

Useful information for new owners and tenants

Practical information about Maybury Court

Contacting porter

In person: The porter's bell is connected to a pager. He can also be contacted by phone. For details, contact the managing agent (see below) or go to the "key contacts" link on the website if you have the password to access this information.

Contacting the managing agent

The managing agents are Jeremy James & Co. Their offices are round the corner at 33 New Cavendish Street. They can be contacted on 020 7484 4111 or jjandco@jeremy-james.co.uk

Rubbish storage

Blocks 1 and 5 (flats 1-12 and 57-68): Rubbish bins are located in the basement in the plastic container immediately in front of the basement door. That door can only be opened from the inside so never shut it when you go outside.

Blocks 2, 3 and 4 (flats 13-56): Rubbish bins are located in the cages under the pavement. You can reach these by via the door directly in front of the lift in the basement.

Rubbish collection

Monday and Thursday for ordinary rubbish (black plastic bags are provided by Maybury Court).

Special rubbish collection 0207 641 2000

Westminster Council will collect up to two items free of charge by arrangement. Westminster will collect extra large items for £15 per item.

Recycling:

Rubbish for recycling is collected on Thursdays. Put anything for recycling in the blue plastic bags provided and leave by the kerb on Thursday morning. The nearest recycling center is located in Paddington Street. Bottles, cans, paper, old clothes etc can be recycled.

<http://www.westminster.gov.uk/environment/rubbishwasteandrecycling/recyclingfacilities/index.cfm>

Electricity meters

Blocks one and five (flats 1-12 and 57-68): The electricity meter is in the basement (the door immediately to your left before you go outside).

Blocks two, three and four (flats 13-56): You can reach the electricity meters by via the door directly in front of the lift in the basement. The meters are inside the cupboards on either side.

Gas meters:

Blocks one and five (flats 1-12 and 57-68): The gas meter is in the basement in the vault to the right of the rubbish container. The meters are all labeled.

Blocks two, three and four (flats 13-56): You can reach the gas meters by via the door directly in front of the lift in the basement. The meters are inside the cupboards on either side.

Mains water stopcocks

Flats in blocks one and five (flats 1-12 and 57-68): The stopcock in your flat is probably in the hall cupboard in your flat. There is another stopcock in the basement in the panel directly above your head as you go out to where the rubbish is stored. The stopcocks in the basement are all labelled.

Flats in blocks two, three and four (flats 13-56): The mains stopcock in your flat is probably in the hall cupboard in your flat. There is another stopcock in the basement in the panel in the ceiling of the corridor that runs between the basement and the front of the building. The stopcocks in the basement are all labelled.

Fuse box and electricity mains switch

In the flats in blocks one and five (flats 1-12 and 57-68), the fuse box is in the hall cupboard in your flat. There are also fuse boxes in the electricity meter cupboard. There should be a mains switch next to the fuse box in your flat and another in the basement both of which should cutoff the electricity to your flat.

Gas mains supply shut off

You can shut off the gas supply to your flat using the valve in your flat (probably in your hall cupboard) or using the lever next to your gas meter in the basement.

The garden

The communal garden is for the enjoyment of everyone living in Maybury Court and can be accessed from the basements of blocks two, three and four. If you live in flats 3-12 or flats 59-68 you will need to get a front door key to one of the three middle blocks. When you are out in the garden please be considerate of others and do remember that any noise is amplified because the garden is enclosed by high walls.

The garden is looked after by Tony Grimes with help from a number of other residents. If you are interested in helping in the garden please contact Tony.

Residents parking

Residents are entitled to a parking permit costing £115 per annum (or £80 if under 1200cc).
<http://www.westminster.gov.uk/transportandstreets/parking/residentparking/resparkhowdoiapply.cfm>

Pay by phone parking meters

<http://www.westminster.gov.uk/cashlessparking/>

Visitors parking

Non-residents can use residents' parking bays outside the restricted hours. The residents' parking bays in Marylebone Street are reserved for Residents from 8.30am to 8.30pm seven days per week. The residents' parking in some nearby streets (eg Wimpole Street) is only reserved from 8.30am to 6.30pm Mondays-Saturdays but best to check very carefully as getting it wrong can be very expensive.

You can park on a **single yellow line** after 6.30pm until 8.30am Mondays to Saturday. For more information on parking rules that apply to a particular street see
<http://www.westminster.gov.uk/transportandstreets/parking/wheretopark/onstreet/syl.cfm>

Instructions for entryphone (see diagram once scanned in)

To let visitors in press the top button on the entryphone. In blocks 1 (flats 1-12) and 5 (flats 57-68) you need to tell visitors to push the left hand door (as you face the door from the street).

To speak to someone who has rung your doorbell you need to press in the button on the handset.

Digital/Satellite TV

The management company is investigating the cost of installing a communal satellite dish (see minutes of last AGM). Individual Sky TV dishes are not allowed. At present the only digital TV available in Maybury Court is via Freeview. Some flats receive analogue cable TV from NTL but it appears they are unwilling to connect any new subscribers.

