



Powered by

Lambert
Smith
Hampton

Roman Road Moulton Chapel South Holland PE12 0XQ

Estate and Landscaping Management

Chapel Gate Residents Management Co Ltd

HLM Property Management (Part of the Lambert Smith Hampton/Connells Group) will be acting as the Managing Agent on behalf of the Residents Management Company, Chapel Gate Residents Management Company Ltd, which will be drafted in to the individual transfer documents.

Our role is to discharge the responsibilities of the Management Company. These will include ensuring the proper management and maintenance of the communal estate areas of the development demised to the management company, specifically areas that are not adopted and that do not form part of the individual plots.

Introduction

On behalf of the Management Company, HLM will provide and maintain a defined level of service for estate maintenance. This will be achieved by:

- Estate Management Specifications for Contractors
- Management and Monitoring of Services Provided
- The services of a dedicated Property Manager for the development.
- Regular Site Inspections
- Management of Health and Safety Compliance
- Good communication with Residents
- Reporting of Activity via the online portal ARLO

Public Open Space

- The public open space will be maintained to form a tidy, pleasing appearance for residents. The amenity managed grass will cut fortnightly through the growing season by verified and insured contractors, subject to weather conditions.
- Weeds on hardstanding shall be controlled by the careful use of a non-selective herbicide at appropriate intervals by the landscape contractor.
- Areas of naturalised bulbs will be left for a period of 6 weeks after flowering has finished before cutting back.

Drainage Ditches

Regular inspections will take place and any remedial work required to clear debris or fly tipping will be instructed by the Property Manager.

Ponds

Regular inspections of the ponds will take place and will determine any work required. Desilting of the pond will be undertaken when required.

Shrubs and Plants

Shrubs and plants in the landscaped areas will be maintained during regular visits by the landscape contractors. Shrubs will be cut back at appropriate times of the season to ensure they remain healthy and do not become overgrown.

Any self-seeding plants shall be removed by contractors.

Replacement plants will be planted as necessary on the instruction of the Management Company.

Trees

Saplings will be planted as individual specimens or in small groups. Young trees will be regularly inspected and the bases will be kept weed free. Straps will be loosened as the trees grow.

Pruning of dead, diseased or damaged branches will be carried out as appropriate to promote healthy growth and natural shape.

Hedges

Boundary Hedges will be cut back in the Autumn by the landscape contractor to ensure they remain healthy and in shape. Any hedge or part of hedge that fails to thrive will be replaced.

Litter and Debris Collection

Removal of litter will be part of the landscape contractors remit and will be carried out at the start of each visit and removed from site.

Hazardous materials such as broken glass on the play area will be prioritised and removed as and when reported as a health and safety priority.

Any fly-tipping reported to the managing agent will be arranged to be removed as soon as possible.

Leaf Clearance

Fallen leaves will be collected from all communal areas of the development after 1st leaf fall and until all leaves have been removed.

Reporting Issues on-site

Any damage, faults or issues on the estate can be reported to the dedicated Property Manager directly or via the online portal – ARLO. This could include but is not limited to:

- Fly-Tipping
- Damaged or Broken Play Equipment
- Potholes and Trip Hazards on managed areas
- Damaged Fences or Signage
- Abandoned Vehicles
- Damage to Trees
- Flooding/Pooling of Water
- Vandalism

Play Area

The play area will be inspected by the Property Manager at each site inspection. Appropriate signage will be erected to the fencing for residents to observe. An annual Health and Safety Inspection of the Play Area will be carried out by a third party and any requirements noted on the report will be actioned immediately.

SuDS

The Sustainable Drainage System will be managed by the Management Company and closely monitored to ensure that the system continues to collect water and reduce surface water flooding, as well as enhancing the amenity and biodiversity value of the environment.

