

Kings Park Estate Rules and Regulations



Comprising of Extracts from the Transfer of Part (TP1) document and additional rules and regulations approved at AGMs, set in the interests of good Estate Management and harmonious living.

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1. Introduction

The whole of Kings Park Estate is protected by various legal undertakings. These in main are contained within the Transfer of Part (TP1) document (This is effectively the main deed for the property) which the bungalows are party to and the Memorandum and Articles of the Company, Kings Park Management Company Limited (Copies available on request).

The covenants contained in the TP1 document help to ensure the estate runs well and always looks its best. This document has been compiled to provide a summary of the TP1 whilst offering practical assistance on matters where permission is required.

The Set Up

Kings Park land is owned by Kings Park Management Company Limited. The bungalows are freehold but there are covenants which must be followed. These are contained within the TP1 document.

Membership of Kings Park Management Company Limited is NOT automatic. You can apply to become a member of the Company by completing an application form available from kpm@kingspark-eastbourne.com or telephone 01323 769978.

There is no charge for Membership but by being a Member of the Company you will be able to attend the General Meeting and have a vote on what is proposed for the year ahead. These Rules and Regulations are also reviewed at the GM so being a Member of the Company is important and we encourage all eligible owners to take up Membership.

Voting at AGM

Where a person is the owner in respect of two or more bungalows, that person shall (where the context so admits) be treated (for voting purposes) as a separate Member in respect of each bungalow he/she owns up to a maximum of five. (Special Resolution 1995 AGM).

Directors

Any person appointed or re-appointed as a Director must be a member of the Company (AGM 1996)

2. Permissions

The “covenants by transferee” element of the TP1 cover various restrictive covenants concerning where permission is required. We summarise these below.

Whatever the application is for it should be made in writing and sent either by email or post to kpm@kingspark-eastbourne.com Kings Park Management Co Ltd, 1 Shannon Way, Eastbourne, BN23 6UA. Verbal applications are not acceptable. Applications will be reviewed monthly at the Directors’ meetings.

i. Erection of a shed or outbuilding:

Written permission must be sought from the Company prior to it being installed. The maximum size allowable is 48 sq. ft. e.g. 6ft by 8ft. The base must not exceed the size of the outbuilding or shed.

ii. Planning Permission:

Any development or extension whatsoever must have written approval from Kings Park Management Company Limited?

There are strict requirements both from the local authority (Planning and Building Regulations) and the Company itself which will always endeavour to ensure the overall appearance of the estate as a whole is not undermined.

Any contractor employed by an owner must produce written evidence of adequate insurance. It is the responsibility of the owner if their contractor causes any damage to Company property or property of other owners.

For more information and full details on acceptable development please outline in writing your proposals as the first stage

iii. Commercial vehicles, motorhomes, caravans, trailers, boats:

The above vehicles **MUST NOT** be kept on the Estate without permission from the Company.

iv. Long lets:

The Board must be informed of long lets. There is an application form to be completed detailing the tenants' details. All future tenancy agreements in relation to bungalows on the estate must refer to and incorporate the covenants in the TP1 form and any other rules and regulations which apply to owners of bungalows and residents on the estate, to the extent determined by the Board of Directors from time to time.

V. Holiday lets and Airbnb

- a) the terms and conditions of any holiday lettings (including Airbnb) of bungalows on the estate shall include an undertaking to comply with the rules and regulations of the estate, including the covenants in the TP1 form, to the extent determined by the board of directors from time to time.
- b) bungalow owners must submit to the office, a document agreeing to the above undertaking, signed by any holiday tenants before they come to stay.

vi. Selling of a Bungalow:

Any proposed sale must be notified to the Board of Directors in writing prior to it being placed up for sale. There is a requirement within the TP1 document that all incoming owners **MUST** enter a Deed of Covenant with the Company at the time of becoming an owner i.e., prior to completion. Signing the Deed of Covenant retrospectively will be more expensive to administer.

vii. Bottled Gas

Permission must be obtained from the Company before installing gas central heating. All gas bottles must be stored in a locked shed, suitably marked with the legally recognized "Danger" sign clearly visible. All gas boilers and central heating systems (bottled or natural) must be inspected annually by a registered Gas Safe engineer and a certificate lodged in the office. (AGM 2006)

viii. Night Storage Heaters

Due to capacity with the electricity supply no permission will be granted for night storage heaters. Existing systems are not affected.

ix. Electric Central Heating

Permission is required from the Board of Directors before an electric central heating system is installed. This will ensure there is adequate capacity.

x. Fences

Fences can be erected subject to permission. There are strict conditions to maintain uniformity on the estate. The fences must be white picket or chain link in style and no more 2'6" high. (AGM 1999). At the (GM 2019) and amendment was made that fences may be up to 3ft in height, subject to the normal process for the approval of plans.