Buildings Insurance

The Maybury Court buildings insurance policy is available as a downloadable file on the website (www.mayburycourt.co.uk) from the "Management of Maybury Court" link.

Financial information

Council tax

The flats in Maybury Court are in Band G. The Charge for 2008/09 is £1,146.03 per annum. Single per households get a 25% discount.

Service charges, major works sinking fund, ground rent and buildings insurance.

Service charges fall due on 25 March and 29 September. The service charge and major works sinking fund are levied in two equal installments while ground rent and buildings insurance are payable in a single installment in March. For 2008/09 the service charge is £1,100 per annum, the major works levy is £1,100 per annum, ground rent is £100 per annum and the buildings insurance is £532.88 per annum. Note that interest is charged if service charge is not paid by due date.

Water rates

Water bills are based on the rateable values of your flat and not the amount of water that you use. As a rough guide the water rates for a two bedroom flat are £386.97 for 2008/09.

Water meters

You can save water and probably money by getting a water meter installed. If there isn't sufficient room to install a meter (quite likely) you are eligible for a standard charge (Assessed Household Charge) based upon the number of bedrooms (1 bed £199, 2 bed £217, 3 bed £266) which could save you a significant amount of money. However, you need apply to get switched onto the standard charge.

http://www.thameswater.co.uk/UK/region/en_gb/content/section_homepages/multi_download_001297.jsp

Mortgages

The Financial Service Authority has a good money advice website which includes a useful mortgage comparison tool.

<http://www.money.made.clear.fsa.gov.uk>

The Council of Mortgage Lenders website has useful information including consumer guides.

<http://www.cml.org.uk/cml/consumers>

Local information and amenities

ResCard

The ResCard gives Westminster residents discounts off restaurants, museums, galleries and much more. You can apply for a card on line.

<http://www.westminster.gov.uk/leisureandculture/rescard/index.cfm>

Leisure centers

The nearest public leisure center is the Seymour Centre in Seymour Street.
http://www3.westminster.gov.uk/atoz/index.cfm?service_id=895&letter=S
You get a 10% discount if you have a ResCard.

Library

The nearest public library is on the south side of the Marylebone Road
http://www3.westminster.gov.uk/atoz/index.cfm?service_id=903&letter=M

Doctors surgeries

Nearest doctors surgeries are Marylebone Health Centre (located in crypt of Marylebone Parish church at the northern end of the high street), New Cavendish Health Centre (53 New Cavendish Street) and The Surgery (131 Harley Street). Follow link for further details.
<http://www.nhs.uk/ServiceDirectories/Pages/ServiceResults.aspx?Postcode=w1g%208je&Coords=01817,5283&ServiceType=GP>

Dentists

Nearest dentist is Marylebone Dental Practice 61 Paddington Street. For more local dentists follow this link
<http://www.nhs.uk/ServiceDirectories/Pages/ServiceResults.aspx?Postcode=w1g%208je&Coords=01817,5283&ServiceType=Dentist>

Schools

For information about state schools in Westminster see
<http://www.westminster.gov.uk/educationandlearning/schoolsandcolleges/>

Playgrounds

There is a good children's playground in Paddington Street gardens.

Markets

Marylebone Farmers market (mainly fruit and veg), every Sunday 10am til 2pm in Moxon Street car park (behind Waitrose).

Cabbages and Frocks, combination of delicious continental and British mainly organic goodies, together with fashion, homewares and a variety of accessories. Every Saturday 11am-5pm, Marylebone Parish church grounds (opposite Conran).

The Marylebone Association

What to get involved with what is going on locally? Why not join the Marylebone Association.
<http://www.marylebone.org/>

Information for new owners planning to renovate their flats

Building work

Noisy building work may only be carried out between 8am and 6pm Monday-Friday and between 8am and 1pm on Saturdays. Builders that undertake noisy work outside of these hours may be liable for prosecution and a fine of up to £20,000.
http://www.westminster.gov.uk/environment/pollution/noisepollution/noise_building.cfm

Parking permits for builders and other trades:

Can be purchased from Westminster Council. 020 7641 4646 between 8am - 6pm, Mon-Fri
<http://www.westminster.gov.uk/transportandstreets/parking/permits/trades/index.cfm>

Wooden floors

Thinking of putting in wooden floor? Under the terms of your lease the floor of your flat must be covered with sound deadening material. You must get approval from the management company if you wish to lay wooden floors.

Structural alterations

Must be approved by the management company and by the Freeholder (see clause 4. (11) (a) on page 11 of your lease).

Local hardware and DIY stores

There are several good hardware stores in the area:

The Tool Shop, 24 Crawford Street, Tel 020 7935 9396 (NB shuts at 4pm on Saturdays). They have a very good stock including electrical goods, hand and power tools, DIY products and tools, ironmongery, paint and varnishes, timber, keys cut, lock and security, mastics and silicones, plumbing, gardening product.

Websters 53 Chiltern Street, Tel 0207 935 8221 (NB shuts at noon on Saturday)

Penton's, 64 Marylebone Lane Tel 0207 935 7253 (NB shut on Saturdays)