

**Notice under Section 20 of the Landlord and Tenant Act 1985 as amended by Section 151 of the
Leasehold and Commonhold Reform Act 2002**

To all leaseholders of 4-9 Herschel Close, Swindon, SN25 4HX

1. This notice is given pursuant to the notice of intention to carry out works in respect of the main external communal entrance door issued on 12th July 2024. The consultation period in respect of the notice of intention ended on **14th August 2024**.
2. We have now obtained estimates in respect of the works to be carried out. We have selected **two** estimates from which to make the final choice of contractor (see Note 1 below).
3. The amount specified in the selected estimates as the estimated cost of the proposed works to is as follows:
 - a) **£6,081.60 – Access Automation**
 - b) **£4,521.96 - FSM Manufacturing**
4. The estimates obtained may be inspected at www.herschelclose.rmcweb.site at any time. (see Note 2 below).
5. We invite you to make written observations in relation to any of the estimates by sending them to 4-9 Herschel Close RTM Company Limited, 15 Windsor Road, Swindon, SN3 1JP. Observations must be made within the consultation period of 30 days from the date of this notice. The consultation period will end on **7th October 2024** (see Note 3 below)
6. There were no written observations in relation to the notice of intention received during the consultation period.



John R Morris FCMA CGMA MTPI
Company Secretary
4-9 Herschel Close RTM Company Limited,
15 Windsor Road, Swindon, SN3 1JP
5th September 2024

Notes:

1. The landlord is required to select at least two estimates in respect of the matters described in a notice of intention. At least one of the estimates must be from a person wholly unconnected with the landlord. Where an estimate has been obtained from a person nominated by leaseholders, that estimate must be among those set out in the statement of estimates.
2. Where a notice specifies a place and hours for inspection:
 - a. the place and hours so specified must be reasonable; and
 - b. copies of the estimates must be available for inspection, free of charge, at that place and during those hours. If facilities to enable copies to be taken are not made available at the times at which the estimates may be inspected, the landlord shall provide to any leaseholder, on request and free of charge, a copy of the estimates.
3. The landlord has a duty to have regard to written observations made within the consultation period by any leaseholder or recognised tenants' association. 'Recognised tenants' association' is defined by Section 29 of the 1985 Act.
4. Where a landlord has received written observations within a consultation period in relation to a notice of proposed works, he is required to summarise the observations and respond to them in a notice of his reasons for making the agreement, or specify the place and hours at which that summary and response may be inspected.