xi. Rental of additional land

A maximum of 5ft of land to the front, rear, and side (if available) can be rented on an annual basis. The conditions of rent are governed by strict conditions.

xii. Borders

Narrow borders are permitted along the side of footpaths not more than 10inches wide. Small plants are permitted but shrubs are not. This concession relates to footpaths leading to bungalows and not main footpaths.

xiii. Vehicles

Vehicles parked on the estate and belonging to residents must display a parking permit obtained from Kings Park office. At the 2021 AGM an amendment was made to the above rule, and this is now a mandatory requirement. At the 2022 AGM an amendment was made that the parking permit must be displayed in the windscreen of your vehicle and a fine of up to £50 may be imposed on any resident not displaying a King's Park parking permit in the windscreen of their vehicle.

3. Obligations and Covenants

- i.** At all times to keep the bungalow on the land insured against loss or damage by fire and all other usual risks. The sum insured is the responsibility of the individual owner, and it is their responsibility to ensure it is enough to cover any losses. A copy of the policy must be sent to Kings Park Management Co Ltd within 14 days of renewal.
A first and second reminder will be sent at no charge. The 3rd and ANY subsequent letters or communication made in connection with ensuring the property is insured will be chargeable at £25 per communication.
You MUST inform us immediately if the policy is altered, affected, or terminated.
- ii.** ANIMALS: Not to bring, keep or allow on the estate or in the bungalow any dog or other animal unless it is always under proper control and not a nuisance in any manner to other bungalow occupants. Dogs must always be kept on a lead, including between the bungalow and a vehicle. Any fouling must be cleared up immediately and disposed of by the bungalow occupiers. At the 2019 AGM an amendment to the above was passed that restricts owners, holiday makers and

those renting properties be allowed no more than two dogs per bungalow. At the 2021 AGM a further amendment was passed that a fine of up to £50 may be imposed on any resident who allows their dog(s) to foul on the estate and does not clear it up. At the 2022 AGM a further amendment was passed that the length of dog leads used on the estate shall be limited to three metres.

- iii. To keep the bungalow and any outbuilding in a good state of repair and decoration and compliant with all statutory requirements.
- iv. Payments of service charges, utilities and permissions are the responsibility of the owner/s of the property and must be made in the time and manner specified, failure to comply will result in increased costs and charges.
- v. The Board of Directors and or Managing Agents, if requested should be allowed access with 48 hours' notice having been provided, to assess the condition and repair if deemed necessary. The findings of such inspection to be made known to the owner along with a request for repair, which must be completed within three months

4. General Rules

- i. No rubbish to be deposited anywhere on the estate other than designated refuse stores
- ii. Refuse: Domestic refuse and recycling must be bagged and deposited within the appropriate bins inside the bin houses.
- iii. Any other surplus goods must always be disposed of by the bungalow owner off the estate and the area around the bungalow kept clean and tidy.
- iv. No auction to be held anywhere within the Estate
- v. Owners are asked not to feed seagulls or pigeons.
- vi. Ball Games: With exception of small children, the sports field should be used for ball games and noisy or boisterous activities. However, hard ball games are not permitted.
- vii. Building Alterations: Any alterations to the exterior of the bungalow, including the erection of satellite dishes, must obtain written permission from the Company.
- viii. Company Land: Plants, shrubs, trees, paving slabs, plant pots, garden ornaments, rotary driers, goods, and items of any kind placed on Company land will be removed at the owner's expense.
- ix. Vehicles – See Permission Requests.
- x. Laundry: Rotary lines and clothes dryers are allowed on the owners' freehold land, subject to prior permission from the Company. Washing lines of any description are forbidden.
- xi. Not to place any sign or advertisement on the exterior of the bungalow or any land.
- xii. No satellite or TV aerial is to be installed without the permission of the Board
- xiii. All bungalows must have their own separate TV licence.
- xiv. All gardens must be maintained to a good standard, such standard to be at the Boards sole discretion.
- xv. The speed limit is a maximum of 10mph on the whole of Kings Park Estate.
- xvi. Pets must be kept under control. Dogs must always be kept on a lead and that the length of dog leads used on the estate shall be limited to three metres
- xvii. Any fouling must be cleared up immediately. A fine of up to £50 may be imposed on any resident who allows their dog(s) to foul on the estate and does not clear it up.
- xviii. The Board strongly advise that all bungalows are equipped with suitable smoke detection devices along with fire blankets. Soft furnishings, where the property is let are legally required to meet British standards (BS7177).

xix. All vehicles must display a Kings Park Parking Permit, be roadworthy, MOT'd and insured.

