

**Frenches Farm  
Management  
Company Limited**

**Guidance Notes for  
Property Sellers**

The deeds of your house require a special form of legal certificate to be given to the buyers of your property at completion. The certificate is issued by this firm on behalf of FFM Co Ltd. It has a dual purpose:

1. *A clean bill of legal health:* It ensures that when the new owner takes over, all service charges have been cleared, and that there are have been no on-going contraventions of the restrictive covenants affecting your property title, which might give that new owner "inherited" problems.
2. *A fresh promise:* The new owners execute a special deed at completion, by which they promise with FFM Co Ltd to observe the title covenants.

The procedure leading to the issue of this important certificate is often accompanied by a number of other enquiries raised by the intending new owner's lawyers. They usually concern the activities of the management company; seek copies of past accounts and service charge information, make enquiries about membership change procedures and seek proof that you are a registered shareholder.

These conveyancing procedures are often overlooked by house owners in the preparation stages for a house sale. They can often come as a surprise just when the pressure is coming on. Early preparation (and no hidden surprises) is the best way to handle to things. We therefore hope the following notes will serve as a useful reminder when the time comes for you:-

1. The sellers lawyers should contact us at an early stage to get the ball rolling.
2. An estimate of our costs will be given at that stage, together with a clear explanation of what is required.
3. We will handle all of the documentation as quickly as we can.
4. The Officers of the residents company will deal with their side of things as quickly as they can. Please remember they are unpaid volunteers and not always immediately available.



**Frenches Farm  
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Heathfield**

**Guide on the estate  
title covenants**

The deeds of your property were first drawn up when Balfour Beatty Homes sold each house on its development. As happens in this country, the company used a form of sale document common to all houses on the estate. Amongst other things it contains various neighbourhood obligations by which all owners agree to abide, and these are known as “covenants.”

They are designed to promote consideration and good relations, and to uphold the quality and amenity of the neighbourhood.

They are (paraphrasing them):

- *Boundary maintenance*: you will need to refer to your own house deeds, but essentially the covenant establishes which boundaries were earmarked for maintenance by your household when the estate was first built. The deeds are not the end of the story however, as over the years, these obligations may have changed. That can happen where, for example, one neighbour may have replaced a fence which did not actually belong to him. It may now be his to look after.
- *No exterior alterations to buildings, walls fences etc without FFM Co Ltd’s consent*: This is so as to regulate the estate appearance and keep it smart.
- *No additional building walls or fences etc without consent*. This prevents the building of things like extensions, porches or conservatories without the consent of FFM Co Ltd.
- *No buildings to be used except for private residences.*
- *No caravans boats or trailers.*
- *No adverts or boards etc (except for sale / to let.)*
- *No repairing or maintenance of vehicles.*
- *Private garaging only and no trade, or business or commercial storage from garages.*
- *FFM Co Ltd approval to any change in house exterior paint colours.*
- *Keep all roads, paths, accesses, forecourts etc. unobstructed.*
- *Keep all windows clean and curtained.*
- *No external TV aerials (includes satellite dishes) without Residents Company consent.*