



Kings Hill Residential Estate Management Company Ltd

Residential Estate Charge Budget

01 January 2026 - 31 December 2026



OVERVIEW

Kings Hill Residential Estate Management Company Limited (KHREMCL) is responsible for the ongoing maintenance of the majority of the communal residential areas at Kings Hill. Residents of these areas are required to contribute towards the cost of the upkeep. On the completion of your property purchase, you will have signed a Deed of Covenant which sets out your obligation to pay the annual estate charge. The estate charge is capped by a formula found in the deed of covenant and is linked to the Retail Price Index.

There are currently 2,712 houses completed and sold on Kings Hill (Phase 2, 3 and 5) as at 1st January 2026 that are due to pay this fee. Please note that if you receive an additional estate management charge from another company, this is separate from this fee and there is no doubling up of services. The other estate charge is usually set up by the house builder of your home. Please contact them for further information.

The fee for 2026 is £385.00 plus VAT totalling £462.00. This is a 4.05% increase from 2025 and is £112.00 less than the maximum allowed to be charged based on the formula detailed in your deed of covenant. Details of the 2026 budget can be found in the income and expenditure report below.

The key services we cover are:



Providing and maintaining shrubs and trees on communal land



Maintaining and caring for the mature and new landscaped areas



Mowing communal areas of grass



Provision and emptying dog and litter bins and 7 days a week litter picking



Playground equipment maintenance and replacement



Providing and maintaining signage



Winter road treatment for main distributor roads in the residential area

The purpose of this estate charge pack is to explain;

1. key contacts
2. payment details
3. each aspect of the core services provided for the residential estate
4. detailed expenditure report providing a breakdown of specific services, and associated costs

KEY CONTACTS

Invoice Payment Queries	Helen Burgess Zoe Brooker	01732 792374 01732 792368
Estate Queries	Emma Cottee Susan Davies	01732 792356 01732 792340
Email	enquiries@kingshillmanagement.com	This mailbox is monitored by members of the Kings Hill Management Ltd team, and as such queries will be dealt with by the appropriate member of staff. If contacting KHREMCL by email, you should expect a response within 3 working days.

HOW TO PAY

Direct Bank Transfer (preferred method)	KHREMCL Sort Code: 20-54-29 Account No: 90260363	Please use your invoice number or resident ID (Account ref:) from the invoice in the reference box to enable us to allocate your payment to your account.
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Alternatively, we do accept the following:

Card Payment	Visa & MasterCard (debit & credit)	Please email: accounts@kingshillmanagement.com with your resident ID (account ref:) and we will send you a link to pay your invoice by card.
Cheque	Payable to KHREMCL	Please write your resident ID (account ref:) or address on the reverse or we may not be able to allocate your payment to your account.
Please send to:	Kings Hill Residential Estate Management Company Ltd c/o Kings Hill Management Ltd 5 Liberty Square Kings Hill, West Malling Kent ME19 4AU	Please note that KHREMCL cannot accept cash payments or offer receipts on delivery. If a receipt is required, this will be sent under separate cover via email.

CORE SERVICES OVERVIEW

Management

Management Fees

The company has no direct employees however the management fees are an apportionment of the salaries paid to Kings Hill Management Ltd (KHML). The costs apportioned to KHREMCL are based on time spent managing the residential estate and administering the estate charge. KHML are based on site and have unrivalled knowledge of Kings Hill with over 65 years experience of the development and have a full time presence on site.

Accounting Fees

The financial statements of KHREMCL are audited annually, plus there are additional accounting costs incurred for the preparation and submission of the tax returns. The costs for the accounts system used for KHREMCL is included in these costs.

Site Management Resources

These costs relate to office and administrative expenses incurred in running the Company. They include postage, stationery, and an allocation of overhead costs such as rent, rates and utility costs recharged from KHML.

