

**Belong Limited**

# **KEY FACTS – RENTAL 2024/25**

**Lyme Brook Court Apartments  
At Belong Newcastle-under-Lyme**

Lower Street  
Newcastle-under-Lyme  
Staffordshire ST5 2RS



# **BELONG**

**NEWCASTLE-UNDER-LYME**

1. Property details	
<b>Lyme Brook Court Apartments</b>	Belong Newcastle-under-Lyme, Lower Street, Newcastle-under-Lyme, Staffordshire ST5 2RS.
<b>Operator</b>	Lyme Brook Court is operated by Belong Limited, a not-for-profit provider of care villages. It opened in 2018.
<b>Property type</b>	28 apartments located over three floors: sixteen of these are one-bedroom and twelve are two-bedroomed.  Apartments are available to rent or buy, or via our shared ownership scheme, and have been pre-owned/pre-rented. <b>However, please note that due to planning restrictions, the following apartments are excluded from purchase or part purchase: 2, 6, 9, 12a, 16, 20, 23 and 27.</b>
<b>Apartment specification</b>	<ul style="list-style-type: none"> <li>• Kitchen - fully fitted contemporary units tiled from above work tops to underside of wall units, integrated/built-in oven, hob and cooker hood.</li> <li>• Heating - heating and hot water is provided from a central plant room.</li> <li>• Bathrooms - white sanitary ware with chrome taps, part-tiled walls. Walk-in shower with shower seats in all apartments.</li> <li>• Electrical - graphite plastic sockets and switches to most areas. Wiring for TV aerial and satellite TV sockets to lounge and bedroom; compatible with Freeview, Freesat+, Sky+ and FM/DAB radio. Telephone sockets to lounge and bedroom.</li> </ul>
<b>Building code</b>	Benefits from a New Homes Warranty from Premier Guarantee (to 2027).
<b>Status of unit</b>	Previously occupied.
<b>Occupancy</b>	1-2 people in a one-bed, 1-3 people in a two-bed.  All apartments are subject to an additional person rate wherever there are two people in a one-bed or three people in a two-bed.
<b>Tenure</b>	Rented.
<b>Nomination arrangements</b>	None; contact the operator (Belong).
<b>Care provider</b>	Care packages can be arranged through the Newcastle-under-Lyme branch of Belong's registered home care service, Belong at Home.  Registered office: Pepper House, Market Street, Nantwich, Cheshire CW5 5DQ.  Care is offered by Belong at Home but apartment tenants are free to choose other providers.
2. Cost of moving into the property	

<b>Holding or Tenancy Deposits</b>	Belong does not charge a Holding Deposit or Tenancy Deposit on its rentals.
<b>Apartment rent</b>	See ongoing charges (section 4) below.
<b>3. Charges when leaving the property</b>	
<b>Arrears</b>	Outgoing tenants will be liable for any arrears of charges.
<b>Administration fees</b>	Belong do not charge a re-rental administration fee.
<b>Ongoing charges</b>	Rent and community fee charges are due until the property is vacated.
<b>Repairs or redecoration costs</b>	Apartments are checked on moving in and moving out; any costs involved in repairing damage to the apartment may be charged to the customer on moving out.
<b>4. Ongoing charges payable to Belong Ltd</b>	
<b>Apartment rent</b>	<p>Pricing depends on size and location in the building, as well as any features such as balconies, and the range is shown in the table below.</p> <p><b>1-bed rent from £810 to £894 per month</b></p> <p><b>2 bed rent is £1,034 to £1,145 per month</b></p> <p>A member of the Belong team will confirm the cost for available apartments at the time of your enquiry.</p> <ul style="list-style-type: none"> <li>• Rents increase annually, with any increase applied on 1<sup>st</sup> April.</li> <li>• All charges are payable monthly in advance by direct debit.</li> <li>• Charges stated are correct at the date shown but may change annually or at other intervals over the period of residence.</li> <li>• An additional person fee of £69 per month is payable if there are two people in a one-bedroom apartment, or three people in a two-bedroom apartment.</li> </ul>
<b>Community fee</b>	<p>There is an ongoing monthly community fee of:</p> <ul style="list-style-type: none"> <li>• <b>£566 per month for a one-bed apartment</b></li> <li>• <b>£635 per month for a two-bed apartment</b></li> </ul> <p>The community fee is payable monthly, until the property is vacated – see below for what is included.</p>
<b>Additional person fee</b>	An additional person fee of £69 per month is payable if there are two people in a one-bedroom apartment, or three people in a two-bedroom apartment.
<b>Utility bills</b>	Gas, electricity and water bills to the apartments are included in the community fee (tenants will not need to pay utility companies separately for these).
<b>Response service</b>	A 24-hour emergency response service is included in the community fee.

