

# Estate Regulations

## St Clements House Management Company

### Introduction

The leases which are sold for St. Clements House provide for the directors of the management company to create estate regulations to enable the smooth running of the estate and ensure the flats continue to provide safe, secure and a welcoming environment for everyone who lives here or visits.

Regulations are subject to change and the most up-to-date version can be found on:

[www.rochills.co.uk/estatemangement /StClements House](http://www.rochills.co.uk/estatemangement /StClements House)

### Regulations

**Bike racks:** New cycle racks may be installed in the passageway down the side of the building behind the gates. Racks should match the ones already there and be on the same wall and are installed at the resident's expense. Once installed they will need to have the flat they belong to identified.

**Car park:** Cars must be parked in the designated parking space only.

**Cars** must be roadworthy: Valid MOT, Insurance and road tax.

**Commercial vehicles:** Owners and tenants must not park their own commercial vehicles on site. This is a blanket ban due to the size of the spaces. However, common sense must prevail when contractors are attending during working hours, to carry out maintenance.

**Fire detection:** the fire alarm is serviced and tested 6-monthly.

The smoke alarms and heat detectors in individual flats are tested annually. The cost of this is included in the service charge. At least one month's notice will be provided of the date that the check will take place and owners/occupiers are responsible for making sure access is provided.

**Fire evacuation:** All residents must be aware that the property has an evacuation procedure. Should the fire alarm go off, the meeting area is over the road in the church yard.

***Vulnerable Tenants*** *If you are unable to evacuate the premises - please register with your local fire and rescue service if you have sight, hearing, or mobility issues or if you use oxygen. This will mean a fire crew is made aware of your circumstances in the event of an emergency.*

**For Sale or To Let** signs are only permitted in the window of the particular property.

**Service cupboards** may not be used for storing items.

**Security**

All external and internal doors must be kept shut so that all residents remain safe from intruders and protected from fire.

**Sub-letting:**

Details of tenants must be provided to the managing agent – name(s), telephone numbers and emails. (Rochills have an experienced lettings team should you need this service).

The property must not be rented to more than one family.

The number of people living at the property should not exceed 2 per bedroom.

Last updated: Dec 2016