Utilities

Electricity

The company has appointed an energy consultant, Optimised to secure the best possible contracts in the market, negotiate the most competitive prices with various energy suppliers and monitor the consumption. The electricity supplies for the residential estate provide LED lighting in the ball park, the Guardian sculpture, pedestrian footpaths on Braeburn Way, Limelight Walk, Laxton Walk and the new greenways from Warwick Way and Edington Way. LED street lighting on the new residential roads and the lighting within Orchard park. Costs for lighting any communal residential areas managed by KHREMCL and not adopted by the local authority are also included.

Soft Services

Security Equipment

The company owns and maintains ANPR cameras, CCTV and mobile speed devices which enhance security and safety at Kings Hill.

Please note that KHREMCL does not make any contribution to the operational costs of Kings Hill Security. This company is paid for by the commercial and retail estate management companies. During 2026 time spent by the existing security team enforcing the parking restrictions in the residential area will be charged to KHREMCL. The areas monitored by the team include all the unadopted roads with restrictions plus the car parks adjacent to Orchard Park.

Cleaning and Environmental

Daily litter picking is carried out across the residential estate, and all site furniture such as bus shelters and benches are cleaned regularly. As the residential area has increased, there is an operative in attendance every day to provide a comprehensive litter picking service to the residential development.

The maintenance of the communal landscaping including mowing, weeding, pruning, tree works and the replanting of any failed items within the residential estate is included within this category. A contingency is also included for winter gritting and snow clearing on the main residential roads.

There are 70 dog bins, plus bag dispensers in some locations, which are serviced and maintained at least twice per week.

CORE SERVICES OVERVIEW

Hard Services

Mechanical & Electrical Services

Maintenance of residential street lighting on unadopted roads, within Orchard park and some greenways includes inspections and any resulting maintenance or re-lamping. The contract is an all-inclusive one which means that any re-lamping costs are met within the fixed price contract. A contingency for other repairs is also included.

Fabric Repairs & Maintenance

Included in this category is the maintenance of playground equipment across six different areas (Gibson Drive, Tiffen Way, Emerald Walk, Melrose Avenue, Waterloo Walk and Orchard Park) plus the ball park. Weekly visual inspections are undertaken for safety purposes with more detailed independent monthly inspections carried out so that any planned or reactive repairs are identified and implemented. An annual, independent inspection is also carried out to ensure the safety of all equipment in the play areas. This category also includes a provision for the repair to the bus shelters within the residential estate.

Insurance

All Risks Insurance Cover

The insurance cover is for public and property owner's liability.

Exceptional Expenditure

Major Works

In order to maintain and enhance the residential area, items of exceptional expenditure have been included in the budget. The items planned for this year can be found on the detailed page of this pack.

