



Langley Park

Residents' Association

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Please fill in forms and return them to security.



WELCOME PACK

www.langleyparkbeckenham.co.uk



Langley Park

Residents' Association

WELCOME TO LANGLEY PARK

Dear Resident,

Welcome to Langley Park.

We are a group of volunteer residents who work to ensure this is a great place to live. We liaise with the managing agents and organise events.

If you would like to become a member of The Langley Park Residents Association, there is a membership fee £20 per household, per year, which helps us to pay for newsletters, events (**Easter Egg Hunt, Fun Day**), **Christmas lights** and our administrative costs.

If you are a member you will enjoy the free or discounts at our events.

If you would like to join, you can pay a direct payment to

SortCode 30-92-32

Account 01379278

Please use your address as the reference:

Alternatively you can pay by cash or cheque and post your subscription through the letterbox of:-

Steve Security Lodge
Colin Hughes at 1 Walled Garden Close
Bill Moore at 29 Limewood Close

We have a website www.langleyparkbeckenham.co.uk

Where you will find a list of useful contacts.

To help us send you regular information please fill in the form on the attach sheets and hand it in to the security lodge.

WE HOPE YOU ENJOY YOUR TIME HERE.

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Fun Day - Tug of war

Car Stickers

If you haven't collected your car sticker, please ask Steve at the gate. It will ensure a smooth entry to the development.



Please help us keep
Langley Park safe.



WELCOME TO LANGLEY PARK

Security:

Phone number for the security lodge is **020 8650 6591**

Committee:

Colin Hughes	Chair	Andy Grafham	Communications
Bill Moore	Treasurer	Alison Bennett	Social
Tina Cracknell	Secretary	Debbie Bond	Social

Full contact details of the committee are on the website.



If are exercising dogs in the development, please ensure that they are kept under control.



If your children are using bikes or e-scooter in the development, please ensure that children are supervised at all times.

Covenant:

Please note that properties in Langley Park have a covenant which can be viewed in your deeds.

Please check this before making any external changes to your property. If in doubt please contact the managing agents by email alterationshelp@firstport.co.uk.

External construction work can only be carried out:

Monday to Friday 8am - 6pm
Saturday 8am - 1pm

Sunday or Bank Holidays

NO EXTERNAL CONSTRUCTION WORK

**COMMERCIAL VEHICLES TRUCKS OR VANS ARE
NOT PERMITTED TO PARK OVER NIGHT.**



If the out going resident has not handed over their key fobs for the external gates to you, please contact Steve on Security.

Pond off Morgans Walk.



There is a pick your own herb garden adjacent to the pond for residents use.

PARKING

Please park responsibly, there are young children and people with baby buggies and wheelchairs, walking on the pavements around the development.



**PLEASE USE THE
DOG WASTE BINS.**

RESIDENTS DETAILS

Address	
Home phone number	
Main Contact	
Name	
Email address	
Mobile number	
Second contact	
Name	
Email Address	
Mobile number	

