

**Company Name:** Windsor Road (Swindon) Residents 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)	✓			Entrances to each block are secured via fob entry and were secure.	None
<b>Hallway</b> (Communal Lobbies and Stairs)		✓		Items were being stored in the communal hallway. These items will be ticketed/ owners notified and removal arranged.	Review
<b>Lighting</b> (Standard and Emergency Lighting)	✓			The lighting appeared in good visual condition.	None
<b>Internal Doors</b> (Compartment Doors)	✓			Compartmenting doors appeared in good visual condition and operation.	None
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	✓			The electrical cupboard doors were secure.	None
<b>Windows</b> (Communal Windows)	✓			The communal windows appeared in good visual condition.	None
<b>Signage</b> (Communal Notices)	✓			Signage was present and up to date.	None
<b>Additional Comments</b>					None



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External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Exterior Structure</b> (The Building)	✓			The exterior was visually inspected and appeared in good condition.	None
<b>Guttering</b> (Gutters and Fascia)	✓			The guttering was visually inspected and appeared in good condition.	None
<b>Roofing</b> (Tiles and Cladding)	✓			Due to height constraints the roof was visual inspected from ground level and appeared in good condition.	None
<b>Communal Grounds</b> (Gardens and Common Areas)	✓			The communal grounds appeared in good visual condition. The gate closest to Highclere Ave has been vandalized, contractor to make repairs.	Review
<b>Bin Store</b> (Waste Disposal Areas)		✓		There are a small number of non domestic waste items which require removal. The bin store is otherwise satisfactory.	Review
<b>Car Park</b> (Vehicle Parking)	✓			The car park was accessible.	None
<b>Bike Store</b> (Bicycle Areas)	✓			The bike stores were generally accessible except for 20-25. The owner of the items will be contacted.	Review
<b>Additional Comments</b>					None

**Entrances (Main Doors)**



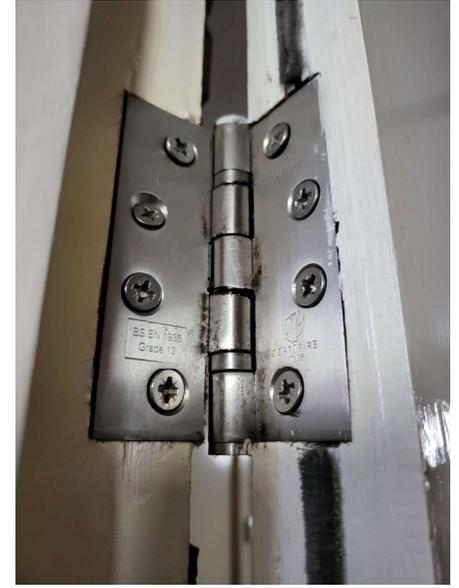
**Hallway (Communal Lobbies and Stairs)**



**Lighting (Standard and Emergency Lights)**



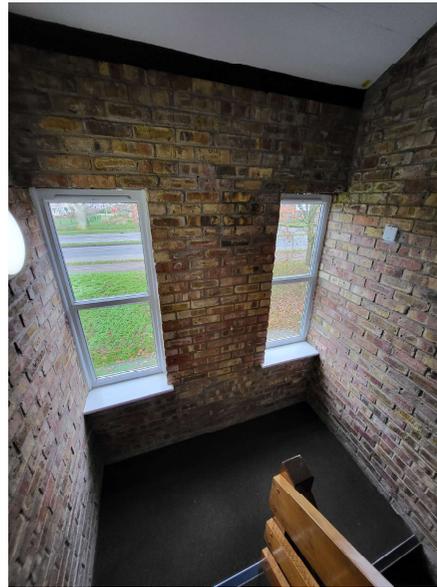
**Internal Doors (Compartment Doors)**



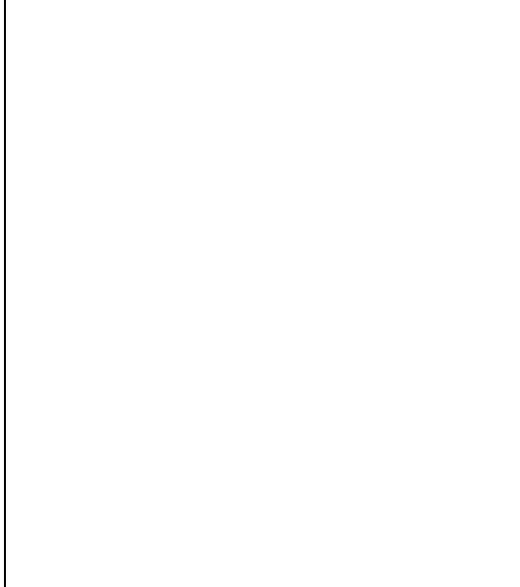
**Cupboard Doors (Electrical Cupboard Doors)**



**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**