<b>Daily check</b>	A daily checking service is available on request, covered by the community fee.
<b>Building insurance</b>	Building insurance is included within the community fee.
<b>Building maintenance</b>	External fittings and finishes are maintained by Belong under the community fee.
<b>Cleaning</b>	Cleaning and maintenance of communal areas is managed by Belong under the community fee; tenants are responsible for internal cleaning and maintenance of their apartment.
<b>WiFi</b>	Free wireless broadband - wireless 'hotspot' facilities are available throughout the village.
<b>Phone connection and bills / Broadband connection</b>	Phone and broadband is provided by Belong, based on a fair usage policy; calls exclude international and premium numbers.
<b>Reserve fund</b>	The community fee includes a contribution to the reserve fund for future major repairs.
<b>Management costs</b>	A contribution to Belong's management costs is taken from the community fee.
<b>Bin collection</b>	External rubbish collections are included in the community fee.
<b>Additional information about the community fee</b>	<i>Please see Annex to the Key Facts at the end of this document with further details in relation to the community fee.</i>
<b>5. Care charges</b>	
<b>Support packages</b>	<p>Care packages for personal living support can be arranged through Belong at Home Newcastle-under-Lyme or from alternative providers (discretionary charges apply).</p> <p>Where Belong at Home provides this service, the minimum visit is 30 minutes and current rates are:</p> <ul style="list-style-type: none"> <li>• <b>£23 – 30 minutes</b></li> <li>• <b>£28.50 – 45 minutes</b></li> <li>• <b>£34.00 – 60 minutes</b></li> </ul> <p>Rates are charged double on bank holidays and £1 per hour premium at weekends.</p> <p>Charges are subject to a needs assessment and confirmed in writing.</p> <p>Fee levels are reviewed annually and any changes applied from 1<sup>st</sup> April, with 28 days' written notice of any change.</p>
<b>Charges for nursing care</b>	Nursing care is not provided to apartment tenants by Belong or Belong at Home.

<b>6. Charges payable to Belong for additional discretionary services</b>	
<b>Activities / day care</b>	Apartment tenants who need more support to join in with activities can do so by taking advantage of our Experience Days service, which is a facilitated programme for small groups, typically taking place from 10am – 4pm. The cost of this service is £86.50 per day.
<b>Exercise service</b>	Belong provides an award-winning exercise service with state-of-the-art equipment and personalised programmes that have a proven track record in improving strength, balance, mobility and overall wellbeing for older people. Additional charges apply for this service; details are available from the village’s exercise specialist.
<b>Therapy treatments</b>	Additional charges apply for this service; details are available from reception.
<b>Internal cleaning</b>	Additional charges apply for this service; details are available from reception.
<b>Hair salon</b>	Discretionary charges apply. Apartment tenants are eligible for a 15% discount.
<b>The Bistro</b>	Discretionary charges apply. Apartment tenants are eligible for a 15% discount.
<b>Handyman service</b>	Additional charges apply for this service; details are available from reception.
<b>Laundry service</b>	Additional charges apply for this service; details are available from reception.
<b>7. Additional charges payable to third parties</b>	
<b>Council tax</b>	Council tax is payable to Newcastle Borough Council. One-bed apartments fall under Band B and two-bed apartments under Band C.
<b>TV Licence</b>	See <a href="http://www.tvlicensing.co.uk">www.tvlicensing.co.uk</a>
<b>8. Insurance arrangements</b>	
<b>Responsibility of the operator</b>	Buildings insurance and Public Liability insurance is included in the monthly community fee.
<b>Responsibility of the owner/tenant</b>	Home contents insurance: tenants are encouraged to arrange their own home contents insurance. This is not covered by the Community Fee.
<b>9. Reserve Fund</b>	
<b>Reserve Fund</b>	The balance of the Reserve Fund at 31 March 2023 was £120,212. Please see Annex to the Key Facts at the end of this document in relation to the Reserve Fund.

