

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

**Inspector Name:** K. Zak

**Inspection Date:** 27 August 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)	✓			The doors open and closes correctly.	None
<b>Hallway</b> (Communal Lobbies and Stairs)	✓			Hallway and stairs are clean and tidy.	None
<b>Lighting</b> (Standard and Emergency Lighting)	✓			The lights are working correctly, emergency lights have also been checked and are working perfectly.	None
<b>Internal Doors</b> (Compartment Doors)	✓			The internal doors open and closes correctly.	None
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	✓			Cupboard doors were secure at time of inspection.	None
<b>Windows</b> (Communal Windows)	✓			The communal windows appeared in good visual condition.	None
<b>Signage</b> (Communal Notices)	✓			Signage is up to date and available.	None
<b>Additional Comments</b>					None



# BLOCK MANAGEMENT LTD

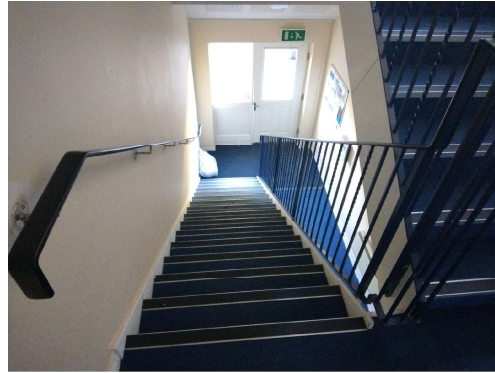
PROFESSIONAL PROPERTY MANAGEMENT

External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Exterior Structure</b> (The Building)	✓			The exterior appeared to be in good visual condition.	None
<b>Guttering</b> (Gutters and Fascia)	✓			The guttering appeared to be in good visual condition.	None
<b>Roofing</b> (Tiles and Cladding)	✓			The roof was inspected from ground level and appeared to be in good visual condition.	None
<b>Communal Grounds</b> (Gardens and Common Areas)	✓			The communal grounds, garden and common areas are well maintained by the gardens, free of litter.	None
<b>Bin Store</b> (Waste Disposal Areas)	✓			The bin area is clean and tidy.	None
<b>Car Park</b> (Vehicle Parking)	✓			The car park is well-maintained.	None
<b>Bike Store</b> (Bicycle Areas)	✓			The bike store is well-maintained.	None
<b>Additional Comments</b>					None

**Entrances (Main Doors)**



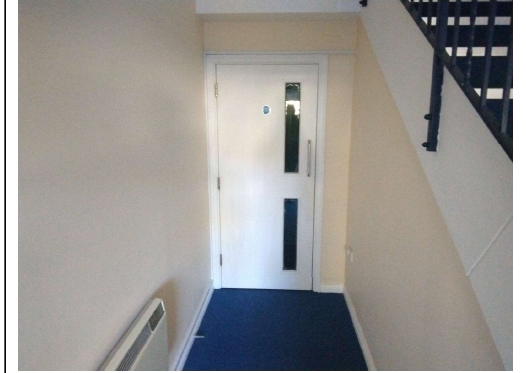
**Hallway (Communal Lobbies and Stairs)**



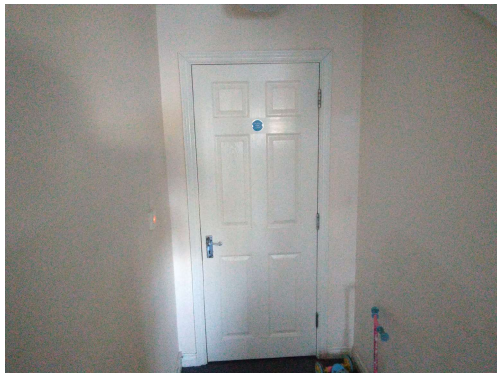
**Lighting (Standard and Emergency Lights)**



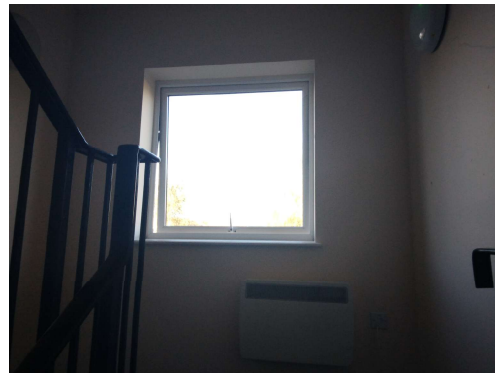
**Internal Doors (Compartment Doors)**



**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**