



Land off Fish House Lane, Chipping

**RESIDENTIAL MAINTENANCE AND MANAGEMENT
PLAN**

April 2023, Rev D

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INTRODUCTION

The maintenance and management plan provides clarification and confirmation of roles and responsibilities for the upkeep of the land as highlighted in the plan titled Demarcation of Shared Maintenance Areas. The areas highlighted become the shared responsibility of all residents / homeowners of the properties detailed within the plan. This document, as referred to in legal purchase information, constitutes a legal undertaking.

AGREEMENT BETWEEN PROPERTY OWNERS

A maintenance value of **£250.00** is to be contributed by each property owner annually on 1st January to provide a Maintenance Pot that has a drawable fund should maintenance be required as detailed in this document. On purchase of the property, the value will be pro-rata from the date of purchase to 31st December with the follow-on maintenance value starting again from 1st January. All maintenance contributions are to be transferred into an escrow account managed by plot 1. Annual meetings between all property owners are to be held to review and discuss potential maintenance items and methods of organising the required work. All instructions and invoice payments to third parties to undertake maintenance work are to be given by plot 1 but signed for by all property owners prior to an instruction being given. Failure to make the annual maintenance payment within 30 days of the due date would result in interest being applied at the current Bank of England rate. Access to all shared areas is to be maintained at all times to enable 3rd party work and should not be obstructed.

SITE DETAILS

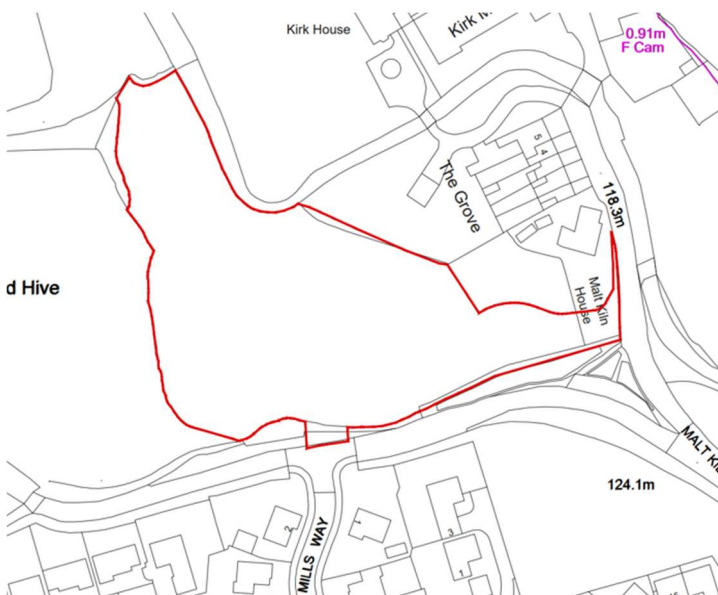
Developer: **Hodson Homes Limited**

Developer Contact: **Glen Hodson 07787 437225**

Architect: **Hodson Homes Limited**

Site Address: **Bowland View, Off Fish House Lane, Chipping, Lancashire, PR3 2QP**

