Dear Leaseholder December 2024

The Committee have produced an end of year report which we'd like to share with the leaseholders, it contains a summary of the main issues that we have been addressing this year.

1. Leaking Flat Roof

Two flat roofs are currently leaking:

- flat roof on 3rd floor above flat 11
- flat roof on the 4th floor above flat 17.

As one of the leaking roofs is causing internal damage to one of the flats, it was hoped that the roof works would be able to proceed with more urgency so we asked leaseholders whether we could waiver the complete Section 20 process. Unfortunately, not all leaseholders supported this view and did not provide their approval to waiver the full Section 20. A full section 20 is now in progress for the works, with the works scheduled to start early in January.

2. Garage Pedestrian Door

The garage pedestrian was originally installed in May 2023 but degraded very quickly. A replacement door has now been fitted but is the wrong colour.

Jonathan Rolls are arranging for the door to be replaced but in the correct colour to match the roller door.

3. Intercom System

The previous intercom system was old and had lost a lot of its functionality and needed replacing, the Section 20 process was used for the replacement intercom system.

The new Intercom system is currently being installed, the works should be fully complete in January.

4. Lift System (Kone)

During the transfer of the contract for Kone from our previous agent, Stuart Radley, to Jonathan Rolls, a few issues were encountered including deleting the facility for the emergency landline phone within the lift cart.

There is now a working landline in the lift cart.

5. Storm Damage in February 2024

The storm in February caused a cement board / soffit to break off and, in doing so, also damaged the flue to a boiler in one of the flats.

All repairs were arranged, including testing for asbestos on the broken cement board. Fortunately, no asbestos was detected.

6. Fire Door Survey

IDM performed a fire door survey in early 2023, they raised several issues, both within the communal areas and for each flat. IDM also quoted for the remedial work, but their charges were excessive and the committee have since been reviewing alternative options.

A different contractor has now been commissioned to perform the works required for the communal areas, these works should be starting in January 2025. The committee are currently reviewing the

recommendations for the individual flat doors and Jonathan Rolls will provide more detail on this in 2025.

7. Fire Information Box

It is now a legal requirement for existing high-rise residential buildings, such as Kingsley Court, to have a secure fire information box installed on their premises. Kingsley Court qualifies to be classified as a high rise building because it has at least 7 storeys.

The committee provided all the information required for the Fire Information Box. The committee had received a quote for £1800 + VAT for doing the same work but we decided we could make significant cost savings to leaseholders by doing the work ourselves. The Fire Information Box has now been installed near the front of the building.

8. Fire Assessment Report

A fire Assessment Report was received in September 2024.

The committee are currently reviewing the report.

9. Dry Riser Maintenance

Dry risers are required to have a visual inspection every 6 months, and a full wet test annually in order to comply with BS9990 regulations. The dry riser maintenance testing appeared to have been overlooked.

A successful Dry Riser test was performed in July 2024 and the porter now has it included on her checklist to do the visual inspection every 6 months.

10. Porter's Phone

The porter was unhappy that her private mobile number was being given to service personnel by Jonathan Rolls as the previous Kingsley Court porter's mobile contract had ended.

The Committee arranged for a new Sim at £5 p.c.m. for the porter's phone and the porter is happy with the solution.

11. Surge Protection

An electrician installed the wrong surge protection in March 2023 as part of his electrical safety works. He installed Type 2 whereas it should have been Type 1. A different electrician subsequently reviewed the lightning protection in July 2024 and noticed the incorrect surge protection, so replaced it with a Type 1.

There are several issues that the committee are now grappling with:

- Jonathan Rolls should have given the opportunity to the first electrician to correct their mistake.
- The second electrician was made aware that the original incorrect surge protection had been recently installed, he shouldn't have immediately replaced but questioned it.
- Jonathan Rolls should have consulted the committee about the additional expenditure and should not have commissioned the replacement surge protection work with a different electrician.

The committee have now agreed that Jonathan Rolls should approve all expenditure and Jonathan Rolls are still considering whether any compensation should be paid to Kingsley Court for the additional expenses involved.

12. Annual Accounts

The annual accounts were sent to all leaseholders in September 2024 without any liaison with the committee.

It has now been agreed that the draft accounts will sent to the committee for approval and comment before sending to the leaseholders.

13. Building Insurance

There has been uncertainty as to the liability for damage from one flat to another, e.g. water ingress.

It was agreed that if a similar situation arises in the future, the current building insurance excess of £500 should be paid by the leaseholder, whose flat has caused the issue. Jonathan Rolls will send a note to all leaseholders, notifying them of this. All leaseholders should turn the water off at the stopcock when leaving their flat for a notable period.

Kingsley Court Committee

We would still ask leaseholders to consider whether they would like to be a volunteer Director on the Committee. Tim will be leaving the committee in 2025 leaving Rhian as lone director, which is not something she wants to do.

Should this be of interest, or you have any queries, please contact Jonathan Rolls or the committee to discuss further.

We hope you all have a Merry Christmas and Happy New year!

Best wishes,
Kingsley Court Committee