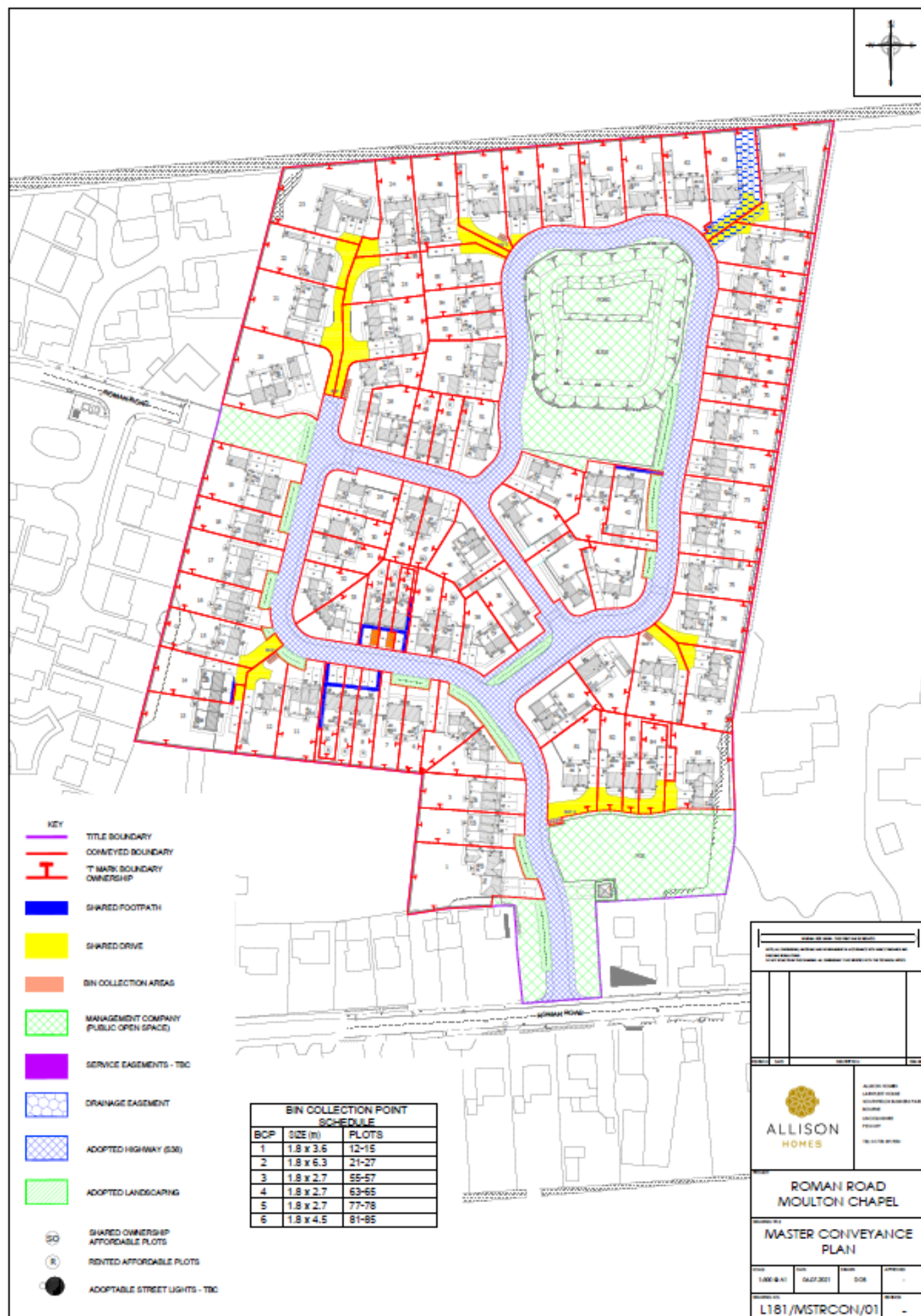
Contact Details

Contact: **Victoria Giles**
Business Development Manager

Telephone: **07887 552027**

Email: **Victoria.giles@hlmproperty.com**

Site Plan





Powered by

**Lambert
Smith
Hampton**