Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
1	Substructure	.1	Not exposed							.
2.1	Roof Structure	.1	Large timber rafters (presumed softwood) with metal tie rods at high level all with painted finish (1081-84)	All in generally fair order with no significant evidence of defect	Will require quinquenial re-painting regime to maintain appearance					
		.2	Flat roof structure over the front entrance, the side and rear extension	There was no access to view the construction or condition of any of these roofs. However, it is assumed that areas of flat roof affected by leakage may have suffered some damage.	It may be prudent to expose any such areas to confirm that timber components have not been affected by rot or insect infestation resulting from leakage					
		.3	Masonry parapet wall one brick thick built of red stock bricks to front elevation, matching bullnose coping with slate DPC beneath	Generally all in fair order but with the following exceptions:						
				The parapet appears to bow out towards the front of the property. It currently looks stable but should be regularly reviewed to establish there is no deterioration that may warrant remedial action (0948).	Vegetation growth that needs to be removed and deteriorating pointing redone to the left hand side (0945-46) Minor pointing repairs to the rear face of the parapet on the right hand side (0973)				
				Flashings are of lead and appear in generally fair order on the left hand side (0947) but are coming away on the right hand side (or there has been an attempted theft!)	Flashing to be properly installed (0974, 1025)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
2.2	Roof Covering	.1	Profiled asbestos cement sheeting (0949-50, 0953-54, 0972, 0976-77)	Aged but apparently sound and with no sign of leakage beneath. There is some moss accumulation. This is predominately to the east facing side of the roof (e.g. 0972, 0977, 0994). The lead flashing between the roof and the chimney abutment on the rear left hand corner is not properly tucked in to the masonry and there is a risk of leakage in this area.	Remove moss accumulation to prevent the risk of frost damage to the sheeting. A new flashing should be tucked-in to the masonry of the chimney stack and bent over the current lining (1007-08). All accumulated moss and debris should be removed.					
		.2	Bitumen felt flat roof covering to the side extensions (0995, 0997)	The covering appears only to be in the 1st half of its useful life (i.e. 10 years lifespan). There is significant evidence of leakage beneath the roof at the junction with the main hall wall. Staining and dampness is present on the surface of the plasterboard in the kitchen and at the top of the wall head (1114-17) The flashing to the rest of the perimeter of the roof appears in generally fair order. There is significant moss accumulation beneath the gutter of the main roof (0997) and less so but also around the perimeter of the roof.	The sealing/flashing of the felt roof covering is presumed defective and will need attention to prevent the risk of further damage; this is presumably due to a defective flashing beneath the gutter. Should you decide to upgrade the covering when it is due for replacement particular attention must be paid to this joint during any replacement works. All the moss should be regularly removed.					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.3	Ditto to the rear extension (0998, 1001-06)	The covering appears to be well into the 2nd half of its useful life (i.e. 10 years lifespan). Despite this there is currently no significant evidence of leakage beneath the roof.						
				There is extensive moss accumulation on the eastern end of the rear flat roof (0998, 1001) and also to the higher portion of this roof if somewhat to a lesser extent (1001)	The moss should be regularly removed to prevent the risk of frost damage.					
				Surface cracking is beginning to manifest in some areas of the covering (e.g. 1006) these will be likely to deteriorate and the risk of developing leakage from any of these areas soon is quite high.	Patch areas of cracking or consider the replacement of the roof covering in its entirety					
				The felt flashing sealing the abutment to the rear wall of the hall appears in fair order including the pointing-in to the top edge.						
		.4	Ditto to the flat roof over the boiler shed to the rear left hand corner of the property (1017)	The covering appears to be well into the 2nd half of its useful life (i.e. 10 years lifespan). There is significant evidence of leakage beneath this roof (1043, 1046, 1048).	I would recommend you consider the replacement of the roof covering to this roof.					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.5	Ditto to the flat roof over the front entrance (1020, 1036-37)	The covering appears to be well into the 2nd half of its useful life (i.e. 10 years lifespan). Despite this there is currently no significant evidence of leakage beneath the roof. There is evidence of ponding to the area of the roof over the canopy (1037) This may suggest some deterioration of the boarding below although there was no significant evidence of staining or leakage beneath. Flashings are in good condition having been recently replaced	There is some minor moss accumulation which should be regularly removed (1037) At the time of replacement of the covering it would be prudent to have this area re-levelled to ensure proper run-off of rainwater.					
		.6	Ditto to the roof over the old cold water storage tank enclosure	The covering appears to be well into the 2nd half of its useful life (i.e. 10 years lifespan). There is evidence of leakage beneath the roof (1032-33)	Patch areas of cracking/leaking or consider the replacement of the roof covering in its entirety					
		.7	Masonry parapet wall, presumed, one brick thick built of clay facing bricks to the side extension. There is a pre-cast concrete flagstone coping on top. I could not establish the presence of a suitable DPC beneath the coping (0988)	Generally fair order although there is evidence of leakage from the joints between each of the coping pieces.	The mortar pointing needs attention to prevent leakage down through the parapet (1003-04)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.8	Softwood timber fascia to the rear extension with painted finish	Some evidence of soft timbers. The paint finish has completely deteriorated	Soft timbers need to be cut out and replaced. Redecorate immediately and at least every 3 years to maintain condition (1018-19)					
		.9	Masonry parapet wall, presumed, one brick thick built of clay facing bricks to the higher section of the side extension. There is a brick on edge coping on top with a tile creasing DPC beneath the coping (0997)	Generally fair order.	Evidence of pointing repairs required to the coping (0998)					
		.10	Masonry parapet wall one brick thick built of red stock bricks to roof over the front entrance. There is a matching bullnose coping to the front and a brick-on-edge coping to the left and right hand sides with a, presumed, slate DPC beneath.	All in generally fair order						

