

Company Name: Hart Close (Wootton Bassett) RTM Company Limited

Inspector Name: K. Zak

Inspection Date: 03 April 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.



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Internal Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
Entrances (Main doors)	✓			Main entrance doors were secure and operated without issue.	None
Hallway (Communal Lobbies and Stairs)	✓			Common corridors were well-maintained and fully accessible.	None
Lighting (Standard and Emergency Lighting)	✓			Lighting, including emergency units, is operational with no faults reported.	None
Internal Doors (Compartment Doors)			✓	N/A	None
Cupboard Doors (Electrical Cupboard Doors)	✓			Cupboards were locked and in good operational condition.	None
Windows (Communal Windows)	✓			Windows in communal areas opened and closed correctly.	None
Signage (Communal Notices)	✓			Building noticeboard was clearly displayed and information was up to date.	None
Additional Comments					None



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External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
Exterior Structure (The Building)	✓			The external structure is in good visual condition with no obvious defects.	None
Guttering (Gutters and Fascia)	✓		✓	Guttering and fascia are intact, with no blockages or damage observed	None
Roofing (Tiles and Cladding)	✓			Roofing inspected from ground level - no signs of damaged noted.	None
Communal Grounds (Gardens and Common Areas)	✓			Communal grounds were tidy, well-kept, and free from litter.	None
Bin Store (Waste Disposal Areas)			✓		None
Car Park (Vehicle Parking)	✓			Car park is well-maintained, with no surface damage or obstructions.	None
Bike Store (Bicycle Areas)			✓		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

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
			