Detailed Income & Expenditure Report 2025 Actual V 2025 Budget

	Estate Charge Actual 2025 £	Estate Charge Budget 2025 £	2025 Actual v 2025 Budget £	2025 Actual v 2025 Budget %	Notes
INCOME					
Estate Management Fee Income	(952,395)	(931,722)	(20,673)	2.22%	We received a higher number of deeds compared to forecasted house sales due to delays from solicitors and this has caused an increase in fees collected in 2025 compared to actuals. We had budgeted to use some of the reserves but actual costs were less than budgeted and with the savings made we have transferred £667 to reserves. Interest received was higher than budgeted.
Transfer to / from Reserves	667	(48,569)	49,236	(101.37%)	
Interest (less tax)	(19,810)	(16,000)	(3,810)	23.81%	
Residential area Income	(971,538)	(996,291)	24,752	(2.48%)	
Estate fee Income from Phase 5	(59,387.00)	(77,453)	18,066	(23.33%)	This is a new category from last year of income and costs directly attributable to the houses build in the commercial area of Kings Hill. A proportion of the income from this area is used to contribute to the maintenance of this area including the private commercial roads. The costs allocated are reconciled each year. Due to slower house sales than forecasted and a budget surplus, the actual amounts are less than budgeted.
less Phase 5 contributions to Kings Hill Estate Management Company Ltd	25,425.00	57,375	(31,950)	(55.69%)	
Commercial area Income and Contributions	(33,962.00)	(20,078)	(13,884.00)	69.15%	
TOTAL INCOME	(1,005,500)	(1,016,369)	10,868.42	(1.07%)	
COSTS					
MANAGEMENT					
Management Fees	118,752	118,752	(0)	(0.00%)	Time allocated to manage KHREMCL was in line with the approved budget. Audit fees were budgeted in accordance with the quotes received. Office costs were broadly in line with budget, with a small variance attributable to increased postage costs. A minor amount of legal fees was incurred during 2025, and the remaining legal budget has been carried forward to 2026. The annual general risk assessment was completed under budget, and no additional health and safety works were required.
Audit fees	15,599	15,913	(314)	(1.97%)	
Office costs	47,995	46,528	1,467	3.15%	
Legal Advice	1,489	7,500	(6,011)	(80.15%)	
Health and Safety	425	1,000	(575)	(57.50%)	
Sub Total	184,259	189,693	(5,433)	(2.86%)	
UTILITIES					
Electricity	9,496	15,670	(6,174)	(39.40%)	Further credits have been received in 2025 relating to actual reads instead of estimates reads which were used. We continue to budget for water costs for a fixed supply but are still waiting for the invoices. The costs for water in 2025 are for the water risk assessment.
Water	761	2,066	(1,305)	(63.19%)	
Sub Total	10,257	17,736	(7,479)	(42.17%)	
SOFT SERVICES					
External landscaping	471,304	482,948	(11,644)	(2.41%)	Planting costs were less than budgeted in 2025 causing the main variance in landscaping of £6,563. Further savings were made in snow clearing/ gritting totalling £2,531 and pest control £1,404. Security costs and external cleaning were slightly over budget. Green waste tonnage has not been as high as previous years resulting in a saving for 2025.
External cleaning (inc Dog Bins)	147,129	146,324	805	0.55%	
Security Parking patrols ANPR and CCTV	30,011	29,717	294	0.99%	
Green waste management	20,239	26,262	(6,023)	(22.93%)	
Sub Total	668,684	685,251	(16,567)	(2.42%)	
HARD SERVICES					
Street lighting	25,691	25,694	(3)	(0.01%)	Street light contingency was not fully required in 2025 and was less than budgeted by £1,100. Playground repairs were higher than budget due to a number of the stone steps requiring repair in the amphitheatre in Orchard Park. We also required several emergency repairs to playground equipment which caused over spend within 3 playparks contingencies. These repairs resulted in an overspend of £13,431. This was offset by reduced costs in external repairs and maintenance where contingencies were not required and with the lighting contingency saving totalled £9,342.
Street lighting contingency	3,900	5,000	(1,100)	(22.00%)	
Playground repairs and maintenance	37,105	23,674	13,431	56.73%	
*External repairs & maintenance *(Includes Paving, Signage, White lining, replacement dog bins)	9,880	18,122	(8,242)	(45.48%)	
SIDs repairs and maintenance	8,082.84	3,122.00	4,961	158.90%	
Sub Total	84,659	75,612	9,047	11.97%	
INSURANCE					
Property / infrastructure insurance	21,805	21,618	187	0.87%	Insurance costs were slightly more than budgeted as the costs were higher than predicted by the broker.
Sub Total	21,805	21,618	187	0.87%	
EXCEPTIONAL EXPENDITURE					
Updating interactive map for the residential area	7,240	10,000	(2,760)	(27.60%)	We have been progressing the website during 2025 and, together with the wetpour replacement at Melrose Park, this work was delivered under budget. The horse gate was also completed as planned. The provision of additional litter bins was not completed in 2025 and has therefore been included in the 2026 budget. There were also some unbudgeted requirements in 2025, including works totalling £6,595 at Orchard Park for play park repairs, which covered ducting and measures to deter vandalism on the Slices of Peace sculpture.
Horse gate to stop motorcycles Clear Heart Lane bridal path	6,060	6,060	(0)	(0.00%)	
Additional Litter Bins	-	2,000	(2,000)	(100.00%)	
Melrose Park Wetpour replacement	6,337	8,400	(2,063)	(24.56%)	
Weldmesh fencing	4,841	-	4,841	100.00%	
Orchard Park play area repairs	3,165	-	3,165	100.00%	
Electrical ducting - orchard park	2,045	-	2,045	100.00%	
Replacement item for tamper alarm for Orchard Park	1,385	-	1,385	100.00%	
Bollard Lighting - Laxton Walk	4,133	-	4,133	100.00%	
Asbestos Removal - Woodland Walk	630	-	630	100.00%	
Sub Total	35,837	26,460	9,377	35.44%	
TOTAL COSTS	1,005,500	1,016,369	(10,868)	(1.07%)	

