

**Estimate of Annual
Service Charge Expenditure Year Ending 31.12.2024**

Head of Expenditure	Estimated Service Charge 2023	Projected Actual Costs 2023	Estimated Service Charge 2024
<i>Services and Maintenance</i>			
Cleaning	£780.00	£780.00	£780.00
Window Cleaning	£300.00	£300.00	£300.00
Weekly Function Testing of Fire Equipment	£1,144.80	£1,144.80	£1,144.80
Emergency Lighting Repairs	£150.00	£0.00	£150.00
Emergency lighting Service	£89.04	£84.00	£89.00
Fire Alarm/Smoke Vent Repairs	£250.00	£60.00	£250.00
Fire Alarm/Smoke Vent Service	£241.68	£228.00	£245.00
Sprinkler System Annual Service	£152.64	£150.00	£155.00
Sprinkler System Repairs	£100.00	£0.00	£100.00
Electrical Repairs	£200.00	£200.00	£200.00
PAT Test	£20.00	£17.70	£20.00
Washer/Dryer Valeting	£80.00	£80.00	£80.00
Fire Door Inspection	£600.00	£0.00	£0.00
General / Site Repairs	£650.00	£114.00	£650.00
<i>Insurances</i>			
Out of Hours Service	£118.64	£118.64	£122.24
<i>Sundries</i>			
Stationery, Printing, Postage	£36.80	£36.80	£36.80
<i>Reserves and Cyclical Repairs</i>			
Electrical Installtion Condition Report	£60.00	£60.00	£60.00
<i>Professional Fees</i>			
Health & Safety Risk Assessment	£181.66	£181.66	£181.66
Management Fees	£1,266.84	£1,266.84	£1,311.18
Accountancy Fees	£288.00	£150.00	£150.00
Total Annual Expenditure	£6,710.10	£4,972.44	£6,025.68