The parking permit must be displayed in the windscreen of your vehicle and a fine of up to £50 may be imposed on any resident not displaying a King's Park parking permit in the windscreen of their vehicle. (AGM 2022).

xx. No Car repairs to be carried out on the estate except minor repairs to the bungalow owner's own vehicle (AGM 1997)

xxi. There is no allocated parking. Parking is on a first come first served basis. Every bungalow is allowed one car. Owners can apply for permission for a second car. There is a charge of £25 per annum. The maximum number of cars permitted is two per bungalow. As per the AGM 2009 a third vehicle will NOT be given permission. It is mandatory to display a Kings Park Permit. (AGM 2021) The parking permit must be displayed in the windscreen of your vehicle and a fine of up to £50 may be imposed on any resident not displaying a King's Park parking permit in the windscreen of their vehicle. (AGM 2022).

xxii. No boat, caravan trailer or large commercial vehicle is to be parked anywhere on the estate. (Unless with permission from the board)

xxiii. Permission must be obtained for heating and for LPG.

xxiv. To be considerate to your neighbours and not do anything that may be considered a nuisance or annoyance.

xxv. Washing lines are not permitted. Subject to permission from the Company rotary lines are acceptable only within the bungalows own grounds and where it will not pose a nuisance to a neighbouring bungalow. Sockets for rotary lines must be positioned where they will not interfere with the grass cutting. (AGM 2000)

xxvi. No washing to be left out overnight.

xxvii. Music and sound transmitting equipment should not be used between 11pm and 9am to be audible anywhere outside of the bungalow.

xxviii. No sheds, fences or building should be erected without written permission from the Board.

xxix. The riding of E-scooters anywhere on the estate is prohibited. (GM 2019)

xxx. The riding of bicycles, skateboards, and all other forms of transport (other than mobility aids) on the footpaths on the estate are prohibited. (GM 2021)

xxxi. All invoices must be paid within 28 days of invoice date. Only one late payment reminder will be sent. Each further communication will incur a £25 surcharge.

5. Facilities and Utilities

Electricity

- 1) The electricity meters in the bungalows, which always remain the property of the Company, shall not be altered or in any way interfered with by the residents or other occupants.
- 2) The Company reserves the right to enter the premises on reasonable notice for the purpose of reading, checking, altering, repairing, or replacing the meters or carry out any work in connection with them.
- 3) Any damage to electricity meters and loss of payment is the responsibility of the bungalow owner and must be made good by them.
- 4) Action to involve the police **WILL** be taken if a meter has been damaged or tampered with.

Water

All bungalows are fitted with an individual water meter and accounts will be submitted quarterly. Kings Park Management Co Ltd is responsible for the supply of fresh water to bungalows and the removal of sewerage from the bungalows. If hose pipes are used, they must be stored away after use (9th AGM 2002).

PLEASE NOTE: Any leaks or burst pipes noticed anywhere on the Estate should be reported to Kings Park Management without delay.

Kings Park Hall

Kings Park Hall is intended for use as an amenity for owners, their visitors, and outsiders as appropriate.

This is a "No Smoking" area.

Alcohol is not allowed except on certain social occasions when wine or beer may be brought in for personal consumption.

6. Application forms

1. Planning – list requirements
2. Vehicles – list requirements
3. Sheds – List requirements
4. Long lettings permission
5. Additional land permission
6. Gas Bottles

1. Planning request permission

The Board of Directors are required to provide permission for alterations to the bungalows. This permission will be in addition to any statutory permission required from both Building Control or Eastbourne Borough Council planning department and the Trustees of the Chatsworth Estate.

We appreciate that at this stage you may not have any formal plans drawn up. However, the more information you can provide at this stage will allow us to consider your application as fully as possible.

The list below should be used as a guide, feel free to add any additional information to assist with this permission request.

- A sketch plan of the current footprint of the building (Copies available from Kings Park office)
- A sketch plan of the current footprint AND proposed extension
- Photographs of the elevations where the proposed extension is to be situated

You should be aware that any extensions to a bungalow must not exceed 1650mm (5ft.6ins) to the front of a bungalow i.e., from the lounge window and 2400mm (8ft) to the rear of a bungalow (End of Season Meeting 1997). Maximum height for pitched roofs is 3.962 metres (13ft) with a maximum roof pitch of 17.5 degrees. The colour of the tiles must be the same as adjoining and nearby Bungalows.

Any alterations outside the building line must also have written planning permission from Eastbourne Borough Council and approval from the Trustees of the Chatsworth Estate.

Once planning permission has been obtained from the Board of Kings Park Management Co. Ltd. for any building work, failure to commence any such work within twelve months from granting of the permission will require a further application for new permission, which will not be given automatically (Ordinary Resolution AGM 2002).

Any building work or any exterior alterations to the fabric of a bungalow must be completed within twelve months from the start of work. There will be a charge of £100.00 per month for work not completed within twelve months and legal action will be taken to enforce this with the legal fees being the responsibility of the owner of the bungalow.

