

Estate Inspection

Date of Inspection: 19 September 2017 & 2nd October 2017

Housing Officer: Lisette Glanvill – Housing Officer (HO)

Attendee: None

Weather conditions: Dry & sunny

QP17 – Ardingly Court

Block	Flat	Description of problem	Action taken	Job number
Block 1-6		GF Entrance Scooter & table	HO to contact	
		1 st floor bin room – black bag & bag of twigs to be removed	Estates	
		2 nd floor bin room – remove newspapers	Estates	
		door mat to be removed	HO to contact	
		Gas BBQ outside block to be removed	HO to contact	
		Guttering to front of block to be cleaned out	Mears	

Block	Flat	Description of problem	Action taken	Job number
7-12		Garden items in GF entrance including lawnmower, 2xrakes, fork, spade, broom, shears & bucket of tools.	HO to contact	
13-18		Scooter in GF entrance	HO to contact	
		GF bin room: 2 mops, pole, box, watering can & plastic bags – TBR	Estates	
		Walking frame outside	HO to contact	
		Door mat	HO to contact	
		Shopping trolley & wire basket outside	HO to contact	
		Loft hatch missing 2 padlocks	Mears / M&E team	
19-24		Stair tread top of 1 st floor needs securing, has been stuck down with tape	Estates	
		Damp/leak on top floor ceiling – maybe roof? Make good once roof repaired	Mears	
25-30		GF entrance – dishwasher TBR	Estates	
		GF bin room: 2 bricks, door mat, 3 brooms, 1 pole	Estates	
		Scooter	HO to contact	

Block	Flat	Description of problem	Action taken	Job number
25-30		2 nd floor bin room: 2 large cushions, chair, 2 boxes, mop bucket & 2 pieces of wood	Estates	
		1 sewing table on communal hallway	HO to contact	
		8 Bikes outside block – several very old TBR	Abandoned vehicles team contacted	
31-36		Table & 2 bricks GF entrance	HO to contact	
		3 large bits of wood, 2 mats & shoes	HO to contact	
37-42		2 chairs outside block (not in keeping with rest of gardens)	HO to contact	
		Bin room GF, 2 mops, broom & torch	HO to contact	
		1 st floor bin room various bits of wood & tiles	HO to contact	
43-47		Lots of stuff building up outside block including 2 shelving units outside with plants on.	HO to contact	
		2 scooters in GF entrance.	HO to contact	
		GF bin room – radiator, various poles, broom & box	HO to contact	
		Table outside	HO to contact	

Block	Flat	Description of problem	Action taken	Job number
43-47		Mat outside	HO to contact	
		Mat outside & candle in holder	HO to contact	
		Mat outside	HO to contact	
		TF bin room – remove wicker basket	Estates	
		Rubber tread missing from 4 th step from top floor	Estates	