairing & maintaining the following -

The Estate

- Communal grounds, gardens, paths & private roads
- Drains & gullies
- The drying area (where appropriate)

The Block

- Foundations & Drains
- Pipes supplying mains water up to & including the main stop cock in individual flats
- Wiring for communal TV up to & including the arial socket
- Roof & gutters, rainwater pipes
- Roof timbers
- Floor joists
- External fixtures, fittings & equipment
- External walls including window frames
- Entrance doors to individual flats (but no the door furniture).
- Caretaking & cleansing (where applicable).

If the flat is supplied with heating & hot water by the Council from a centrally located boiler, the Council owns & maintains the entire system. The cost of supply & maintenance is passed on to the leaseholder.

Your proportion of the costs of all these works will be recovered by the Council in the Annual Service Charge.

2) WHAT REPAIRS WILL I BE RESPONSIBLE FOR?

- Individual heating systems & appliances
- Internal doors
- Sanitary fittings
- Plumbing & pipe work within the property
- Internal fixtures fittings & equipment
- Internal decorations, including plaster covering the walls
- Floor coverings
- Ceilings (but not joists or beams)
- The windows including the glazing (but not the frames)

Although the Council owns the structure of the building in which you live, you own & are responsible for the interior of the flat. You are legally required to maintain & repair the following:-

3) WHO SHOULD I CONTACT IF I HAVE A QUERY?

You will receive a Service Charge bill in July of each year. The bill will include any repairs to your flat, any block repairs and any estate repairs for which you are liable to make a contribution for example you may not have a balcony, but repairs may be carried out to one near to you and each leaseholder is required to make a contribution in accordance with the Lease.

Arrears are likely to attract charges, so please contact us should you have any problems regarding payment of your invoice. Please contact the Income Section on 01567 64252 ext 7604.

Requests for routine repairs to the structure of the building & any communal areas should be made through your local Neighbourhood office.

4) CAN I DO MY OWN REPAIRS / IMPROVEMENTS?

In general the answer is yes, but you would need to ask the Council's permission first. You may do minor repairs within your flat, but if you are considering major improvements such as taking down an internal wall, then permission **MUST** be obtained as this could affect the structure or safety of the block. Window replacement may also be carried out privately but again, permission needs to be given as there are strict guidelines & conditions which must be adhered to. Please send us a letter asking for permission.

5) WHAT IF LARGE REPAIR ITEMS ARE NEEDED?

For all qualifying works carried out under a qualifying long term agreement the Leaseholder will be consulted where the costs exceed £250 for any individual Leaseholder under that agreement. You will be notified in writing of the Council's intention to carry out these works & two estimates of the costs likely to be incurred. You will be invited to comment on these works & the estimates.

PLEASE NOTE: The contents of this leaflet represent the Council's interpretation of the Lease & are not intended to be a definitive statement of either party's respective legal obligations. It is for guidance purposes only

Neighbourhood Services

Winyates and Matchborough – 01527 503403

Batchley, Web Heath & Headless Cross – 01527 585656

Woodrow, Lodge Park, Oakenshaw, Greenlands & Crabbs Cross – 01527 534070 or 01527 534074

All other areas 01527 534060 or 01527 534065