

POLICY FOR OWNERS (SHAREHOLDERS) WITH TENANTS AND RULES FOR TENANTS

Effective 3 August 2025

It is important that the Company Secretary has details of people living in Thorpe Meadows properties for security and administrative reasons so that they can be contacted in times of flood alerts, Neighbourhood Watch issues and generally for identification of personnel on Marina property.

Shareholders (or their Letting Agents) who have tenants should therefore advise the Company Secretary formally in writing of the full names, landline and mobile telephone numbers of the individuals who have signed tenancy agreements. Also the contact details of the Letting Agent. The Shareholder is also required to provide in writing their own forwarding address and contact numbers.

Similarly, when tenants leave, the Company Secretary should be advised of the date of leaving and details of any new tenants.

Prior to letting, Shareholders should advise the Letting Agent and the Tenant of these requirements and the following rules relating to being a resident of the Marina.

Health and Safety

- Read the Company Health and Safety Policy.
- Pay particular regard to the yellow warning signs on the pontoons, staging or pathways.
- Respect the integrity of the lifebuoys – please do not allow children to play with them.
- No boats, canoes, equipment or other obstacles to be left on the pontoons, staging or pathways.
- For visitors/guests to the tenant premises, please ensure they are aware of all the relevant parts of this policy.

Security

- Tenants are encouraged to join the Neighbourhood Watch Scheme.

Laundry / Washing

- As per the Land Registry Agreement (4th Schedule), laundry is not permitted to be hung out so as to be exposed to view across the Marina.
- The Company has applied a waiver that laundry can be hung out in a concealed area of detached properties and for town houses below the level of the bar fence on the patio. Due regard should be paid to avoid 'sensitive' times and remove washing as soon as dry – please do not leave out all day.
- Washing and other household items such as bedding / clothes must not be hung over or placed on balconies.

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Boats

- There is one mooring available for each property and the Company Policy on Boats must be requested from the Company Secretary if the Tenant wishes to bring a boat on to the Marina (max length 49 feet, overall max draught 4 feet).
- The Tenant must be the registered owner of the boat and have insurance that includes public liability. Official documentary evidence naming the Tenant in respect of both boat ownership and insurance must be given to the Company Secretary. The Company Secretary will advise if extra cover is required to meet the Marina's requirements.
- Visitor may make day visits, but for any period longer than 2 days a request must be made to the Company Secretary.

Parking

- Tenants or their visitors should park on driveways or the road, and avoid grass areas.
- No commercial vehicles, other than light delivery vans, are allowed to be parked on the property or on any remaining part of the estate.
- A caravan, trailer or boat can only be placed or remain at the front of the property with permission from the Company.

Consideration for other Residents / Community Living

- Please avoid loud music that may offend neighbours, especially during those times of the year when patio doors and windows are likely to be open. Noise easily carries over water.
- Ensure that gardens and patios are kept tidy.
- Ensure that items/materials kept at the rear of the property on patios or gardens are prevented from being blown onto Marina pathways, banks, or into the water, e.g. household items, refuse, litter etc.
- If you have a dog, please keep it within the boundary of the property.

Company Website

- Shareholders' Tenants can apply for access to the Company's website, on which this document and all other policies regarding the rules and regulations pertaining to the Marina can be perused.

Contacts

- Company Secretary: Usha Dutta, 23 Thorpe Meadows
- Company Chairman: Jesal Karavadra, 37 Thorpe Meadows
- Company Maintenance Director: Mark Dennet, 36 Thorpe Meadows
- Company Flood Warden/Webmaster: Kelvin Platt, 21 Thorpe Meadows,
- Health & Safety Policy is on the Company website

Thorpe Meadows Residents Company Ltd

Registered Office: 23 Thorpe Meadows, Peterborough, PE3 6GA, Registered Number: 02286463, Registered in England and Wales.

Website: thorpemeadows.com Email: thorpe.meadows.marina@gmail.com