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
2.3	Roof Drainage	.1	Metal box gutters to each flank	Generally fair order but with the following exceptions:						
				Rusting to the gutters	Require redecoration in their entirety (e.g., 0946, 0972)					
				Rusted and leaking joints generally to both flank elevations (e.g. 0951-52, 0957, 1011-12)	Repair rusted and leaking joints					
				Uneven sections and joints	Re-level sections and joints (0958, 0960)					
				Missing downpipe on the left flank 0958)	Replace Missing downpipe on the left flank 0958)					
				Moss and debris from the gutters (0993-96)	Clear accumulated moss and debris from the gutters (0993-96)					
				Inadequate stop ends	Provide an adequate stop end to the gutter, replace section of rotting timber on the rear right hand corner in particular (0999)					
		.2	PVC downpipes to the right hand side and the rear elevation	Generally fair order	Gutters need to be cleared of debris regularly (e.g. 1002)					
		.3	Metal rectangular downpipe to the front elevation	Generally in fair order.	Remove vegetation growing around the bottom of the down pipe (0933) and ensure the gullies are regularly cleared of debris (e.g. 0937)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.4	Lead lined gutter behind the front parapet on the right hand side	Generally fair order and currently no evidence of leakage	Requires moss & accumulated debris to be regularly cleared out (1024)					
2.4	Roof Lights	.1	Georgian wired 3 opening lights per side	6 cracked panes to left hand side. 2 cracked panes to the right hand side (1082)	None currently leak so suggest no action taken					
		.2	Polycarbonate roof light over gents toilet in single storey rear extension	Generally fair order with no evidence of leakage below.	The polycarbonate covering is quite dirty and needs to be cleaned (1144)					
2.5	External Walls	.1	Solid masonry with attached piers with render finish to the flank elevations. Plain clay tile cappings to attached to piers	Generally all in fair order with the following minor exceptions:	Replace missing tiles to pier cap on the left flank (0952, 0954-55, 0958, 0983, 1015)					
		.2			Remove accumulating vegetation and or debris at the base of the walls at various locations around the property (e.g. 0934, 0981, 0991, 1041, 1049)					
		.3			Undertake minor pointing repairs to the left (0935) and right (0936) of the front door. Decoration to render needs to be re-done and at least every 3 years thereafter					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.4			Repair cracking render to various locations around the property as follows: Left flank front 0945-46 Above the lintel of the timber double doors on the right flank 0983 To the rear right hand corner beneath the gutter 0999 To the rear gable 1005 To the left flank towards the rear of the building 1009 To the mid panel on the left flank 1013					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.5			Replace missing or defective render to various locations around the property as follows: The pier on the left flank(0945) The chimney stack on the rear left corner (0955, 1016) To the left hand reveal of the timber double doors on the right flank (0982) To the left flank towards the rear of the building (1009) To the mid panel on the left flank (1013)					
		.6	Cavity wall construction to rear single storey extension	Generally in fair condition						
2.6.1	Windows	.1	Double glazed PVC to the front entrance area	Generally all in fair order:						
		.2	Single glazed metal to kitchen	Generally fair order	Timber frames require redecoration and triennial redecoration to maintain condition and prevent the development of rust and rot (0985)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.3	Metal single glazed tall windows in timber frames to front elevation at high level	Generally fair order but with some minor evidence of deterioration to the timber sills	Windows and timber frames require redecoration and triennial redecoration to maintain condition and prevent the development of rust and rot (0985)					
		.4	Timber louvre grille in triangular shape located in the front elevation apex. Creosote or similar timber treatment finish.	The timbers have not been treated for many years.	The unit requires decorating and should be redecorated at least every 3 years.					
				There is one broken louvre to the right hand side and the bottom of the frames each side appear to have some minor rot. The top of the sill could not be seen but is assumed it will also have suffered some deterioration and will need attention (0932)	Replace broken louvre and deal with minor soft rot					
		.5	Ditto to the rear apex	No particular evidence of deteriorating timber but decoration is very poor.	Requires re-decoration and at least every three years thereafter					
		.6	Range of aluminium and timber windows to the rear single storey extension	Generally fair order	Timber frames require decoration and triennial redecoration to maintain condition whether to windows or frames (0988, 1042).					
					Replace rotten section of timber frames (1051)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
2.6.2	External Doors	.1	Timber double doors to front entrance	Generally all in fair order:	Triennial redecoration to maintain condition					
		.2	Timber Side Entrance door to the kitchen	Generally fair order although there is some evidence of rot.	Evidence of soft timber at the bottom of the door and the frames. The timber threshold has also deteriorated and needs attention. Requires decoration and triennial redecoration to maintain condition (0979)					
		.3	Timber double doors to the right flank giving access to the main hall	Generally fair order	Some easing and adjustment required to due to slight dropping and catching on the concrete step outside (0980) Requires decoration and triennial redecoration to maintain condition					
		.4	Timber glazed double doors and side screen to the right flank giving access to Osteopathy consulting rooms	Generally all in fair order:	The whole needs to be re-decorated at least every 3 years to maintain its condition					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.5	Timber door and frame to the old cold water storage tank at high level on the front elevation	Generally fair order	Evidence of rotten timber to the foot of the door, the foot of the frame and the threshold. Soft timbers should be cut out and replaced (1034-36) and then decorated as other areas quinquenially					
2.7	Internal Walls and Partitions	.1	Plasterboard skim and paint to main hall	Generally all in fair order	The whole needs to be re-decorated at least every 5 years to maintain its condition					
		.2	Combination Stud and masonry & plaster or plasterboard lining	Generally all in fair order	The whole needs to be re-decorated at least every 5 years to maintain its condition					
		.3	Melamine face WC cubicles	All in fair order (1059-60, 1071)						
2.8	Internal Doors	.1	Flush ply stained or painted with satin aluminium ironmongery and painted architraves and linings	Generally all in fair order but with some minor scuffs (1053, 1057)	Requires re-decoration at least every 5 years. Door to right hand side store room badly scuffed and needs repainting (1089) Disabled toilet door does not shut and needs easing and adjusting (1090) Chipped finish to chair store architrave (1098)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.2	Pine 6 panel doors with polished chrome ironmongery	All in fair order (1137, 1142)	Requires sealing or re-decoration at least every 5 years.					
		.3	Sliding folding room divider in rear single storey extension area. Metal top track with fabric folding screen	All in fair order (1140)						

