

# OWNER OCCUPIED HOUSING



Carlyle Court, 173 Comley Bank Road,  
Edinburgh, EH4 1DW

# ABOUT OUR HOUSING

Carlyle Court is a privately owned development, with Hanover providing the factoring service.

Located in the affluent and fashionable Comely Bank area, and within a brisk walk or short bus journey of the city centre, Carlyle Court is ideally situated within a very short walk of all local amenities, including a large supermarket, doctors' surgeries, chemists and banks.

The development itself is made up of 81 one- and two- and three-bedroomed flats, over five levels and served by two lifts.

A Sheltered Housing Manager lives on site and staff are available seven days a week to help out in an emergency and to manage the day-to-day administration of the development.

## Alarm system

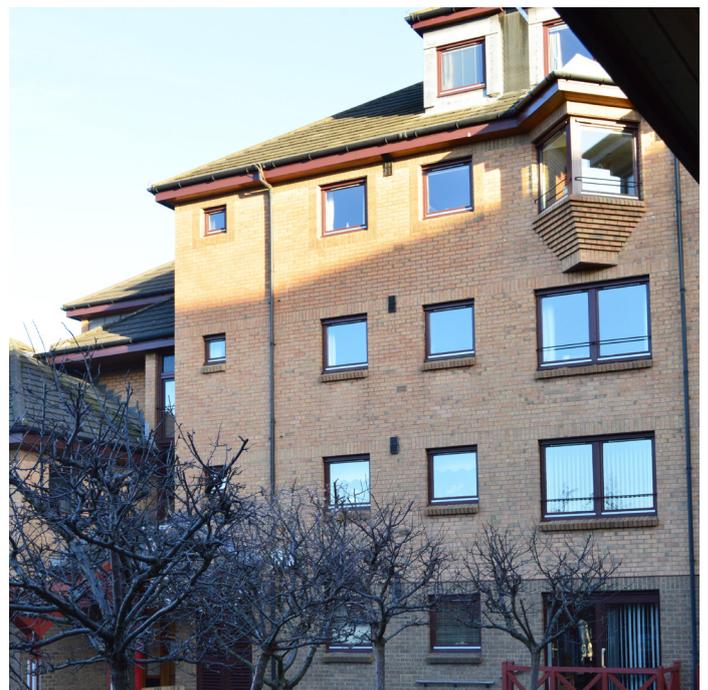
There is a community alarm service linked to every property, allowing residents to call for help 24 hours a day. A pull cord to activate the alarm is situated in every room.

## Service Charge

A monthly service charge covers a number of items including the cost of the sheltered housing manager service, garden maintenance, cleaning of communal windows, stairs and passageways. The service charge is reviewed annually in April.

Carlyle Court properties are heated by electric storage heaters and white meter immersion heaters supply hot water.

The flats are individually metered and residents are responsible for payment of all bills. All properties boast double glazing and each kitchen features space for an electric cooker.



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## **Communal facilities**

Hanover looks after the attractive gardens on the development. However, if space allows we can often make a patch available for individuals to look after.

A car park is provided for the use of residents and visitors to the development, on a first come first served basis.

There is a communal TV aerial, with a socket in every living room so there is no need to install an individual one.

## **Management of the development**

Hanover is the managing agent for the development. There is a management agreement with the owners in effect. Your solicitor will advise you of the effect of this document.

Hanover's management service is designed to relieve residents of many of the burdens of property ownership, and is strongly cost conscious. Our experience and purchasing power will secure competitive rates, often well

below those available to individual residents. As a non-profit making organisation Hanover will recover only the actual costs of the services provided.

## **Deed of Conditions**

A deed of conditions for the development creates mutual rights and obligations between one owner and another. The deed's provisions are complex and should be read in the light of the prevailing legislation. Please ask your solicitor to advise you on this before buying a property.

## **Age Criterion**

The deed of conditions sets out rules for eligibility to occupy dwellings within the development.

The development owners have voted to instruct Hanover to treat men aged 60 years or over as eligible to occupy dwellings in the development on the same basis as women, despite the criteria stated in the deed of conditions. Prospective owners are asked to draw this to their solicitor's attention.

# CARLYLE COURT

## Can I bring a pet?

Pets are welcome but we must know if residents are planning to keep them. If residents have a dog, they must exercise it outside the development's grounds.

## Council tax

Residents are responsible for paying Council Tax to the local authority.

## Insurance

Hanover has a block insurance policy which covers the fabric of the buildings and landlord's contents. Residents should ensure that they make adequate arrangements to insure their household contents and personal possessions.

## Housing Officers

Each development has a dedicated Housing Officer who acts as the main contact between the development and Hanover's offices. They will regularly visit and meet with residents to discuss any housing or personal issues you may have.

They are more than happy to meet residents as a group or to make appointments to meet you individually in the comfort of your own home.

## Annual Proprietors' Meeting

There is a meeting, known as the Property Council Meeting, each year to which all proprietors will be invited. There will be a report on the previous financial year's Service Charge Revenue Account (Income and Expenditure) and the budget figures for the current financial year. Relevant development business can also be raised and discussed.

## Communications and consultation

We're committed to effective communication with residents. We promise to communicate and consult in a variety of ways, including writing, visiting residents to discuss matters or calling extra development meetings.

**The properties in Carlyle Court are privately owned and we are not responsible for selling them. We do, however, keep an up to date list of properties that are for sale.**

**If you are interested in finding out more, please call 0131 343 2944 or email [eastinfo@hanover.scot](mailto:eastinfo@hanover.scot).**