LOCATION OF LAND OUTLINED IN RED



LAND REGISTRY PLAN – BOUNDARY DEMARCATIONS



DEMARCATIONS OF SHARED MAINTENANCE AREAS



WATERCOURSES & CULVERT

Maintenance & Management Plan

Headwalls & Culvert to Stream Under Accessway and Stream

Activity	Frequency	Time of year	Details / description
Leaf collection	As and when needed (Frequent works)	October to December	Leaves should be collected should it be an assistance to the control of the inlet and outlet of the culvert
Inlet, outlet cleaning	As and when needed (Frequent works)	January to December	Remove any debris causing blockage to the culvert
Vegetation & scrub control to headwalls	Once per year (Infrequent works)	October	Trim back or remove any overgrowing vegetation that could potentially obstruct the headwall discharge
Stream vegetation	Once per year (Infrequent works)	October	Control other plant growth within main body of the stream by manual means (Hand pulling)
Tree pruning	Once per year (Infrequent works)	October to January	Prune back overhanging branches. Cut back limbs to prevent leaf fall around culvert area should it be an assistance to the control of the inlet and outlet
Structural elements to inlet, outlet and culvert	Once every 5 years (Infrequent works)	January to December	Structural engineer to check structure of headwalls and culvert with repairs undertaken as directed if required. If prior to the scheduled structural engineers check, a potential defect is spotted, a structural engineer is to be instructed to check prior to the scheduled visit with repairs undertaken as directed if required

Roles and Responsibilities

The headwalls to the culverted stream under the accessway are to be frequently maintained by owners of all plots 1 to 4 as defined by 'Frequent Works' in the maintenance and management plan. Frequent maintenance regimes to be undertaken as detailed in the maintenance & management plan detailed above.

The infrequent maintenance and management of all headwalls and culvert as detailed in the maintenance and management plan as defined by 'Infrequent Works' are to be organised by the owners of plot 1 as detailed under title heading 'Agreement Between Property Owners'. Any payments arising from the employment of a 3rd party to undertake 'Infrequent Works' is to be deducted from the 'Maintenance Pot' yearly contributions as detailed prior.

SITE PERIMETER WITHIN OWNERSHIP BOUNDARIES – TREES & RAILINGS

Maintenance & Management Plan

Activity	Frequency	Time of year	Details / description
Leaf collection	As and when needed (Frequent works)	October to February	General leaf collection / leaf blowing required should it become a hinderance or hazard to any part of plot ownerships
Tree pruning	Once per year (Infrequent works)	October to January	Prune back overhanging branches should they become a hinderance or hazard to any part of the plot ownerships
Tree removals	Once per year (Infrequent works)	October to January	Undertake a visual and intrusive check on the trees to determine if any are or could be a potential hazard. If so, organise for their removal. All trees with Tree Preservation Orders require council permission prior to removal. Should it be deemed required, instruct and obtain a tree survey from a specialist prior to their removal
Post & rail fences	As and when needed (Infrequent works)	January to December	Undertake a visual and intrusive check of the rails on a yearly basis to determine if they are still in good working order. If not, organise for their replacement. Any replacement to be co-ordinated with adjoining landowners with shared ownership of posts and rails.

Roles and Responsibilities

Where trees fall in the property ownership of a plot, the owner of that plot is to undertake the activity detailed as 'Frequent Works' in the maintenance and management plan. Frequent maintenance regimes to be undertaken as detailed in the maintenance & management plan detailed above.

The infrequent maintenance and management of all trees as detailed in the maintenance and management plan as defined by 'Infrequent Works' are to be organised by the owners of plot 1 as detailed under title heading 'Agreement Between Property Owners'. Any payments arising from the employment of a 3rd party to undertake 'Infrequent Works' is to be deducted from the 'Maintenance Pot' yearly contributions as detailed prior.

SLOPED VEGETATION AREAS & HEDGES (As highlighted in green within the shared maintenance areas plan)

Maintenance & Management Plan

Activity	Frequency	Time of year	Details / description
Vegetation & grass cutting	Twice per year (Infrequent works)	January to December	All sloped vegetated areas as highlighted in green on the shared maintenance areas plan have been hydroseeded with low maintenance seed. This is to be trimmed twice per year by a 3 rd party with grass cutting / trimming plant suitable for the slopes
Manholes	Twice per year (Infrequent works)	January to December	During the above noted trimming, the 3nr United Utilities manholes located at the bottom of the sloped vegetation area require vegetation cutting back around them to provide maintenance access to each manhole should it be required
Hedges	As required (Frequent works)	October to January	Hedges to be maintained and trimmed

Roles and Responsibilities

Where hedges fall in the property ownership of a plot, the owner of that plot is to undertake the activity detailed as 'Frequent Works' in the maintenance and management plan. Frequent maintenance regimes to be undertaken as detailed in the maintenance & management plan detailed above.