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
3.0	Wall Finishes	.1	Paint to plastered walls to entrance hall main hall, disabled toilet, chair store and kitchen	Generally all in fair order (1053, 1055-56, 1080) **1 Assumed dampness in the plaster is from defective flashings which have already been replaced. Recommend areas not re-decorated until fully dried out. This could take up to 9 months under natural conditions* **2 All areas should be re-decorated at least every 5 years to maintain their appearance & condition* **3 Assumed dampness in the kitchen wall is now resolved due to the re-configured rainwater disposal components. The area could take up to 9 months to dry out*	The following areas require specific decoration repair: Cracked and damp plaster to the top of the front elevation wall in the gents toilet (1062-64) and the ladies toilet (1075-78) Scuffed and scratched to chair store wall (1097-98) Damp plaster to the rear left hand corner of the kitchen (1101-06) Damp plaster to right hand side of kitchen door (1107) Damaged plaster to right hand side of external door to kitchen (1110) Damp plaster to the wall head in the kitchen above the serving hatch (1119)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.2	Fair face brickwork with painted finish to back stage area	Generally in fair order with the following exceptions: **1 All areas should be re-decorated at least every 5 years to maintain their appearance & condition*	Friable mortar still reading borderline damp to attached piers on the left flank elevation (1122-24). Re-point after readings are dry Deteriorating paint finish at high level on rear gable wall (1125) needs redecorating					
		.3	Tiled to ¾ height in Male, Female & Disabled toilets with paint above	Generally in fair order (1057, 1069, 1143, 1145, 1147) **1 Areas above tiling should be redecorated as other areas*	Replace small section of missing tiles around the stop cock in the gents toilet (1060-61)					
		.4	Paint and tile splash back to the kitchen	All in fair order	Redecorate at least every 5 years to maintain their appearance & condition					
3.1	Floor Finishes	.1	Carpet tiles to entrance hall and rear areas	Generally all in fair order (1054)	Annual steam cleaning to maintain appearance					
		.2	Sheet vinyl to toilets, kitchen and main hall	Generally all in fair order (1057, 1069, 1080, 1143)						
		.3	Carpet tiles to new extension	Generally all in fair order (1134)	Annual steam cleaning to maintain appearance					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
3.2.1	Finishes to Ceilings	.1	Plasterboard & paint to rear areas, kitchen, toilets, entrance hall and single storey extension areas	All in generally fair condition (1053, 1070, 1133, 1153) **1 Redecorate every 5 years*	Repair staining, dampness and deterioration to the left hand side in the kitchen (1114-17)					
3.2.2	Suspended Ceilings		Exposed grid & tiles to disabled toilet, entrance lobby, chair store and main hall and sloping ceiling (1082),	Generally all in fair order (1082-84, 1089)	Replace missing tile in chair store (1093) Clean or replace scuffed and scratched tiles to front section of chair store (1097)					
4.1	Fittings, Fixtures and Furniture	.1	Mirrors over basins in toilets	Generally all in fair order (1058, 1070, 1079, 1143)						
		.2	Fitted timber cupboards to the left and right of the double entrance doors in to the main hall with painted finish	Generally in fair order (1085-86)	Redecorate at least every 5 years to maintain their appearance & condition					
		.3	Fitted timber cupboards to the right of the double entrance doors in to the main hall with melamine finish and Formica worktop over finish	Generally in fair order (1086)						
		.4	Timber fitted wall and floor units in the kitchen	All in fair order 1117-18						
		.5	Mirror to large room in single storey rear extension with timber frame	All in fair order (1142)						
5.1	Sanitary Appliances	.1	Stainless steel kitchen sink	All in fair condition (4135)						
		.2	WCs and wash hand Basin, urinals, toilets	All in fair condition and serviceable (1058-59, 1070-71, 1073, 1079, 1143, 1147)						
		.3	Cleaners Sink	Generally fair condition (4135)						

