

Windsor Drive (HW) Man Co Ltd

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Keep In Touch

This newsletter is one way off keeping in touch with all our owners & residents. For this reason we suggest you keep hold of your copy as it contains some useful information and contact details.

Local Services Guide

Window Replacement

APS windows
01494 814139

Electricians

Ellis Robinson
07551 257446

Phil Brooks
01494 711949

End-of-life vehicles

ASM (Aylesbury)
01296 337711

Cleaning

Absolute Cleaning
Services UK
01494 842020 /
07900 354174

MANAGEMENT Co CONTACTS

David Winterburn (Director & Co Secretary) - Flat 68
Tel: 01494 463107 Mob: 07762 003055
E-mail: david@windsordrive.co.uk

Andy Cole (Director) - Flat 56
Tel: 01494 442191
E-mail: andy@windsordrive.co.uk

Terrie Smith (Finance & Administration) - Flat 103
Tel: 01494 445816 / Mob: 07720 383535
E-mail: terrie103@btinternet.com

Susan Horsnell (Committee Officer) - Flat 82
E-mail: sue@windsordrive.co.uk

Committee Members: [Keith Holland](#), [Mike Fincham](#),
[Chris Dunne](#)

Join our What's App Group on 07762 003055



GENERAL CONTACTS

Martyn Bradshaw (Construct & Maintain Ltd)
01494 712139 / 07798 897039 (Emergency Contact Only)

Buildings Insurance

Steve Cox , Business Account Manager

Alan Boswell Insurance Brokers Ltd
01603 218031 / 07766 715654

*** Please inform Windsor Drive (HW) Freehold Ltd before making a claim - Contact details can be found on page 5. ***

Buckinghamshire Council

Switchboard 01296 395000
Highways on call—Potholes / Streetlights etc. 0845 230 2882
Coronavirus Support 01296 395000
Noise Nuisance (Environmental Health) 01494 412 247
Waste & Re-cycling (Missed Collections) report via:
<https://www.buckinghamshire.gov.uk/waste-and-recycling/report-a-missed-bin-collection/>
Main Web site: <https://www.buckinghamshire.gov.uk>

Police

101 (Non Emergency number)
999 or 112 Emergency or Crime taking place

Ambulance / Fire

999 / 112

Windsor Drive (HW) Man Co Ltd

Issue 24

Summer
2022
Mini Edition

WINDSOR DRIVE



Hello,

Welcome to the Summer 2022 estate newsletter.

We are at the start of a new year for our service charges, ground rent and buildings insurance. For those of you who are flat owners this newsletter will have come along with your annual invoices. While bills are often not welcome our service charges have remained unchanged again!

David Winterburn, WD Man Co

Looking after the Stairwells

We carry out re-decoration of the stairwells in each block every four years. Recently we have replaced the external doors and put numbers on the stairwell doors. The numbers are to assist visitors and delivery drivers many of whom have been a bit lost in the past! We also have now put fire retardant strips round all the fire doors to the stairwells. In the unlikely event of a major fire in a block these will help protect property and importantly people escaping the building.

The external doors to the blocks should be kept closed at all times. The latches are provided to assist residents in getting bulky items in and should not be left open especially overnight. Doing so can attract unwanted visitors both human and animals to enter the blocks. If there is heavy rain the carpets can also get soggy if the door are left open. If you are a ground floor resident please do your bit to help. **Thanks!**

Waste & Re-cycling

There are two bin stores provided on Windsor Drive. The smaller store at the top of the road is mainly for residents from Flats 1—36 while the larger store at the bottom of the hill is for all other flats. The following is a guide to on-site facilities. If a bin is full bin then use another!

