

January 2024

Mr R Pierson
23 Leeward Quay
Sovereign Harbour South
Eastbourne
East Sussex
BN23 5UD

Reference: Plot: 501

Dear Sir/Madam

ANNUAL ESTATE RENTCHARGE

Plot Address: 23 Leeward Quay, Sovereign Harbour South, Eastbourne, East Sussex, BN23 5UD

Purchase date: 09 January 2019

We enclose:

1. The rent charge invoice relating to your property for the year commencing 1 January 2024
2. The statement of Marina costs and letter from Premier Marinas (Eastbourne) Limited
3. The guide to the Estate Rent Charge 2024

The Profit and Loss Account for the CIC Accounts for the year ended 30 September 2023 are not yet finalised and will be on our website upon completion.

Please note that interest is payable on any payments due under the terms of the rent charge deed after they have been outstanding for more than fourteen days. Interest will be notified to you on or around the following quarter days: 25 March, 24 June, 29 September and 25 December.

Methods of payment

The preferred method of payment is via bank transfer using the bank account details set out on the attached invoice, or via credit or debit card using the card payment facility on the Sovereign Harbour website (http://www.sovereignharbourtrust.co.uk/rent_charge.asp).

Please note that we are not able to receive payments over the phone. If making payment via cheque, please note there will be a delay in banking your cheque of up to four weeks. If you require a receipt please provide a stamped addressed envelope.

We would strongly recommend payment is made via bank transfer or via card using the facility on the Sovereign Harbour website.

Paperless invoicing

To help contain costs, we would like to invite homeowners who would prefer to receive annual invoices and other correspondence via email to register their email addresses with the CIC. To do so, please email the CIC using the email address below confirming your preference for paperless invoicing, ensuring that your plot number and the first line of your address is included in the email.

Financial Difficulties

We are mindful that the current cost of living has caused ongoing financial hardship to some. If you are experiencing financial hardship and will have difficulty paying your invoice, we encourage you to contact us as soon as possible, so that we can discuss what instalment options may be available. Please use the contact details below.

Due to the volume of correspondence we anticipate due to the current financial climate, please allow us fourteen days to respond to queries.

CIC Updates

During the course of 2023 we discussed service levels with our existing administration service providers, Cripps LLP, and it was mutually agreed to discontinue the provision of their services. After drawing up a list of qualifying criteria for any replacement organisation we have undertaken a tender and selection process which has resulted in the appointment of Plummer Parsons in place of Cripps. Plummer Parsons operate out of three locations, including Eastbourne, from which they will lead their role in managing the invoicing and collection service for the CIC. Plummer Parsons will also issue the required "Certificates of Compliance" when homes are sold to new owners and provide a home buyers pack to assist with how the rent charge deeds operate. Plummer Parsons do not however provide an integrated legal service. The board proposes to delegate the provision of legal services to appropriate firms according to the nature of the service and as need arises.

New contact information is as included in the footer of this letter and can be found on our website <https://www.sovereignharbourtrust.co.uk/contact.asp>.

We look forward to hearing from you.

Yours faithfully



Sovereign Harbour (Sea Defences) CIC

Encs

INVOICE for ESTATE RENTCHARGE 2024

Mr R Pierson
23 Leeward Quay
Sovereign Harbour South
Eastbourne
East Sussex
BN23 5UD

Reference: Plot: 501

Plot Address: 23 Leeward Quay, Sovereign Harbour South, Eastbourne, East Sussex, BN23 5UD
Purchase date: 09 January 2019

January 2024	£	VAT £	£
The SW Charge was set at £75.00 on 01 Dec 1987 and is varied annually by changes in the Retail Price Index (RPI). The Retail Price Index in Dec 1987 was 103.4 The Retail Price Index last published by 1 Dec 2023 is 377.8 The Rent Charge for the period from 1 Jan 2024 to 31 Dec 2024 is therefore: $\frac{377.8}{103.4} \times £75.00 = £274.03$ The Marina Charge is payable based on the costs for the financial year ending 30 Sep 2023 divided between the number of properties (1500 minimum) Total Costs $\frac{£209,885.52}{3179} = £66.02$ Number of relevant properties	£274.03	£ 0.00	£274.03
	£66.02	£0.00	£66.02
Amount Due	£340.05		

E & OE

Please make payment by card as set out in our letter or by direct transfer into our bank account.
The bank details are as follows:

Sovereign Harbour (Sea Defences) CIC
Account number: 78327776 Sort code: 55-70-13
IBAN Number: GB07 NWBK 5570 1378 3277 76

Please use your **plot number only** as a reference when making a bank transfer or card payment.
Your plot number is unique to your property and we will not be able to allocate payment to your account without it. It is shown at the top of this letter.

Alternatively, please make cheques payable to **Sovereign Harbour (Sea Defences) CIC** by returning the duplicate copy of the invoice with your remittance.

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