<b>10. Restrictions on occupying the property</b>	
<b>Age criteria</b>	Residents must satisfy age criteria of 55 years or over, in line with local authority planning consents for the building.
<b>Health criteria</b>	Belong will carry out a care assessment to ascertain the suitability of the apartment setting for tenants and that they are able to live independently within the Belong village.
<b>11. Other information</b>	
<b>Charges</b>	Charges stated are correct at the date shown but may change annually or at other intervals over the period of residence.
<b>Further advice</b>	We encourage you to discuss your housing options with your family and friends, and to seek independent advice, support and representation as appropriate, in connection with a move to a retirement community.
<b>Fixtures and fittings</b>	All Belong apartments are unfurnished and exclude white goods.
<b>Date</b>	Last updated April 2024.

<b>Annex to Key Facts – Community Fee</b>	
<b>What service does the Community Fee cover?</b>	<i>The charge covers Building maintenance, Building insurance, Cleaning and maintenance of communal areas, Water, Gas, Electricity, 24-hour emergency response service, Contribution to the reserve fund for future major repairs, Bin collection, Daily check (on request), a contribution to Belong’s management costs.</i>
<b>Is the charge ‘fixed’ or ‘variable’?</b>	<i>The charge is ‘variable’ in that it changes every year according to changes in actual costs only. Any increase in the Community Fee is capped at 3% above the Retail Price Index figure for November.</i>
<b>When does the Community Fee change and with how much notice?</b>	<i>The Community Fee changes on 1 April every year. Tenants receive at least 28 days’ written notice of the new charge.</i>
<b>What happens if Belong is unable to provide a service covered by the Community Fee?</b>	<i>We would manage any significant failure to provide a service to minimise disruption to tenants (e.g. by making alternative arrangements).</i>
<b>Is any of the Community Fee payable before moving in?</b>	<i>The Community Fee is payable monthly in advance.</i>
<b>Is any part of the Community Fee held in trust?</b>	<i>The Community Fee fund is held on behalf of the tenants; Belong does not use it for any other purpose.</i>

<b>When are tenants informed about the Community Fee budget and accounts?</b>	<i>Tenants receive the Community Fee Accounts for the previous financial year in September. In March, tenants receive a draft Budget for the financial year starting in the following April.</i>
<b>Can tenants influence the Community Fee and the services offered?</b>	<i>We hold regular tenants meetings which provide an opportunity for tenants to provide feedback and ideas in relation to services and raise questions in relation to the community fee. However, the setting of the community fee is cost-driven to ensure sustainability of Belong services and is part of the budget-setting of the organisation.</i>
<b>How do we manage any annual surplus or deficit on the Community Fee account?</b>	<i>Any deficit on the account ('underpayment') may be recharged to tenants. Any surplus ('overpayment') is not refunded to tenants but applied to the Reserve Fund to contribute towards future repairs at the village.</i>
<b>Are the latest itemised charge budget and accounts available?</b>	<i>Copies of the current annual budget and the latest available annual accounts are available on request.</i>

#### **Annex to Key Facts – The Reserve Fund**

<b>What is the Reserve Fund?</b>	<i>The Reserve Fund is a contingency or reserve fund used to offset the cost of major repairs or replacements in the future, such as lifts, roofs, windows, doors, driveways, paths, heating systems, and fencing. Contributions to the costs of major repairs, replacements and improvements within the community are collected through the Community Fee payable by tenants.</i>
<b>What processes are in place to assess future capital expenditure needs?</b>	<i>Professional surveyors carry out regular site inspections for Belong to determine future capital investment needs. A rolling capital investment programme is in place to ensure that the properties are always safe and maintained in good condition.</i>
<b>Will tenants be liable for further charges if the Fund is unable to cover the full costs of major capital works?</b>	<i>If there is any unforeseen need for capital investment and it cannot be met from the Reserve Fund, Belong would cover the costs and seek to recover these through future increases in the Community Fee.</i>