



The Manor Fields Estate Limited

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RESIDENTS AND LEASEHOLDERS DECEMBER NEWSLETTER

LATE NIGHT DELIVERIES

There are many residents who enjoy the convenience of deliveries to their door – and this has been especially so during the last year. However we have been advised that there continue to be late night/very early morning deliveries to the estate which are causing a disturbance to fellow residents. Whilst we appreciate that it is not always possible to request exact delivery times, please can all residents take responsibility for specifying that their personal deliveries are not made after 10pm or before 8am (as stipulated on the website). (<https://www.manorfields.co.uk/living-here/removals-and-deliveries>)

HEALTH AND SAFETY AUDIT

As some residents may be aware, a health and safety audit was conducted on the estate in November by Tetra Consulting who are contracted to Manor Fields to oversee health and safety risk management and compliance. The inspector was on site for a period of 5 working days. He undertook a detailed examination of all the required on site record keeping, inspected the grounds and all the individual buildings on the estate, and met with key members of the staff and board members. The Board are awaiting the final report and recommendations.

SKY Q INSTALLATION

Please be aware that if you wish to install SKY Q you need to contact the Estate's cabling and systems contractor, Power on Television. Their contact number is 0800 193 7688. Anyone wishing to upgrade will need their assistance as the current cabling system in each house is not set up to automatically accommodate Sky Q and the SKY engineers do not have access to the main cabling set up in each stairwell.

PROPERTY MAINTENANCE

Doubtless residents will be aware of the repair work to the paving stones which is currently taking place around the entire estate. Once the work is complete it is assessed that 470 slabs will have either been restabilised, relaid or replaced and all the pathways will have been checked.

We would ask that you are particularly careful when parking your cars as repeated poor parking is a main contributor to damage caused to the kerbs and the paving stones.

STAFF

The last few months have seen some staff changes at Manor Fields and we would like to introduce you to a few new faces around the estate.

Donna Wilson: Donna was employed in September on a six month part time contract to undertake all the on site checks and input of data to Prism, a new health and safety compliance software package which Manor Fields are now using for all our health and safety record keeping on the estate. Donna has 20 years prior experience as the Health and Safety officer at a private school.

Ella Buckley: Ella has recently joined the team of gardeners. She has completed her Level 4 Certificate of Higher Education in Practical Horticulture and Plantsmanship at Cambridge Institute and apprenticeship at the Royal Botanic Gardens, Kew. Ella will be with us for six months pending Zoltan's return from unpaid compassionate leave next year.

Rodolfo Sanchez is currently with us as a temporary porter and will be filling in for Rob who left Manor Fields last month to move closer to his family.

The list of porters and gardening staff are therefore now as follows:

PORTERS

Sean Cameron
Kenza Jenkins
Dawid Curylo
Rodolfo Sanchez

GARDENERS

Jo Morris – head gardener
Stuart Kuhn
James Cox
Ella Buckley

VEHICLE PARKING PERMITS

It has been observed that some residents are not displaying their residents parking permits in the wind-screens of their cars. Please ensure that your permit is displayed and clearly visible so that it makes it simpler to identify any vehicle that is not authorised to park at Manor Fields.

BIKE SHED

Alerting all bike owners with bikes stored in the Glenalmond Bike Shed! The annual inspection of the bike shed will take place in January and any bike that is not displaying a permit will be removed and disposed of.

If you need a bike shed permit for your bike, please apply to the office.

Unmarked bikes will be donated to one of the bike recycling schemes currently being run in the Wandsworth borough. A notice of the January inspection date will be advised in advance on the door of the bike shed.

XMAS CHEER AND SEASONAL REMINDERS

Sadly we will not be able to meet for the Manor Fields annual Christmas carols and neighbourly get together this year. However we do hope that everyone has the opportunity to meet with friends and family at some point – albeit in very different circumstances to those we are used to.

The office hours this Christmas are as follows. These will also be posted on the notice boards in each stairwell:

Thursday 24th Dec – Closes at 1pm (usual rubbish collection)
Friday 25th Dec – Bank Holiday, closed
Monday 28th Dec – Bank Holiday, closed (rubbish collection will take place)
Tuesday 29th Dec – Normal working hours (usual rubbish collection)
Wednesday 30th Dec – Normal working hours (usual rubbish collection)
Thursday 31st Dec – Closes at 1pm (usual rubbish collection)
Friday 1st Jan – Bank Holiday, closed
Monday 4th Jan – Normal working hours resume (usual rubbish collection)

Drains – Just a quick reminder that as delicious food is cooked and consumed, please do not use the kitchen sink for washing away and disposing of cooking fat, food scraps and unnecessary waste. Blocked drains are an unpleasant inconvenience for everyone and especially during the holiday season. Fats can be decanted and left to cool before being easily disposed of in the general rubbish.

Christmas Trees – As in previous years, please can we ask that when you are ready, all Christmas trees should be placed outside the back doors of each stairwell where they will be collected, mulched and used within the grounds and gardens.

We would like to thank Heather, Maria, Jo and the team of Manor Fields staff for their care of the estate and its residents during a year when we have all had to adapt to extraordinary changes to our routines and the expectations of normal daily life. We wish them and all members of the Manor Fields family a joyful and restful holiday season and a happy, healthy and positive new year.

With best wishes
The Directors