The infrequent maintenance and management of vegetation & grass cutting as detailed in the maintenance and management plan as defined by 'Infrequent Works' is to be organised by the owners of plot 1 as detailed under title heading 'Agreement Between Property Owners'. Any payments arising from the employment of a 3rd party to undertake 'Infrequent Works' is to be deducted from the 'Maintenance Pot' yearly contributions as detailed prior.

SHARED ACCESS DRIVE (As highlighted in blue within the shared maintenance areas plan)

Maintenance & Management Plan

Activity	Frequency	Time of year	Details / description
Tarmacadam	As and when needed (Infrequent works)	January to December	A review of the tarmacadam surface is to be undertaken on a yearly basis. Should the surface form any fractures, the homeowners are to agree upon themselves a suitable / appropriate time to organise for the repair, undertaken by a third party (specialist contractor)
Edgings	As and when needed (Infrequent works)	January to December	A review of the edgings is to be undertaken on a yearly basis. Should the surface form any fractures, the homeowners are to agree upon themselves a suitable / appropriate time to organise for the repair, undertaken by a third party (specialist contractor)

Roles and Responsibilities

The infrequent maintenance and management of all the shared drive as detailed in the maintenance and management plan as defined by 'Infrequent Works' are to be organised by the owners of plot 1 as detailed under title heading 'Agreement Between Property Owners'. Any payments arising from the employment of a 3rd party to undertake 'Infrequent Works' is to be deducted from the 'Maintenance Pot' yearly contributions as detailed prior.

RETAINING WALLS

Maintenance & Management Plan

Activity	Frequency	Time of year	Details / description
Post & rail to top of retaining wall	Once per year or and after any major climatic or seismic event (Infrequent works)	January to December	Undertake a visual and intrusive check of the post and rails on a regular basis to determine if they are still in good working order. If not, organise for their replacement. Any intended work / maintenance is the responsibility of the property owner
Vegetation	Once per year or and after any major climatic or seismic event (Infrequent works)	January to December	The retaining vegetated wall has been hydroseeded with low/no maintenance seed and therefore should be self-maintaining. Any intended maintenance is the responsibility of the property owner. Apply liquid fertilizer if required, but don't over maintain the vegetation and allow at least 1 year to pass prior to trimming any required area
Structural elements (Note: structure has 120 year guarantee and life expectancy)	Once per year or and after any major climatic or seismic event (Infrequent works)	January to December	Structural engineer to check structure should an extreme climatic or seismic event occur and any visible signs of change / bulging of the wall structure. Engineer's report to determine if any repairs required

Roles and Responsibilities

The above items are the responsibility of the property owner and will not form part of this joint agreement for monies to be deducted from the Maintenance Pot.

For further information on Flex MSE, please email us at info@FlexMSE.com, call 1-877-349-5945, or visit the website at www.FlexMSE.com

DRAINS & MANHOLES (Green highlighted zones only)

Maintenance & Management Plan

Activity	Frequency	Time of year	Details / description
Manholes	Twice per year (Infrequent works)	January to December	These are United Utilities (UU) adopted manholes and are their responsibility. Contact UU should any issues occur
Drains leading to manhole or culvert	As & when required (Infrequent works)	January to December	Should any blockages occur, these are to be jetted out. Should any issues become persistent, a CCTV survey can be commissioned with any repairs undertaken if remedial work is detailed after the CCTV survey

Roles and Responsibilities

The infrequent maintenance and management of drains as detailed in the maintenance and management plan as defined by 'Infrequent Works' is to be organised by the owners of plot 1 as detailed under title heading 'Agreement Between Property Owners'. Any payments arising from the employment of a 3rd party to undertake 'Infrequent Works' is to be deducted from the 'Maintenance Pot' yearly contributions as detailed prior.