Blue Bins - Mixed Paper and Cardboard (No Bags!)
Red Bins - Tin Cans, Glass, Foil & Plastic bottles (No Bags!)
General Waste - This should be deposited in the green & black bins.
Missed bin collection? - Report via:

<https://www.buckinghamshire.gov.uk/waste-and-recycling/report-a-missed-bin-collection/>

Your Estate Guide (1)

Service Charges, Ground Rent and Buildings Insurance

The service charge year starts on 1st July 2023. If paying by instalments all accounts should be fully paid by the end of May 2023. Your statement issued in July 2022 will show the outstanding balance for payment this year. Should you have any queries or issues with making payments contact our bookkeeper now. That way things can be sorted out sooner rather than later without building up further arrears.

The charges are paid by all flats owners and if you are a tenant this is paid on your behalf by your landlord. Since the millennium the charges for most flat owners have only increased by £60 per year over 21 years! The current service charge year runs from 1st July 2022 to 30th June 2023. New bills and statements are included with this newsletter for flat owners.

Contact our bookkeeper Terrie Smith for more information.
E: terrie103@btinternet.com / Tel: 01494 445816 Mob: 07720 383535



No Smoking in common areas

No smoking legislation has been in place since 2007. While it does not cover what you can do within your own flat it applies to all common areas.

The rule of thumb for deciding an enclosed area for the purpose of the law is 3-sides enclosed or more. For us that means all stairwells, common areas, garages, sheds etc. Please do not smoke immediately outside any of the buildings.

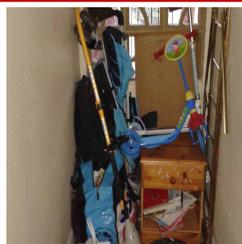
A golden rule for smoking outside is not within 5 metres of any building.



A New Broom sweeps clean....

Our cleaners work hard to try and keep the stairwells clean. Please try not to walk mud in as not only does this make the blocks look scruffy, it makes it difficult for the cleaners and can be walked into other flats ruining carpets and flooring.

Please take off those muddy boots and shoes!



Balconies, Air Vents, Common and lobby areas

These areas must be left clear at all times. No items left outside the front door, no locks on any fire door or cupboard and no blocking of the vents.

All areas must be kept clear for safety

Your Estate Guide (2)

Maintaining the estate... Windsor Drive Management Co

The management company are here to look after your estate. We arrange many works throughout the year both scheduled such as internal and external decorations and emergency repairs where for example there has been damage to the building, a water leak in the garage, stairwells or roof.

Beyond arranging and managing the work that takes place throughout the year we also assist residents where possible for issues within and outside of their flat.

Noisy Neighbours!

Living in flats we are literally on top of each other! For this very reason noise be it from raised voices, music, D.I.Y can easily be heard in an adjoining flat disturbing your neighbour.

Please try and keep noise to an absolute minimum, no shouting, no loud music and keep D.I.Y. to daytimes only so everyone can enjoy an evening at home.

If you do find there is noise from a neighbouring flat try and have a careful word with them. At the management company we'll help where we can but noise is an issue best dealt with by neighbours.

Windsor Drive (HW) Freehold Ltd

Estate, Land & Buildings owners

The freehold company are responsible for permission to....

- Sub-let a flat
- Replace windows
- Fit any external structure (e.g. Aerial or dish)
- Make any alterations
- Extend your lease

Contact details...

Windsor Drive (HW) Freehold Ltd,
PO BOX 988, Naphill,
High Wycombe, HP14 4ZN
Tel: 07961 - 007351
E-mail: windsordrivefreehold@yahoo.co.uk

Dogs and other pets on the estate

Dogs and other pets are not specifically banned under the terms of our leases and some tenancy agreements. However, there is provision that if a pet causes a nuisance to another resident the freeholder has the right to ask for that pet to be removed from the estate.

On that basis please keep your pet under control at all times and clear up any mess.



Loft Inspections

Over the summer & Autumn our team will be visiting all top floor flats to check the loft space. This is to check there are no items stored within and also that there are no obvious leaks in the roof. If you have items within the loft space please remove them now as this is a fire safety requirement. A recent fire in flats at Bedford has shown us how important this can be.