Detailed Income & Expenditure Report 2026 Budget V 2025 Actual

	Estate Charge Budget 2026	Estate Charge Actual 2025	2025 Actual v 2026 Budget	2025 Actual v 2026 Budget	Notes	
	£	£	£	%		
INCOME						
Estate Management Fee Income	(1,006,069)	(952,395)	(53,674)	5.64%	The budget includes a 4% increase in fees for 2026 to help cover rising costs, together with the impact of a number of new houses forecast to be built and sold. As no reserves were used in 2025, a transfer of £46k has been budgeted to contribute towards these increased costs. Interest rates have decreased and, as a result, a reduction in interest income is anticipated.	
Transfer to / (from) reserves	(43,508)	667	(44,175)	(6,627.12%)		
Interest (less tax)	(8,000)	(19,810)	11,810	(59.62%)		
Residential area Income	(1,057,578)	(971,538)	(86,039)	8.86%		
Estate fee Income from Phase 5	(96,154)	(59,387)	(36,767)	61.91%	This is a new category from last year of income and costs directly attributable to the houses build in the commercial area of Kings Hill. A proportion of the income from this area is used to contribute to the maintenance of this area including the private commercial roads. The cost allocated are reconciled each year.	
less Phase 5 contributions to Kings Hill Estate Management Company Ltd	62,706	25,425	37,281	146.63%		
Commercial area Income and Contributions	(33,448)	(33,962)	514	-1.51%		
TOTAL INCOME	(1,091,025)	(1,005,500)	(85,525)	8.51%		
COSTS						
MANAGEMENT						
Management Fees						
Salaries	128,921	118,752	10,170	8.56%	Time spent on estate management and administration has increased due to the growth in the number of houses and the completion of the election for the "New Resident" Director in January/February. Salaries and associated employment costs have risen accordingly, resulting in an overall increase of 8.56%. Audit costs have also increased due to additional regulatory requirements and higher staffing costs. An increase in financing costs has been forecast. Office-related expenses, including printing and postage, have risen due to election activity and increases in rates, insurance, and other overheads. A contingency has been included for potential legal fees, together with a provision for any health and safety reports that may be required during the year.	
Accounting Fees						
Audit and Tax Fees	14,380	13,200	1,180	8.94%		
Accounts software	466	412	54	13.16%		
Payment Provider Fees	2,087	1,987	99	5.00%		
Site Management Resources						
Office Costs	43,986	39,314	4,672	11.88%		
Printing and Postage	9,240	6,856	2,384	34.77%		
Financing Fees	1,987	1,825	163	8.91%		
Legal Advice	5,000	1,489	3,511	235.87%		
Health and Safety	500	425	75	17.65%		
Sub Total	206,568	184,259	22,308	12.11%		
UTILITIES						
Electricity	14,500	9,496	5,004	52.69%	Electricity costs in 2025 included a number of credits; therefore, the increase shown for 2026 is not directly comparable. However, an increase in electricity costs is anticipated and has been budgeted for in 2026.	
Water	1,863	761	1,103	145.01%		
Sub Total	16,363	10,257	6,107	59.54%		
SOFT SERVICES						
Landscaping and tree maintenance						
