

Estate Inspection



Date of Inspection: 4 March 2016

Neighbourhoods Officer: Michaela Michaels/Becky Keast

Attendee:

Weather conditions:

Date	No	Floor/ Block	Description of problem	Action taken
04/03/2016		Ashton	Lower floor, first cupboard – 3 chairs, rusty ironing board, wood.	Estates
04/03/2016		Courtlands	Fire exit sign needs putting up on wall	Estates
04/03/2016		Courtlands	No smoking sign burnt off – replace	Estates
04/03/2016		Courtlands	Large room by lobby – contractors waste – appx 50 old lights	Estates
04/03/2016		Courtlands	Cupboard/room by flat 1 needs cleaning – small rubbish	Estates
04/03/2016		Nelson	Small rubbish – receipts - in elec box	Estates
04/03/2016		Nelson	Front door won't stay shut at all. Closure broken.	Mears

Date	No	Floor/ Block	Description of problem	Action taken
04/03/2016		Nelson	First floor landing – cracked tiles and missing tiles x 5	Mears
04/03/2016		Nelson	Top floor, Left Hand window no handle. Right hand window won't close – rusted up	Mears
10/03/16		Glynleigh	2 nd landing, left window missing handle	Mears
10/03/16		Glynleigh	Outside the rear door to the block its congested with leaves and little and is dangerous to access. This needs clearing	Estates
10/03/16		Saxonbury	Remove spindle in corridor	Estates
10/03/16		Saxonbury	Remove 3 bin bags, cardboard, tree trunk outside No 41	Becky Keast has contacted tenant to remove items
10/03/16		Saxonbury	Lights on window landings are off on stated floors	Mears
10/03/16		Saxonbury	In the drying room, please remove large cardboard box with 2 plastic trays inside, also a couple of mats and litter.	Estates
10/03/16		Saxonbury	Large sheet of MDF left in corridor, approx 2m x 1m	Estates
10/03/16		Saxonbury	2 x jewellers bench tops in good condition left by bin door	Becky to apply 7 day removal sign
10/03/16		Cranbrook	Single mattress discarded by green bins at front of block	Estates
10/03/16		Cranbrook	Drying room needs sweeping and remove dustpans and brush	Estates

Date	No	Floor/ Block	Description of problem	Action taken
10/03/16		Cranbrook	Top landing – window handle is old and does not work, replacement needed	Mears
10/03/16		Cranbrook	Six mats left in drying room	Estates