

**Company Name:** St Michaels (Lambourn) Limited

**Inspector Name:** K. Zak

**Inspection Date:** 15 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.



Internal Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Entrances</b> (Main doors)	✓			Entrance doors were secure and operated without issue.	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)	✓			Lighting, including emergency units, is operational with no faults reported.	None
<b>Internal Doors</b> (Compartment Doors)	✓			Compartment doors were secure and presented in good condition.	None
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	✓			No issues noted with access or condition of service cupboard doors.	None
<b>Windows</b> (Communal Windows)	✓			All accessible windows were checked and found in good condition.	None
<b>Signage</b> (Communal Notices)	✓			Building noticeboard was clearly displayed and information was up to date.	None
<b>Additional Comments</b>					None



External Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Exterior Structure</b> (The Building)	✓			The external structure is in good visual condition with no obvious defects.	None
<b>Guttering</b> (Gutters and Fascia)	✓			No signs of leaks or water overflow; fascia boards also in good condition.	None
<b>Roofing</b> (Tiles and Cladding)	✓			Roofing inspected from ground level – no signs of damage noted.	None
<b>Communal Grounds</b> (Gardens and Common Areas)	✓			Communal grounds were tidy, well-kept, and free from litter.	None
<b>Bin Store</b> (Waste Disposal Areas)	✓			Bin area was clean and organised, with all bins properly stored.	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)			✓	N/A	None
<b>Additional Comments</b>					None

**Entrances (Main Doors)**



**Hallway (Communal Lobbies and Stairs)**



**Lighting (Standard and Emergency Lights)**



**Internal Doors (Compartment Doors)**



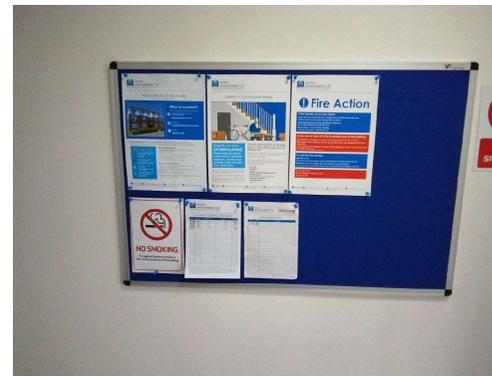
**Cupboard Doors (Electrical Cupboard Doors)**



**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**

