

# *A Guide to Our Legal Services*

Founded in 1910, Hart Reade proudly provides a high-quality legal service for individuals and businesses across East Sussex, and beyond. We have a friendly, professional team of qualified lawyers and dedicated support staff committed to helping you with your personal and business affairs.

From our offices based in Eastbourne, Polegate and Hailsham, we can help with lots of different issues that you may be facing.

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## ***For you:***

- Family: Divorce, Finance, Separation and Children
- Mediation
- Collaborative Law
- Residential Property
- Administration of Estates (Probate)
- Wills
- Lasting Powers of Attorney
- Management of Affairs
- Trusts and Tax
- Employment
- Landlord and Tenant
- Dispute Resolution and General Litigation
- Property Issues
- Challenging Wills
- Declarations of Trust

## ***For your business:***

- Commercial Property
- Property Development
- Business and Company Acquisitions
- Declarations of Trust
- Dispute Resolution and Litigation
- Employment
- Landlord and Tenant
- Partnership and Shareholder Agreements
- Company Law, including Director's Duties
- General Business Advice
- Mediation

## ***Residential Property***

We are accredited members of The Law Society's Conveyancing Quality Scheme. We handle sales and purchases of property - freehold, leasehold, commonhold, etc. Our work includes planning considerations, rights of access, boundaries, shared obligations and service connections as well as nature of ownership, inheritance considerations and third-party rights (e.g. mortgages).

## ***Long Residential Leases***

We are members of the Association of Leasehold Enfranchisement Practitioners. We have particular specialism in this area, acting for both landlord and tenants in connection with lease extensions, right to manage claims, leasehold enfranchisement and rights of first refusal. Our litigation specialist can also assist with service charge disputes as necessary and enforcement of lease provisions.

## ***Landlord and Tenant***

Whether commercial or residential, we can advise both landlords and tenants on new leases (long and short) and suggested terms, such as length, rent, repairing obligations and relevant legislation.

Additionally, we can advise on issues that arise under existing leases. This can include disputed areas such as rent and service charge arrears or claims for breach, dilapidations, forfeiture and possession; together with undisputed topics such as assignment, sub-letting and lease renewals.

## ***Company / Commercial***

We can advise on commercial matters, from ordinary sales and purchases, through to complex land development and arrangements. We also provide advice on business/company topics such as transfers of going concerns, Articles of Association, employment, re-structuring, terms and conditions of business, loan agreements and partnership and shareholder agreements. We also advise on business disputes.

## ***Wills***

When making a Will it is advisable to take advice from a qualified lawyer, to ensure your wishes are carried out. We can advise you on family succession, trusts and how Inheritance Tax affects you, and we look to advise on how your wishes may be better structured to make use of the allowances available to you.

## ***Lasting Powers of Attorney***

A Lasting Power of Attorney is a legal document which lets you appoint another person or persons (Attorneys) to make decisions on your behalf. There are two types; one for financial decisions and one for health care decisions. You can choose to make one or both and we can offer help and advice in respect of both types of Lasting Powers of Attorney.

## ***Trusts***

A trust arises where one person (a trustee) holds an asset for the benefit of another (a beneficiary).

A trust is a useful device for carrying out particular wishes but there can be complicated tax and other consequences. We can assist in advising on setting up trusts and in their ongoing management, including the completion of trust and estate tax returns if required.

## ***Administration of Estates***

Upon the death of an individual, it is necessary for their estate to be administered. We are able to offer several different levels of service from the preparation of the Probate documentation, including the Inheritance Tax forms and Oath for Executors, to obtaining the Grant of Probate. Alternatively, we can assist with the full administration.

## ***Family Law***

We have a very experienced and dedicated team of expert qualified lawyers (Resolution members) specialising in divorce and finances, Civil Partnerships, unmarried couples (including separation and property disputes) and all matters involving children - to include residence (custody) and contact (access). We also undertake Collaborative Law and advise on mediation matters. We focus on resolving matters quickly, favourably and cost effectively.

Our skilled lawyers are considered very personable and are highly motivated to ensure you receive a quality service. We offer a free 30 minute appointment to discuss your circumstances and give preliminary legal advice.

## ***General Litigation/Dispute Resolution***

We can help you resolve (and avoid) disputes and can deal with Court and Tribunal proceedings on your behalf. Examples of areas we cover are: business disputes, contractual disputes, contested Wills and Inheritance Act claims, debt recovery, employment, landlord and tenant, mediation, negligence, property

issues (including boundary disputes and disputes over ownership) and partnership disputes. We provide clear and practical advice on your rights and legal remedies. We aim to achieve a quick and effective result at a cost which is proportionate to the sum or matter concerned.

## ***Employment***

We advise employers and employees on all aspects of employment law including settlement agreements, unfair dismissal, disciplinary and grievances, redundancy, discrimination, post termination restrictions, TUPE, contracts of employment etc. If urgent advice is needed, we can provide an immediate response by telephone.

# Contact Hart Reade

If you would like to find out more about any of our services, please call us on **01323 727321**, visit our website **[www.hartreade.co.uk](http://www.hartreade.co.uk)** or email us on **[info@hartreade.co.uk](mailto:info@hartreade.co.uk)**.

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### ***Address:***

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East Sussex  
BN21 4LW

### ***Telephone:***

01323 727321

## ***Hailsham***

### ***Address:***

Old Manor House  
Market Street  
Hailsham  
East Sussex  
BN27 2AE

### ***Telephone:***

01323 841481

## ***Polegate***

### ***Address:***

55 High Street  
Polegate  
East Sussex  
BN26 6AL

### ***Telephone:***

01323 487051

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## ***Parking at our Offices***

Clients may use car parking spaces at the Eastbourne, Hailsham and Polegate offices while attending appointments. We have disabled access at all offices and can arrange home visits where appropriate.

This information sheet is intended to be a summary only and should not be treated as a comprehensive guide and should not be acted on without qualified legal advice. If you require further information, please do not hesitate to contact Hart Reade and we will be happy to assist.

Hart Reade Solicitors is the trading name of Hart Reade LLP (a Limited Liability Partnership) registered in England and Wales, number OC435917. Authorised and regulated by the Solicitors Regulation Authority, number 817652.

Registered office: 104 South Street Eastbourne BN21 4LW, where a list of Members names is available for inspection. We use the term 'Partner' to refer to a Member of the LLP (and this does not imply any legal obligation beyond that of a Member of the LLP) or a partner non-Member employee / consultant.