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
5.2	Disposal Installation	.1	Not checked							
5.3.1	Mains Water Supply	.1	Not checked	Stop cock in gents toilet apparently in fair order; no evidence of leakage						
5.3.2	Cold Water Services	.1	Metal tank with polystyrene lagging and enclosure above front entrance. Copper supply piping	Now redundant. All mains supply. All pipework in visually fair order and no sign of leakage						
5.3.3	Hot Water Services	.1	Copper supply piping	All pipework in visually fair order and no sign of leakage						
5.4	Heat Source	.1	Condensing Boiler 3-4 years old for heating only and located in the rear boiler enclosure	Generally in fair order.	Annual service					
		.2	Condensing boiler for hot water supplies located in the kitchen cupboard	Generally in fair order but aged (1121)	Annual service					
5.5.1	Water and / or Steam Heating	.1	Low pressure hot water radiators fed from the boiler	The system was operational and there did not appear to be any major system defects (1056-57, 1069, 1079, 1081, 1127, 1139, 1141, 1151)	Annual service Consider fitting thermostatic radiator valves to each radiator					
5.5.2	Electricity Heating	.1	Electrical panel radiator in Osteopathy reception area. There was no access to check the consulting room	Generally fair order and operating at the time of my inspection (1154)	Annual service					
5.6.1	Electrical Source and Mains	.1	Not checked							
5.6.2	Electric Power Supplies	.1	Not checked	Visually fair order. Last noted inspection 15/04/05!	Annual safety inspection and certification					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
5.6.3	Electric Lighting	.1	Fluorescent batten fittings to main entrance hall	All in fair order 1053	Annual safety inspection and certification					
		.2	Fluorescent batten fittings behind pelmet in the toilets	All in fair order 1058, 1070	Annual safety inspection and certification					
		.3	Fluorescent batten fittings to either side of main hall	All in fair order(1080)	Annual safety inspection and certification					
		.4	Uplighters to the face of the piers in the main hall	All in fair order (1080)	Annual safety inspection and certification					
		.5	Fluorescent single batten fittings to rear single storey extension areas	All in fair order (1133)	Annual safety inspection and certification					
		.6	Fluorescent batten fittings to rooms in single storey rear extension	All in fair order (1142)	Annual safety inspection and certification					
		.7	Bulkhead fitting to toilets in single storey rear extension	All in fair order (1143, 1146, 1150)	Annual safety inspection and certification					
		.8	Bulkhead type ceiling mounted fittings in Osteopathy area	All in fair order (1153)	Annual safety inspection and certification					
		.9	Emergency Lighting	None seen	Specialist advice required as to necessity. If required will need an annual safety inspection and certification					
5.7	Gas Installation	.1	Mains Gas Meter external on Right hand side which feeds 2 x boilers 1 x gas heater in treatment room (never used)	Generally all in fair order	Requires Gas Safe annual safety certificate					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
5.8	Fire-fighting Installation	.1	Main smoke detection system with central panel in entrance hall	Generally all in fair order	Annual safety inspection and certification					
6.1	Site Enclosure and Division	.1	Metal double access gates to the right hand access way with painted finish	The gates have dropped and do not close properly without manual intervention and need to be adjusted.	The paint finish has significantly deteriorated and there is significant evidence of rust. The gates and associated fittings need to be re-decorated (0961) after adjustment					
		.2	Brick piers supporting the metal gates either side in red stock bricks. 1½ x 1½ brick with brick on edge coping to the top	The piers are in generally fair order	Missing brick from the coping arrangement on the left hand pier of the pair (0961-62)					
		.3	Dwarf wall ½ brick thick behind the left hand pier dividing the area in front of the hall from the left hand entrance. The wall has a ½ brick thick soldier course coping on top	The whole is in generally fair order although aged						

