

**Company Name:** Newport Street (Swindon) Management Company Limited

**Inspector Name:** Thomas Dellow MIRPM

**Inspection Date:** 30 November 2023

## Purpose

This site inspection record is used when undertaking regular site inspections and is solely for the purpose of recording and monitoring the common (communal) parts on behalf of the above company.

## What Is Included

The below report comments on the general condition of the interior and exterior communal parts (where applicable) as they were found at the time of this inspection.



**Please note:** This inspection is carried out visually by the property manager or a competent person instructed by the property manager and should not be used for any other purpose than to comment and record the general state and condition of the common (communal) parts that are inspected during a routine site visit. Where further investigation, testing or remedial work is required, a competent person is instructed by the property manager.



# BLOCK MANAGEMENT LTD

PROFESSIONAL PROPERTY MANAGEMENT

Internal Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Entrances</b> (Main doors)	✓			The main entrance doors to the main block and coach house block are secured via key.	None
<b>Hallway</b> (Communal Lobbies and Stairs)	✓			The hallways were accessible.	None
<b>Lighting</b> (Standard and Emergency Lighting)	✓			The standard lighting appeared in good visual condition. An emergency lighting check was carried out with satisfactory results.	None
<b>Internal Doors</b> (Compartment Doors)			✓	There are no internal compartmenting doors.	None
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	✓			The electrical cupboard for the coach house was secure.	None
<b>Windows</b> (Communal Windows)	✓			The communal windows appeared in good visual condition.	None
<b>Signage</b> (Communal Notices)	✓			Communal signage is accessible and up to date.	None
<b>Additional Comments</b>					None



# BLOCK MANAGEMENT LTD

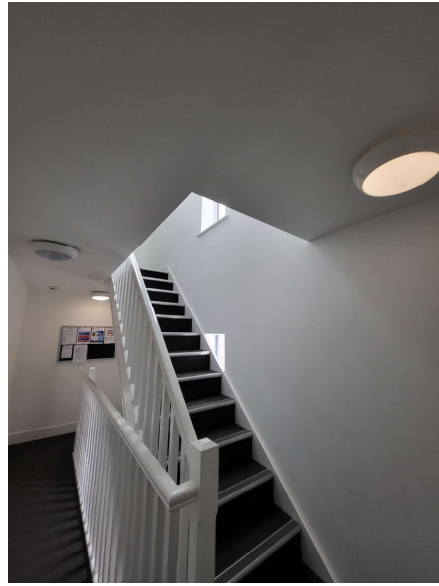
PROFESSIONAL PROPERTY MANAGEMENT

External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Exterior Structure</b> (The Building)	✓			The exterior appeared in good visual condition.	None
<b>Guttering</b> (Gutters and Fascia)	✓			The gutters were inspected from ground level and appeared in good visual condition.	None
<b>Roofing</b> (Tiles and Cladding)	✓			The roofing was inspected from ground level and appeared in good visual condition.	None
<b>Communal Grounds</b> (Gardens and Common Areas)	✓			There are minimal communal grounds which were accessible.	None
<b>Bin Store</b> (Waste Disposal Areas)	✓			The bin store is external and was accessible.	None
<b>Car Park</b> (Vehicle Parking)	✓			There are minimal car parking spaces which were accessible.	None
<b>Bike Store</b> (Bicycle Areas)			✓	There is no communal bike store.	None
<b>Additional Comments</b>					None

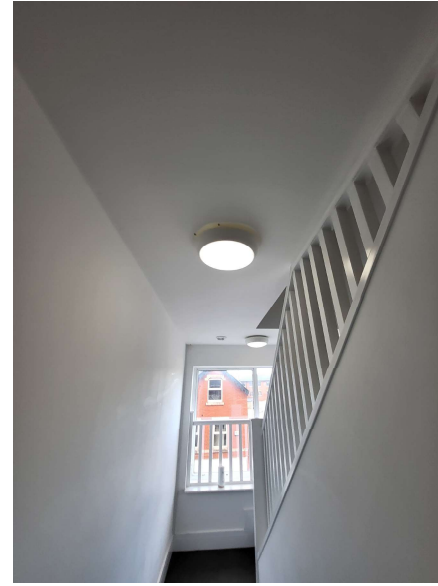
**Entrances (Main Doors)**



**Hallway (Communal Lobbies and Stairs)**



**Lighting (Standard and Emergency Lights)**



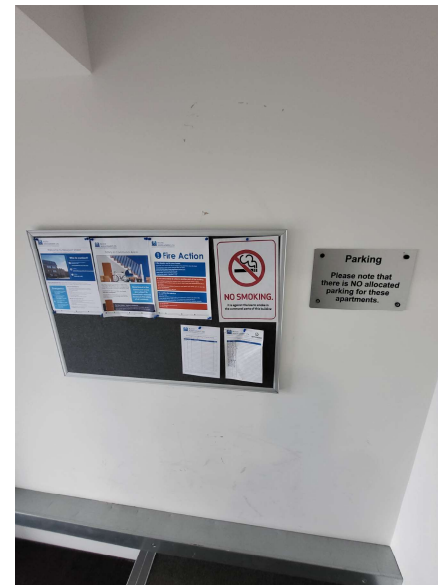
**Internal Doors (Compartment Doors)**



**Cupboard Doors (Electrical Cupboard Doors)**

**Windows (Communal Windows)**

**Signage (Communal Notices)**

**Additional Photos**



Exterior Structure (The Building)	Guttering (Gutters and Fascia)	Roofing (Tiles and Cladding)	Communal Grounds (Gardens and Common Areas)
			
Bin Store (Waste Disposal Area)	Car Park (Vehicle Parking)	Bike Store (Bicycle Areas)	Additional Photos