



Mulberry Park Management Company Ltd. **Information Sheet – AGM 2025 (29th Nov 2025)**

Mulberry Park - who we are and what we do.

Mulberry Park is a small private residential estate comprising of six streets and 130 properties, it was formerly a part of the RAF Finningley Camp but it is now run by the property shareholders for the benefit of the estate's residents.

Directors:- Presently there are two estate Directors...Angie Perkins & Barry Roughley.

Registered Office:- 2 Oak Tree Ave, Auckley, Doncaster DN9 3HB

Email:- mulberryparkauckley@gmail.com

Website:- www.mulberryparkauckley.co.uk

Mobile Number:- 07470978486

Companies House Registration Number: 03132875

The Directors of Mulberry Park Management Company Ltd are unpaid and they deal solely with the maintenance of the estate's private roads, footpaths, drainage, street lighting and upkeep of the trees, common grassed and planted areas. The Directors will not get involved in neighbour disputes etc.

The estate's maintenance management costs are funded from the annual service management fees collected from the property shareholders. The annual safety and routine maintenance of the estate enables us to keep the cost down for every resident. The level of service charge is reviewed annually by the Directors and the Management Agents and it may be increased to reflect annual inflation and the ongoing maintenance needs of the estate.

Our aim is to maintain the safety, serviceability and sustainability of the estate, to improve how it looks and how it's run and to try and become a more cohesive community led and supported organisation by offering a voice and opportunity for all who care to participate in the running of the estate and to have a say in its future direction.

Billing for the Estate Fees:- This is done bi-annually on 1st January and 1st July (they may be delivered to you early). If you have not received your bill by the 31st of the billing month then please contact the MP Directors to chase this up for you.

If you wish to make payment by Bank Transfer (which is our preferred method)...use the following new MP Account details from 15th Dec 2025:-

Bank: Co-operative

A/C Name: Mulberry Park Management Co Limited

Sort Code: 08-92-99

A/C Num: 65344044

Reference: your surname and the first line of your address on bank transfers.



As a Company shareholder you are responsible to make sure the annual management fee is duly paid on time.

Important Note:- if you fail to pay your bill and go in debt, the debt recovery and administration costs will be added to your bill.

Selling Your House:- Please contact the MP Directors for information regarding shares and solicitors packs, Note:- the legal and administration fee for this sales process is at your cost.

Polite Notice:- Unless it is a matter of urgency, please restrict your direct contact with the MP Directors to within normal working hours 9:00am to 5:00pm Mon to Fri. Emails may be received at any time and are checked regularly. Phone calls will be answered if convenient and safe to do so, however this is not guaranteed so any messages left will be responded to at the earliest available opportunity.

What's been done over the years.

2021: Remainder of Hazel Ave resurfaced as far as the turning head. Footpath repairs undertaken and new updated signage provided for road entrances. Surface water drains cleared however more works to be undertaken re blocked gullies, piped connections and broken covers and frames.

2022: Hazel Ave turning head/parking area resurfaced. Radius kerb on entry to Oak Tree Ave renewed. Various safety and patch road repairs done, streetlight of OTA realigned and guard protection provided. Gullies cleansed and repaired as necessary.

2023: Problem tree adjacent to the bus stop on Hurst Lane was removed and replaced with two new planting areas off Hurst Lane on Poplar Way and Walnut Ave. Blue LED street lights to be replaced in Dec 2023 or early 2024. Several local safety/routine maintenance repairs undertaken around the estate were undertaken.

2024: The failed LED street lights around the estate were replaced. Annual grounds maintenance works was undertaken along with the provision of planting areas at the junctions of Oak Tree Ave with Poplar Way and Walnut Ave. Various routine maintenance works were identified, these are to be carried forward to 2025 on account of the current operating status of the highway maintenance contractor.

2025: Oak Tree Avenue verge strengthening works completed (Phase 1). Trees at the corner of Poplar and Hazel and also on Walnut Ave have been pruned in order to clear the BT lines. Footpath extended at the junction of Lilac Gr/Hazel Ave around the corner to a point opposite the existing footway on Hazel Ave. Lamp post straightened and protection barrier installed outside 1/3 Hazel Ave.



Useful Information and Contact Details:

- **Vandalism/Anti-Social Behavior** –Report non-emergency incidents to the Police on 101 or report online to South Yorkshire Police (southyorks.police.uk) and take photos/video as evidence if it is safe to do so.
- **Auckley Parish Council** - Parish Council meetings are held at the Auckley Junior & Infants School on 2nd Wednesday of the month at 6:30pm, members of the Parish are welcome to attend. The Minutes of their monthly meetings are published on the village website:- <https://auckleyparish.co.uk>
- **Clerk to the Council:** Tel: 07857568268 Email: clerk@auckleyparishcouncil.gov.uk
Note:- The Christmas tree and light box that is put up each year is the responsibility of Auckley Parish Council...this will continue until the planted Christmas tree grows bigger...watch this space.

Things to remember:

- **Parking:-** Park considerately, avoid blocking your neighbour's access and do not drive or park on, over or obstructing the footpaths that are 'Prescriptive Private Rights Of Way' for safe pedestrian passage. If possible, park in the surfaced parking bays around the estate or carefully on the grass frontage to your property, being cautious to avoid damaging the grass surface.
- **Be Vigilant:-** Report any estate problems e.g. potholes, broken paths, street lights not working, blocked drains, etc to the Mulberry Park Directors. As a resident of the estate you have a joint responsibility to report any local safety concerns on the highway to the estate Directors as soon as possible. Such concerns will be investigated and acted upon accordingly, reflective of risk, safety, priority and affordability considerations.
- **Building Materials on Mulberry Park Land:-** Building materials (and the like) must be placed on tarpaulin where possible, please do not leave it loose on the highway. Tidy up afterwards and make good any damage to the land after the removal of the materials.
- **Any work on or affecting Mulberry Park Land:-** You must contact the Directors before any work is carried out in order to agree on the works arrangements and to agree on any remedial works to the land following completion and/or on any repair charges.



Directors Responsibilities:

The Directors of the Mulberry Park Management Company Ltd will...

- be responsible for the financial and the operational maintenance management, administration and insurance of the estate on behalf of the residents and shareholders.
- facilitate property sales, land purchase transactions and the issue shareholder certificates.
- conduct annual safety and routine maintenance inspections of the estate with the professional highway contractor and identify and repair those defects and planned works that require attention reflective of risk, safety, need, priority and affordability.
- ensure professional maintenance contractors are engaged to undertake works and services that have been identified and agreed for action.
- pay all valid invoices for works, utilities and services in a timely manner.
- arrange a venue and provide at least 21 days notice to residents and shareholders of the AGM event at which the management, administrative and financial status of the Company shall be declared and the estate maintenance and service needs shall be discussed.
- not get involved or adjudicate in private neighbour disputes.

Polite Notice:

The Directors are unpaid for the routine work they undertake and for the considerable time they assign on behalf of the Mulberry Park Management Company Ltd. They are passionate about the estate and they are committed to act in the best interests of the residents and shareholders at all times. In the context of this position, it is expected and required that all estate residents and shareholders will conduct themselves in a civil, proper and reasonable manner when engaging with the Directors in the performance of their duties and responsibilities. A position of 'zero tolerance' of abuse shall be adopted, whether it be verbal, physical or via social media, etc, and appropriate actions shall be taken should such abuse be prevalent. The Directors very much appreciate your support on this matter.