

**Company Name:** Sweet Briar Court Management Limited

**Inspector Name:** Thomas Dellow MIRPM

**Inspection Date:** 05 October 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)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Doors were secure and locked on inspection	None <input type="button" value="v"/>
<b>Hallway</b> (Communal Lobbies and Stairs)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The hallways were accessible. Some small items are being kept and owners will be notified accordingly.	None <input type="button" value="v"/>
<b>Lighting</b> (Standard and Emergency Lighting)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lighting appeared in overall good condition. EM lights are checked monthly and recorded. Light fitting outside 64 is flashing, an engineer has been engaged.	Review <input type="button" value="v"/>
<b>Internal Doors</b> (Compartment Doors)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Internal doors self closed and appear in good condition	None <input type="button" value="v"/>
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cupboard doors were locked and in good condition	None <input type="button" value="v"/>
<b>Windows</b> (Communal Windows)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The communal windows appeared in good condition.	None <input type="button" value="v"/>
<b>Signage</b> (Communal Notices)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Signage was present in each internal lobby.	None <input type="button" value="v"/>
<b>Additional Comments</b>					None <input type="button" value="v"/>



# BLOCK MANAGEMENT LTD

PROFESSIONAL PROPERTY MANAGEMENT

External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
Exterior Structure (The Building)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The exterior appeared in good overall condition	None <input type="button" value="v"/>
Guttering (Gutters and Fascia)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The guttering is relatively new and appears in good condition	None <input type="button" value="v"/>
Roofing (Tiles and Cladding)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The roof was inspected at ground level and appears in good condition. Scaffolding is present on block 75-85.	None <input type="button" value="v"/>
Communal Grounds (Gardens and Common Areas)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The grounds were accessible and tidy. There are some hidden areas where bicycles have been abandoned. Notice to residents regarding their removal.	Review <input type="button" value="v"/>
Bin Store (Waste Disposal Areas)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The bin stores were in tidy condition.	None <input type="button" value="v"/>
Car Park (Vehicle Parking)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The car park was accessible. New numbers have recently been painted which has made a welcome improvement.	None <input type="button" value="v"/>
Bike Store (Bicycle Areas)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There are no designated bike stores.	None <input type="button" value="v"/>
Additional Comments					None <input type="button" value="v"/>

**Entrances (Main Doors)**



**Hallway (Communal Lobbies and Stairs)**



**Lighting (Standard and Emergency Lights)**



**Internal Doors (Compartment Doors)**



**Cupboard Doors (Electrical Cupboard Doors)**



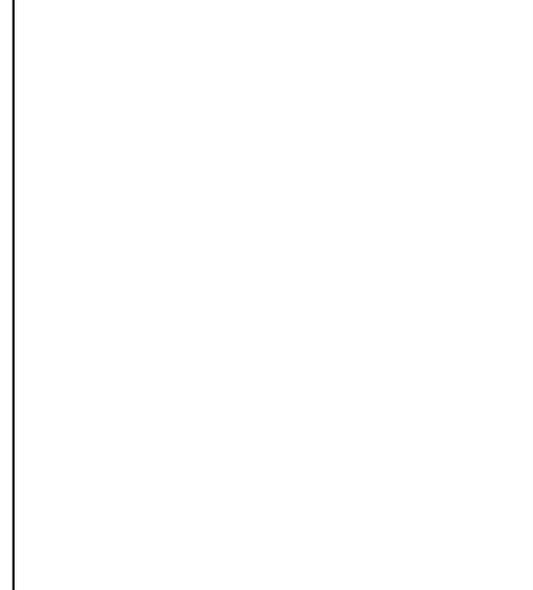
**Windows (Communal Windows)**



**Signage (Communal Notices)**



**Additional Photos**



**Exterior Structure (The Building)**



**Guttering (Gutters and Fascia)**



**Roofing (Tiles and Cladding)**



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



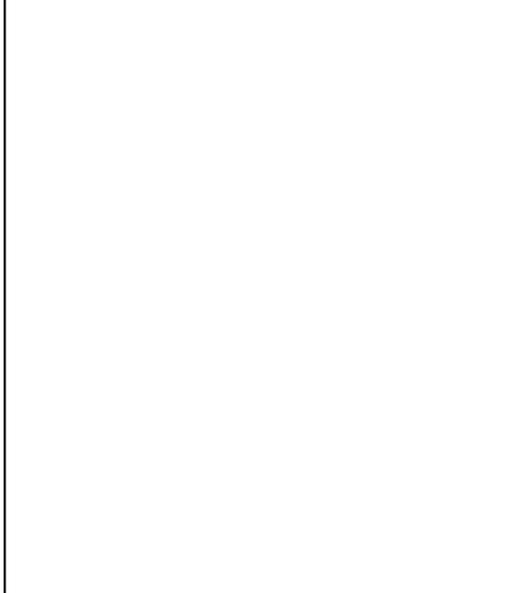
**Bin Store (Waste Disposal Area)**



**Car Park (Vehicle Parking)**



**Bike Store (Bicycle Areas)**



**Additional Photos**

