

MANAGEMENT REGULATIONS AND GENERAL INFORMATION

REGULATIONS

Aerial/Dishes

Proposals for externally mounted aerials or dishes need the landlord's prior approval.

Bicycles

Cycles should not be stored in common areas of buildings or chained to any external structures except the allocated bike racks.

Parking

All offices on the estate have the same ratio of parking (approx 1 space per 175 sq ft net office area) and all car spaces are individually signed. Tenants should only park in their allocated spaces. The Visitor Parking area is clearly identified on the Estate Car Parking Plan and is restricted to four hours maximum. Parking is not permitted in any other areas.

Rubbish and Re-cycling

Veolia deal with both the general office waste and waste paper and cardboard re-cycling. Tenants and their cleaners should deposit general waste in the wheelie bins which are located around the estate and clearly marked with cardboard and paper deposited in the large purple skip located in the lower James Whatman Court car park. No rubbish should be left alongside bins and if a bin is full please use the nearest available bin with capacity. We cannot accept commercial waste or pallets and tenants should make their own arrangements for disposal. We reserve the right to charge tenants the cost of clearance if they are found to be in breach of these regulations.

As you will know the estate refuse service will not take pallets.

Skips

Tenants are not permitted to allow skips to be brought to the site without the landlord's prior approval. This will generally be given if the skip has a short turn round and is covered and does not impact on any adjoining tenant.

Speeding

A 10mph speed limit is imposed throughout the estate.

Weight Limit Bridge/Lorry Access

The central bridge is limited to vehicles with a laden weight not exceeding 20 tonnes. No articulated lorries are permitted on site and tenants with large deliveries should ensure suitable sized carriers only are arranged.

INFORMATION

Invoices

Rent Demands and invoices for other costs relating to a tenant's occupation are issued by our managing agents, Lawson and Partners. Any queries should be directed to them at Sail Loft, Battlesbridge Harbour, Battlesbridge, Essex, SS11 8TD email: accounts@lawsonandpartners.com

Len Valley Walk

The estate is connected on its western boundary to the Len Valley Walk which provides direct access to Mote Park (the Leisure Centre, etc) and to Maidstone Town Centre which is a ten minute walk to King Street or the Sainsbury's car park next to the Chequers Centre.

Pest Control

The landlord has a contract with a pest controller and deals with all external areas. Internal office areas are the responsibility of the tenant. See the HELPDESK for contact details.

Rating

Business Rates are paid by tenants direct to Maidstone Borough Council. From time to time the District Valuer may write with a revised assessment of the rateable value of an office suite. Please forward a copy of any letter received from the District Valuer to the Estate Office. If you have any queries on rateable values please initially contact Dougie Lawson at dougie@turkeymill.co.uk who co-ordinates all rating issues on the Business Park to mitigate the impact on tenants' business.

Security

The estate is covered by an extensive CCTV system which is 24 hour recorded. However, inevitably no CCTV system is fool proof and tenants are advised to consult with their insurers as to whether they should install their own burglar alarm and whether it should be connected to a monitoring station.

Signage

The majority of tenants are permitted to have their own 'corporate' sign on the outside of their building (or in the ground floor entrance area if a multi-let building) but the design and size of this needs to be approved by the landlord to ensure that the aesthetics of the estate are not impaired. The landlord organises for the general estate signage and car signage.

Smoking

For those who must, there are butt bins located around the Estate. We ask you respect others and do not smoke adjoining open windows and doors or in such areas likely to cause annoyance to others and will be contrary to anti smoking legislation.

Walled Garden

Tenants are able to access the walled garden between 8.30am to 6pm Monday to Friday inclusive. Ball games or audible music are not permitted. Use of benches as provided is encouraged but introduction of other chairs or use of the grass is not allowed. Tenants may be asked to accommodate photographers' wishes if their access coincides with use of the garden for wedding photographs.

Washing of Vehicles

Washing/valeting and repair of cars on the estate is strictly prohibited.

UPDATED SEPTEMBER 2020