Owner: ☐

Tenant: ☐

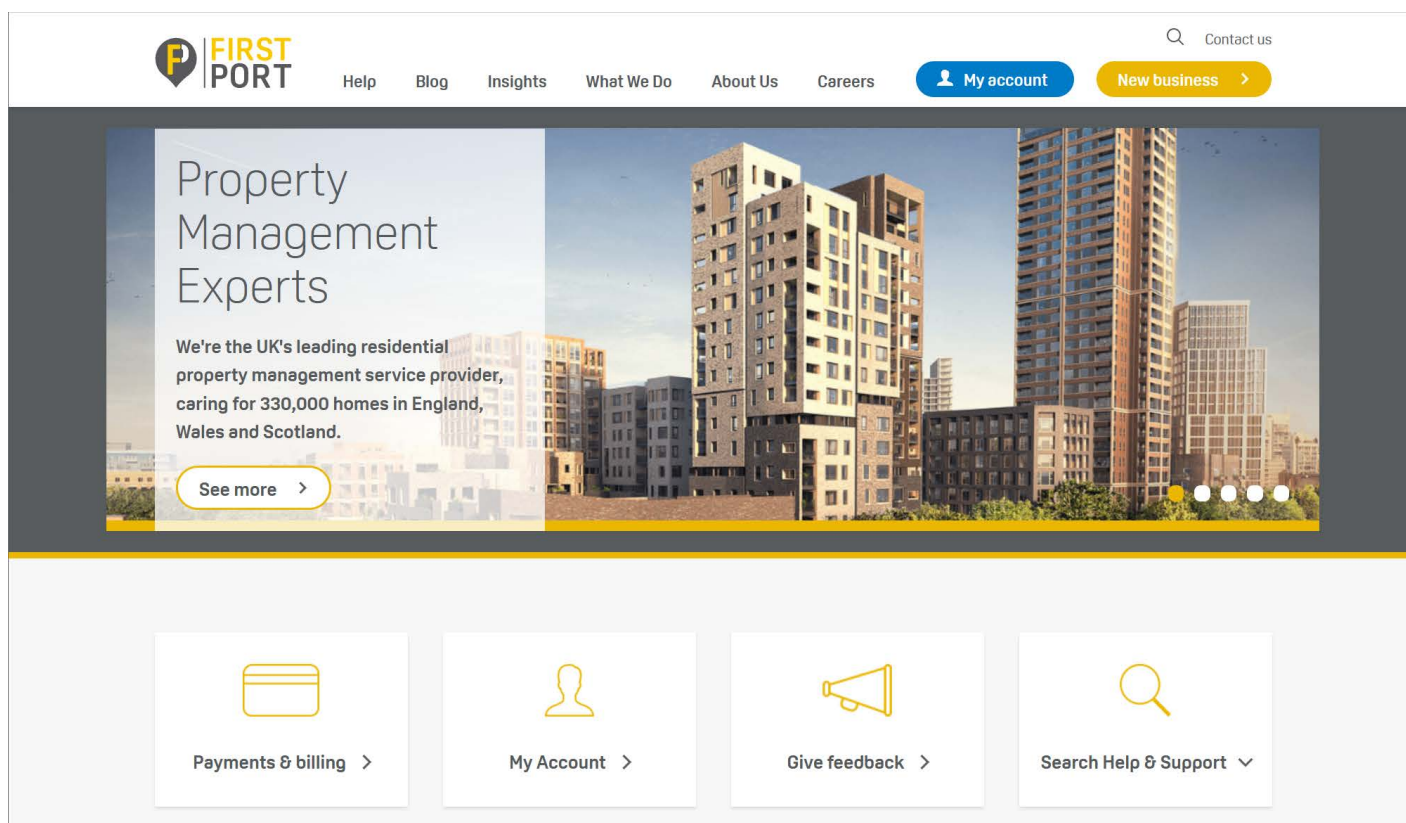
OWNERS DETAILS

Name	
Company	
Address	
Home phone number	
Email address	

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PROPERTY OWNERS

If you own your property you need register on the Firstport's website and look up your property, <https://www.firstport.co.uk/>



The screenshot shows the Firstport website homepage. At the top, the Firstport logo is on the left, and navigation links (Help, Blog, Insights, What We Do, About Us, Careers) are in the center. On the right, there are links for 'My account' and 'New business', along with a search icon and 'Contact us'. Below the navigation bar is a large banner featuring a modern apartment building. The banner text reads: 'Property Management Experts' and 'We're the UK's leading residential property management service provider, caring for 330,000 homes in England, Wales and Scotland.' A 'See more' button is located at the bottom left of the banner. Below the banner is a row of four service tiles: 'Payments & billing', 'My Account', 'Give feedback', and 'Search Help & Support'.

FIRST PORT

Help Blog Insights What We Do About Us Careers

[My account](#) [New business](#)

Contact us

Property Management Experts

We're the UK's leading residential property management service provider, caring for 330,000 homes in England, Wales and Scotland.

[See more](#)

Payments & billing

My Account

Give feedback

Search Help & Support

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VISITORS ACCESS REGISTRATION FORM

It is the policy and procedure at Langley Park that all residents' visitors must be authorised before access is allowed, This is/will be done by the security making a telephone call to the resident and clarifying that the visitor is a welcome/expected visitor.

In the event that the resident cannot be contacted or does not wish to welcome the visitor; they will not be permitted access.

Whenever possible please call the security lodge on: **020 8650 6591** - in advance of visitors' arrival, This will allow security to grant access to visitors more efficiently.

You may also have regular visitors that you wish security to all access without notification, This can simply be arranged simply by putting this in writing addressed to the security lodge. This information will then be processed and the instruction will be followed.

In order to simplify and clarify the access arrangements to your property for any or all visitors we would be grateful if you could return this signed form to the security lodge as soon as possible.

☐

I, the below named confirm that I fully understand the policies and procedures of Langley Park stated above.

Signature:	
Print Name:	
Date:	
Address:	

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KEY HOLDING REGISTRATION FORM

Date:	
Address:	

I hereby request the security:

☐

To hold any keys on my behalf and sign them out to the approved suppliers, tradespersons or one of the like in accordance with the supplied list of approved regular contractors. The security will check the delivery note and/or proof of ID from the company/delivery person.

If you decline to tick this box, the security will turn away any suppliers/tradesperson/large deliveries in your absence.

List of approved suppliers/contractors

If you need to make changes to the above list please resubmit this form stating all approved contractors.

Signature	
Print name:	
Date:	

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VEHICLE REGISTRATION FORM

Name:	
Address:	

Vehicle 1 Badge number:			
Registration No:			
Make		Colour	

Vehicle 2 Badge number:			
Registration No:			
Make		Colour	

Vehicle 3 Badge number:			
Registration No:			
Make		Colour	

Vehicle 4 Badge number:			
Registration No:			
Make		Colour	

Please return this form to the security lodge.

Should at anytime you change your vehicle please submit this form with the new registration details.

Signature	
Print name:	
Date:	

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FOBS AND PEDESTRIAN ACCESS

OTHER RESIDENTS/CHILDREN LIVING AT YOUR ADDRESS IN LANGLEY PARK

Fobs are used to access the gates to Wickham Way and Waterside. Each person living in the house over the age of 5 is entitled to one. Please list them below, if you have any question regarding fobs please contact security.

Address:	
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Residents Name:	
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Residents Name:	
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Residents Name:	
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Residents Name:	
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Residents Name:	
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Residents Name:	
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Residents Name:	
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