

**Company Name:** R. Mead Phase 1 (Swindon) Management Company Limited

**Inspector Name:** K. Zak

**Inspection Date:** 14 May 2025

### 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.



Internal Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Entrances</b> (Main doors)	✓			Main entry doors were secure and functioning properly during inspection.	None
<b>Hallway</b> (Communal Lobbies and Stairs)	✓			Communal areas were tidy and in good visual condition.	None
<b>Lighting</b> (Standard and Emergency Lighting)	✓			Communal lighting was tested and confirmed to be fully operational.	None
<b>Internal Doors</b> (Compartment Doors)	✓			All internal fire doors were functional and free from visible damage.	None
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	✓			Electrical and service cupboards were checked and found secure.	None
<b>Windows</b> (Communal Windows)	✓			All accessible windows operated correctly and closed securely.	None
<b>Signage</b> (Communal Notices)	✓			Mandatory safety signs were present and clearly visible.	None
<b>Additional Comments</b>					None



# BLOCK MANAGEMENT LTD

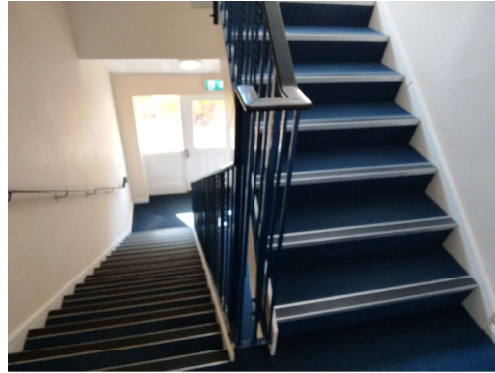
PROFESSIONAL PROPERTY MANAGEMENT

External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Exterior Structure</b> (The Building)	✓			External inspection showed no cause for concern.	None
<b>Guttering</b> (Gutters and Fascia)	✓			Gutters and downpipes were secure and intact.	None
<b>Roofing</b> (Tiles and Cladding)	✓			No visible displacement or missing elements noted from ground view.	None
<b>Communal Grounds</b> (Gardens and Common Areas)	✓			Communal areas showed signs of regular care and upkeep.	None
<b>Bin Store</b> (Waste Disposal Areas)	✓			Bins were correctly used and showed no signs of overflow.	None
<b>Car Park</b> (Vehicle Parking)	✓			Car park is well-maintained, with no surface damage or obstructions.	None
<b>Bike Store</b> (Bicycle Areas)	✓			Bike store was accessible and free from clutter or obstruction	None
<b>Additional Comments</b>					None

**Entrances (Main Doors)**



**Hallway (Communal Lobbies and Stairs)**



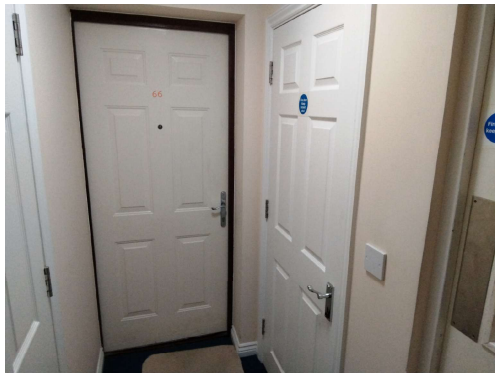
**Lighting (Standard and Emergency Lights)**



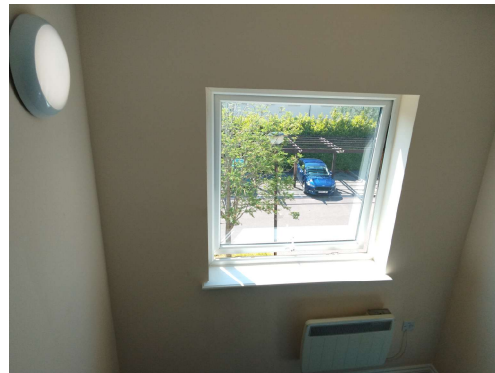
**Internal Doors (Compartment Doors)**



**Cupboard Doors (Electrical Cupboard Doors)**



**Windows (Communal Windows)**



**Signage (Communal Notices)**



**Additional Photos**

**Exterior Structure (The Building)**



**Guttering (Gutters and Fascia)**



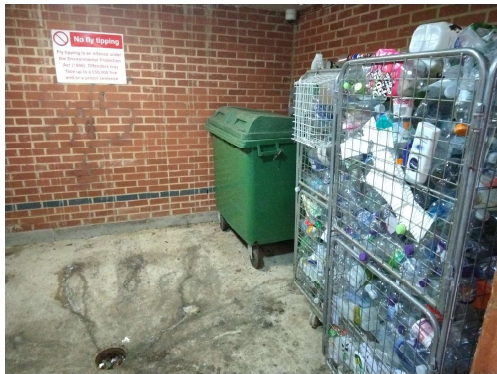
**Roofing (Tiles and Cladding)**



**Communal Grounds (Gardens and Common Areas)**



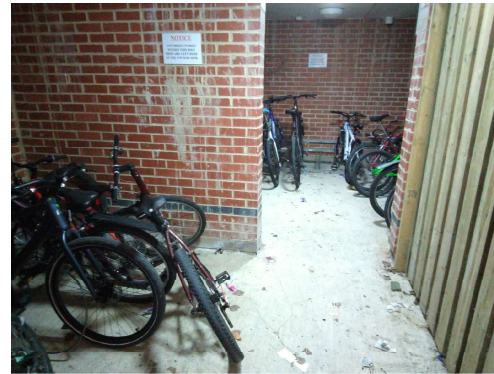
**Bin Store (Waste Disposal Area)**



**Car Park (Vehicle Parking)**



**Bike Store (Bicycle Areas)**



**Additional Photos**