Consideration should be given to neighbouring bungalows. Where there is a loss of privacy the Board reserve their right to refuse permission.

NB: The Board meet infrequently and will consider applications at these meetings. Please ensure you have provided all the above information to avoid any delays in the Board being able to decide.

2. Additional vehicle permission

Not to park any motor vehicle within the Estate except within designated parking areas, nor permit any vehicle to be deposited there on a permanent basis.

There is no allocated parking, parking is on a first come first served basis.

The Deeds permit one car only per bungalow, but this was changed at the 6th AGM 1999 to: - Where there are two cars per bungalow it was agreed at 1999 General Meeting that an annual fee of £25.00 per bungalow, must be paid.

A third vehicle will not be permitted in any circumstances.

All vehicles parked on the Estate must be roadworthy and display a Kings Park blue permit. No vehicle repairs to be carried out on the Estate, except minor repairs to owners' own vehicles (4th AGM 1997). At the 2021 AGM an amendment was made to the above rule and is now a mandatory requirement. The parking permit must be displayed in the windscreen of your vehicle and a fine of up to £50 may be imposed on any resident not displaying a King's Park parking permit in the windscreen of their vehicle. (AGM 2022).

Cars must not be driven over nor parked on the grass. Owners will be held responsible for any damage caused to the curbs, grass, or service pipes even if the damage is caused by visitors, workmen or delivery men visiting their bungalow.

The maximum speed of 10mph to be strictly observed on Kings Park.

3. Permission request for a shed

Permission must be obtained in writing from the Company before putting up a shed or garden building up to a total maximum ground area of 48sq.ft. E.g. 6ft x 8ft excluding gas bottle shed (11th AGM 2004).

Upon accepting any permission that may be provided you undertake to maintain to a high standard the shed and to, at minimum, re-stain/treat the wood at least every two years.

4. Permission for fences

Fences can be erected subject to permission and strict conditions

- The grass within the perimeter of the fence will no longer be cut by the communal ground workers
- The fence must be picket in style painted white and with a minimum height of 2'6" up to a maximum height of 3ft. (GM 2019)
- The fence should not extend beyond the freehold land of the bungalow unless extra land has been rented.
- The fence must be self-supporting and independent from any neighbouring fence
- The fence must be painted at the time of installation and maintained
- The land within the fence must be maintained by you
- The Company reserve the right to remove the fence at any time at the owner's expense if it falls into disrepair.

5. Permission request for additional land

A maximum of 5ft of land to the front, rear, and side (if available) can be rented on an annual basis

The annual cost of renting the land per side is

Front £22

Side £22

Rear £22

Rental will be on an annual basis commencing 25th March each year. If the rental starts after the 25th March a pro rata rent will be charged to the date rental commences.

Conditions

The land must be fenced with a white picket fence at a minimum height of 2'6" up to a maximum height of 3ft. The fence must always be kept in good condition .

The land within the fence must be maintained by you.

The Company reserve the right to revoke rental permission if the land and fences are not maintained. The Board may also revoke rental in their absolute discretion.

No trees or hedges are to be planted.

At the end of the rental or pending completion of sale the land must be re-turfed at the bungalow owners' own expense in a condition acceptable to the Board.

6. Permission request for lettings

1) Owners are responsible for the good conduct of their tenants and holiday makers and will be held responsible for any breaches committed by them.

2) Long lets

The Board must be informed of long lets. There is an application form to be completed detailing the tenants' details. All future tenancy agreements in relation to bungalows on the estate must refer to and incorporate the covenants in the TP1 form and any other rules and regulations which apply to owners of bungalows and residents on the estate, to the extent determined by the Board of Directors from time to time.

3) Holiday lets and Airbnb

- a) the terms and conditions of any holiday lettings (including Airbnb) of bungalows on the estate shall include an undertaking to comply with the rules and regulations of the estate, including the covenants in the TP1 form, to the extent determined by the board of directors from time to time.
- b) bungalow owners must submit to the office, a document agreeing to the above undertaking, signed by any holiday tenants before they come to stay.
- c) Permission must be obtained from the Board of Directors before long lets are arranged. Names of all occupants must be passed to the Board with proof that the tenants have been provided with a copy of these House Rules.

7. Permission for storing bottled Gas

Permission must be obtained from the Company before installing gas and electric central heating.

All gas bottles must be stored in a locked shed, suitably marked with the legally recognized "Danger" sign clearly visible. Signs are available from the office.

All gas boilers and central heating systems (bottled or natural) must be inspected annually by a registered "GAS SAFE" contractor and a certificate lodged in the office.

(This Ordinary Resolution was passed by members at the 2006 AGM)