



BLAGDON ESTATE

MANAGING RURAL ENTERPRISE

Tel: 01670 789621 ~ Email: enquiries@blagdonestate.co.uk

Mr R J Downer
Chief Executive
Blagdon Estate Office
Seaton Burn
Newcastle upon Tyne
NE13 6DE

Blagdon Estate - Information for Tenants

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www.blagdonestate.co.uk

Blagdon Estate

Welcome to Blagdon Estate. This leaflet is designed to help you understand the Estate procedures and gives guidance in the event of emergencies. Please check our website regularly for up to date Information and our monthly newsletter.

The Estate Office

The Estate Office is open from 9am to 5pm Monday to Friday.
Telephone number(01670) 789621.
Chief Executive; Mr. R. J. Downer
Assist. Estate Manager : Mrs. E. Ridley

Repairs

All requests for repairs must be made direct to the Estate Office, a works ticket will be issued for all valid repairs and the work will be carried out as soon as possible. We try to prioritise all repairs so routine items may take a little while to attend to.

Out of office hours requests should only be made in the cases of emergency and can be made by leaving a message on the office answer phone or alternatively to:

Mrs E. Ridley (01670) 789287
R. J. Downer (01670) 789575

Please note that the Estate's resources out of hours are very limited and we may not be able to help in some cases.

Alterations

Any alterations or tenant improvements must be agreed in advance and work must not be carried out without written permission.

Due to the age of our properties there may be asbestos lagging in inaccessible areas and roof spaces. This is perfectly safe while undisturbed. However you should be aware that unauthorised disturbance of these areas can create a serious hazard. Should you have any concerns you should report these immediately to the

estate office.

Insurance

You should ensure that you have adequate contents insurance suitable for a tenanted property; there may be repairs for which you are responsible that will be covered by this.

Responsibilities

You should carefully read your tenancy agreement and make yourself aware of your responsibilities with regards to repairs. The Estate is not responsible for all repairs particularly not for those caused by misuse, e.g. broken windows, or for blocked drains caused by grease or other inappropriate items being introduced into drainage systems. We do not deal with vermin or bees/wasps. Please see the leaflet on dampness for advice on condensation.

Leaving your property unoccupied

Should you leave your property unoccupied over the winter period for more than 2 days, you should ensure that it is adequately protected against frost. We recommend leaving your heating on low and turning off your mains water supply.

Rent

Your tenancy agreement states that rents are payable quarterly in advance on 2nd February, 12th May, 1st August and 11th November. Invoices will be sent to you each quarter and the rent should be paid on or before the quarter day. If you foresee any difficulty in paying your rent on time, please let the Estate Office know as soon as possible.

Walks

You are welcome to walk on hard roads throughout the Estate and on some footpaths through the gardens and woods. A map of suitable routes is available on request.

Some useful telephone numbers:

Electricity emergency: 0800 66 88 77

Northumbrian Water : 0845 717 1100

Gas emergencies : 0800 111 999

Heating Oil: Brett Fuels 0191 490 3100

Calor gas 0870 2411602

Northumberland County Council : 0845 600 6400

Bees, wasps and mice : S.G.J Pest Services :(01670) 861976