

SERVICE CHARGE BUDGET 2026/27



Property: Westwood Industrial Estate, Continental Approach, Margate, CT9 4JL

Managing Agent: Engine Works Park Limited

Service Charge Period: 1 April 2026 – 31 March 2027

SERVICES PROVIDED

The service charge covers the cost of maintaining and managing the common parts of the Estate for the benefit of all occupiers. Services typically include:

- **Estate maintenance:** roads, pavements, landscaping, fencing, signage
- **Repairs and lighting:** estate lighting, gates, bollards, communal fixtures
- **Security:** CCTV and/or patrols (where applicable)
- **Insurance:** building/estate insurance and public liability for common areas
- **Cleaning and waste:** road sweeping, drains, litter removal, graffiti removal
- **Management fee:** administration of the service charge
- **Reserve/sinking fund:** contributions towards future major works (e.g. resurfacing)

ANNUAL BUDGET (2026/27) - £70,000

ITEM	BUDGET	% OF TOTAL
Estate maintenance	£18,000	25.7%
Lighting & electrical repairs	£7,500	10.7%
Security	£12,000	17.1%
Insurance (estate only)	£9,000	12.9%
Cleaning & waste removal	£5,500	7.9%
Management fee	£10,000	14.3%
Reserve fund contribution	£8,000	11.4%
Total	£70,000	100%

PAYMENT TERMS

- Payments due on the usual quarter days (25 March, 24 June, 29 September, 25 December)
- Annual audited reconciliation provided – surpluses credited, deficits recharged
- VAT will be added where applicable

TENANT CONTRIBUTIONS

Service charge contributions are apportioned according to the size of each unit relative to the Estate's total lettable area.

- **Total lettable area:** 126,000 sq ft
- **Example:** Unit 10 (2,000 sq ft) = 1.59%
- **Contribution:** 1.59% of £70,000 = £1,113 per annum
- Contributions are payable quarterly in advance

NOTES

- Budget is an estimate and may vary.
- Copies of invoices and supporting documents can be provided on request.
- Insurance premiums are subject to market conditions and insurer terms.



The service charge has been set up in line with the RICS "Service Charges in Commercial Property, 2nd Edition (June 2025)" professional guidance.