

## **Site Inspection Record**

Company Name: Charminster Close Freehold Ltd

Inspector Name: Thomas Dellow AIRPM

Inspection Date: 11 January 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.

Internal Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
Entrances (Main doors)	<b>✓</b>			The main doors are secured via a fob entry system and were secure at time of inspection.	None
Hallway (Communal Lobbies and Stairs)		<b>✓</b>		Some items were found in the communal area and ticketed.	Review
<b>Lighting</b> (Standard and Emergency Lighting)	<b>√</b>			Emergency lighting was tested via flick test with no visible faults.	None
Internal Doors (Compartment Doors)			<b>√</b>	There are no internal compartmenting doors.	None
Cupboard Doors (Electrical Cupboard Doors)	<b>√</b>			The electrical cupboard doors were locked and secure.	None
Windows (Communal Windows)	<b>√</b>			The windows appeared in good visible condition.	None
Signage (Communal Notices)	<b>✓</b>			Signage was updated on the communal notice boards of each block.	None
Additional Comments					None

External Inspection	Acceptable	Not Acceptable	N/A	Comments	Photos
Exterior Structure (The Building)	<b>√</b>			The exterior appeared in good visible condition.	None
Guttering (Gutters and Fascia)	<b>√</b>			The guttering appeared in good visible condition.	None
Roofing (Tiles and Cladding)	✓			The tile clad facade was in a fair condition.	None
Communal Grounds (Gardens and Common Areas)	<b>√</b>			The grounds were in good visible condition.	None
Bin Store (Waste Disposal Areas)		<b>✓</b>		The bin store closes to Kimmeridge Close had excess litter. A contractor was instructed to litter pick the area following the visit.	Review
Car Park (Vehicle Parking)	<b>√</b>			The car park was in a fair condition.	None
Bike Store (Bicycle Areas)			<b>√</b>	There is not bike store provided.	None
Additional Comments					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
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**Exterior Structure (The Communal Grounds (Gardens Guttering (Gutters and Fascia) Roofing (Tiles and Cladding) Building**) and Common Areas) **Bin Store (Waste Disposal Area) Car Park (Vehicle Parking) Bike Store (Bicycle Areas) Additional Photos**