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.4	Boundary wall to the right hand side of the site. The wall is apparently constructed of no-fines concrete blocks and has been rendered	There are a number of cracks along the length of the wall (0965-69), some of which are more serious than others. The crack towards the rear of the site is most likely caused by the tree roots of the Lleylandii in the neighbour's garden (0970).	The tree needs to be removed or facility for further root expansion incorporated into the wall by cutting out and linteling over. I recommend the crack is then reinforced with Helibar at each bed joint to stitch the whole thing together. The render is badly deteriorated and needs to be extensively repaired (0961, 0964-70)					
		.5	Ditto to rear elevation	The wall has a bow towards the left hand end (0991) and is not truly vertical although in considerably better condition than the right flank (0992)	None anticipated					
		.6	Precast concrete slabs to pathway in front of osteopathy clinic	Generally fair order with no significant evidence of loose or out of level slabs.	There is some minor evidence of deteriorating pointing which requires attention (0990)					
6.2	Drainage	.1	Generally not reviewed. However, there is a soil vent pipe located behind the front parapet wall on the left hand side.	The top of the soil vent pipe is not fitted with a cage to prevent the ingress of small birds or rodents and the like.	One should be fitted (0947)					

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Element Ref	Element	Item Ref	Description	General Condition	Work Required	Cost Estimate				
						Year 1	Year 2	Year 3	Year 4	Year 5
		.2	Vent pipes through the rear flat roof	The vent pipes themselves appear in fair order but the terminations pieces or ventilating cowls are in rather poor order. Some have plastic bags placed over the top or the vent pieces are lying on the roof surface next to the pipes.	Each vent pipe should have an adequate ventilated termination allowing ventilation but preventing moisture or rodent ingress into the systems (1001). Some of these may be ventilation system rather than just drainage system vents					
6.3	Water Mains	.1	No local storage, mains to all draw off points	All in fair visual order						
6.4	Ancillary Buildings	.1	Timber enclosure to boiler at rear of site	Generally poor condition, with significant evidence of dampness through the roof and on the floor. The entrance door and associated frame has deteriorated	Needs a general overhaul to ensure the boiler is kept in dry condition. The roof covering has been dealt with in the appropriate section					

NOTES

1 Remember to add VAT to any builders or contractors quotes that you receive

2 You should ensure that you have an Asbestos Management Plan in place for the property; even if there is no asbestos present you need to be able to prove you have considered the issue and taken appropriate steps

3 You should ensure that all service installations have annual maintenance carried out

4 You should ensure that all electrical, gas and other safety systems have annual safety checks and that these are documented

5 I recommend you use this schedule to prepare an annual preventative maintenance plan

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