External landscaping	487,724	443,265	44,459	10.03%	The landscaping contract has increased by 4.62%, with an additional £30k included to fund planting upgrades where required, including Beacon Avenue and Orchard Park. Further coppicing is planned for 2026 in Forest Way and Crispin Way, with a budgeted cost of £40k. Following the icy weather experienced in January, the snow clearing and gritting budget has been increased to allow for potential additional winter costs this year. A pest control contingency, consistent with 2025, has been included. Litter picking costs include vehicle expenses and increases in staffing and associated employment costs. The national living wage increased by 4.1%. This together with increased employer national insurance and statutory pension contributions has caused the increase. Dog bin clearance costs have increased to allow for ethical waste disposal arrangements. Compound cleaning costs include the emptying and maintenance of the septic tank. Savings have been achieved in jet washing roundabouts. Security patrols will continue in areas where parking restrictions can be enforced and parking presents an ongoing issue.	
Coppicing and tree management	40,000	25,566	14,434	56.46%		
Green waste management	21,600	20,143	1,457	7.23%		
Snow Clearing/Gritting	10,000	2,472	7,528	304.53%		
Pest Control	1,500	96	1,404	1,462.50%		
Cleaning						
Litter Picking	83,774	75,411	8,363	11.09%		
Dog Bin Clearing and Maintenance	60,074	54,917	5,157	9.39%		
Gully and Estate Road Cleaning	9,189	8,821	367	4.17%		
Compound Cleaning	7,588	6,398	1,190	18.60%		
Jet Wash Roundabouts	1,344	1,583	(239)	(15.08%)		
Security						
Security Parking patrols	28,312	27,564	748	2.71%		
ANPR and CCTV systems	2,700	2,447	252	10.31%		
Sub Total	753,804	668,684	85,121	12.73%		
HARD SERVICES						
Mechanical and Electrical Services						
Street lighting	26,461	25,691	770	3.00%	There is a small increase in street lighting maintenance costs in the 2026 budget, with a contingency consistent with 2025 included. Playground repairs and maintenance are forecast to be lower than in 2025, as fewer repairs were identified in the safety audit reports reviewed. The budget for external repairs and maintenance has been increased to cover paving, white lining and replacement of dog bins identified as requiring attention in 2026. Speed Indicator Device (SID) costs have reduced in 2026 compared to actuals, as 2025 costs included monitoring charges for both 2024 and 2025, as well as the purchase of new batteries.	
Street lighting contingency	5,000	3,900	1,100	28.20%		
Fabric Repairs and Maintenance						
Playground repairs and maintenance	28,061	37,105	(9,044)	(24.37%)		
*External repairs & maintenance	25,562	9,880	15,682	158.72%		
*(Includes Paving, Signage, White lining, replacement dog bins)						
SIDs repairs and maintenance	4,362	8,083	(3,721)	(46.03%)		
Sub Total	85,083	84,659	8,507	0.50%		
INSURANCE						
Property / Infrastructure Insurance	21,707	21,805	(98)	(0.45%)		There has been a small increase in the insurance premium. The sums insured have been adjusted in line with advice from our Broker to ensure best practice and adequate cover.
Sub Total	21,707	21,805	(98)	(0.45%)		
EXCEPTIONAL EXPENDITURE						
Stand alone Website inc interactive map	5,000		5,000	100.00%		The interactive map on the www.kings-hill.com website has been undated to include all the new roads and houses last year. The plan for 2026 is to separate this useful tool to a dedicated website for KHREMCL. We did not use the budget last year for additional litter bins so this has been added in again for 2026. Please see previous 2025 Budget V 2025 Actual for a breakdown of 2025 actual costs.
Additional Litter Bins	2,500		2,500	100.00%		
2025 expenditure		35,837	(35,837)	(100.00%)		
Sub Total	7,500	35,837	(28,337)	(79.07%)		
TOTAL COSTS	1,091,025	1,005,500	93,608	8.51%		