



We know
property

Block and Estate Management Experts



“Pinnacle has the energy and experience to produce excellent property management solutions for all our clients”



About | Us

Pinnacle Property Management is a specialist block and estate management company with an extensive portfolio of clients across the south of England and West Midlands.

We represent many national and regional house builders, resident management companies and freeholders and we pride ourselves on delivering high quality and cost efficient services to all of our clients. We have our own fleet of vans and can provide our clients with cleaners, gardeners and general maintenance staff who are all employed directly by us.

Formed in 2004, our highly experienced team has cultivated an excellent reputation by offering a complete range of property management solutions, along with industry-leading customer service.

Whether an investment property or main home, we at Pinnacle understand the importance of protecting your assets and maximising your return on them.

We are members of ARMA (Association of Residential Managing Agents), and have attained the ARMA-Q standards and comply with a Consumer Charter and bespoke Standards. We are also certified to ISO9001 and ISO14001 standards.

This along with exacting company procedures, ensures that our clients consistently receive the highest standard of service from us.



Efficiency is key

Our unique approach to property management is highly efficient





Our Services

For Residents' Management Companies

- Advising and calculating of the annual service charge budget that shows the itemized expenditure in respect of the management of communal areas. Items may include buildings insurance, cleaning communal areas, window cleaning, grounds and landscape maintenance, building repairs for communal areas, fire alarm and emergency lighting, lift maintenance and insurance, external and internal re-decoration of the communal areas.
- Collection of service charges and / or ground rent in accordance with the terms of individual leases or freehold transfer documents.
- Arranging payment of all contracts for works associated with the communal areas at each development.
- Maintaining financial records and preparing year-end accounts for independent audit.
- Instruction and supervision of normal repairs to the structure, plant, fixtures and fittings on a day-to-day basis in accordance with covenants contained in leases and deeds of transfer.
- Production of specifications for cleaning, gardening, window cleaning and competitively tendering for annual contracts.

For Developers

- A review of draft legal documentation to ensure that it is effective for the development.
- Preparation of draft budgets for approval.
- Administration of the Management Company and the undertaking of all company secretarial duties on your behalf.
- Site visits by dedicated property manager to brief the site sales team on service charge details.
- All administration and management responsibilities for cleaners, gardeners, and repairs of communal areas.
- Arranging and administering buildings and other insurance policies, including engineering and Directors and Officers liability.
- Production of explanatory welcome packs for purchasers.

Our Services



“Pinnacle provides a very honest and reliable service making the handover from developer to managing agent trouble free, whilst keeping the residents happy at all times.”

Graham Odell, Bewley Homes Plc



“ We are proud to offer
a complete range
of services for the
management of your
ground rent portfolio ”



Freeholder Services

Freeholder Services

At Pinnacle, we ensure that the relationship between landlord and tenant is relaxed and productive by offering a complete management service of your ground rent portfolio.

Block/ Estate Management

Under the terms of the legal documentation, you may be responsible for maintenance and services of the communal areas of your estate or apartment block. Our team of dedicated experienced property managers will deal with any day-to day responsibilities or issues on your behalf.

Ground rent collection

We offer ground rent management services for Freeholders, Management Companies and Residents' Associations. We will fulfil all lease requirements including issuing rent demands on the necessary due dates in accordance with the Leasehold Reform Act 2002, collecting the rent and immediately accounting to the client.

In addition we will investigate any ground rent arrears and ensure that rent reviews are administered in accordance with the lease terms.

Insurance

Under the terms of the lease the landlord is usually obliged to insure the building. We will work closely with our brokers to arrange insurance cover at extremely competitive rates, after which the leaseholders will be invoiced to guarantee prompt payment.

Thinking of a change? Then contact us to arrange a free consultation meeting.

01189 320180 | www.pinnaclepm.co.uk

The Management of our developments is based on:

EFFICIENCY. At Pinnacle we understand that whatever the property size, maintenance charges are a big cost. Our team is committed to making sure these costs are kept as low as possible without compromising high standards. We invest a lot of time ensuring the most efficient outcomes for all our clients.

OPTIMISATION. We will maintain the property in optimum condition by dealing with issues immediately and proactively. Our aim is to support the best living environment possible whilst maximising the value of every property we manage.

COMMUNICATION. We are contactable 24 hours a day for emergencies. Email us at your own convenience for any non-urgent questions, or feel free to call our friendly team during office hours and we will be happy to help.

ACCOUNTABILITY. We are employed by the RMC/Freeholder and therefore are fully accountable to them. We have continual contact with the directors of the Management Company and/or Freeholder and will attend meetings and send regular updates.

ADMINISTRATION. Along with our proactive role in maintaining the high standard of your development, we will also take care of the administration and ensure all communications are clear and transparent.

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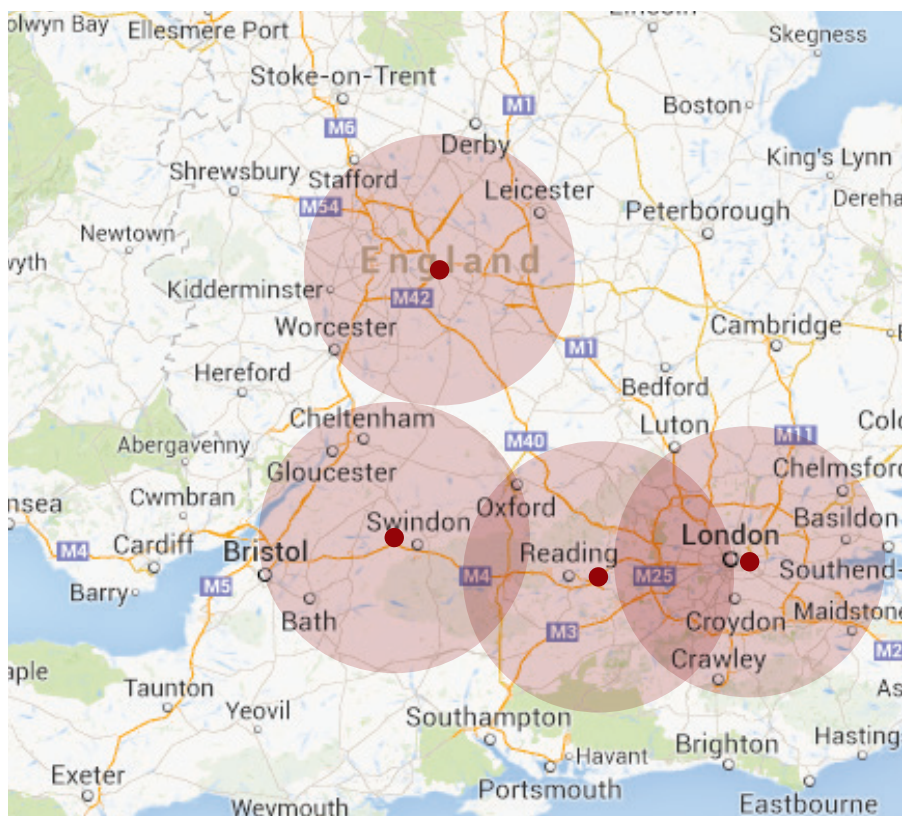
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Your Local Office



“Pinnacle actually do what they say they are going to do. Comforting to know that our investment is being looked after”

Adrian Ball, Reading



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