

AUCTION SPECIAL CONDITIONS

Lot number 347

Brief description of the lot

FLAT 13 COGAN COURT COGAN PILL ROAD LLANDOUGH PENARTH CF64
2NF

Name and address of the seller

Title

LEASEHOLD

Registered or unregistered?

Registered at Land Registry with Absolute Title
Title Number WA823589

Title guarantee

Full Title Guarantee

Deposit

10% of the price to be held as stakeholder

Interest rate

8% over Barclays Bank plc base rate

Agreed completion date**VAT**

The Seller has not made a VAT election

Insurance

The Landlord insures

Vacant or let?

The sale is with vacant possession.

Rights sold with the lot

Only as are revealed in the Property and Charges Registers of the Title Number.

Reservations to the seller

None.

What the sale is subject to

The matters set out in the **General Conditions** and all matters contained or referred to in the Registers of the Title Number

Amendments to the general conditions

None

Extra special conditions

1. The Buyer agrees that the Buyer will on the Agreed completion date pay to the Seller's Solicitors the sum of £2500.00 (inc VAT) in reimbursement of the Seller's Legal costs Land Registry official documents Search Pack and Leasehold Management Pack
2. The Buyer will on the Agreed completion date pay the Sellers Solicitors the sum of £60.00 (inclusive of VAT) for providing an engrossment of the Transfer in form TR1
3. The balance of the agreed price together with the payments referred to in 1 above will be payable on the Agreed completion date direct to the bank account of the Seller's Solicitors by way of telegraphic transfer only.
4. For the avoidance of doubt this Agreement shall be concluded upon the Auctioneer knocking down the Lot to the highest bidder and neither the payment of the Deposit by the Buyer nor the signing of the Memorandum by the Buyer shall be preconditions of this Agreement.
5. A claim for loss under General Condition 7.3 shall include the following (but without limiting the claim to those items):-
 - (a) any loss suffered or expense incurred by the Seller in arranging bridging finance for any purchase dependant on this sale
 - (b) any interest payable by the Seller in respect of the Seller's said purchase insofar as this may exceed the interest recoverable hereunder
 - (c) the cost of rearranging removal or storage arrangements consequent upon the delay in completion
 - (d) the reasonable costs due to the Seller's Solicitors in respect of the recovery of such sums and for any additional work arising from the delay in receiving money due (which shall not be less than £150.00 plus VAT at the prevailing rate)
6. The Buyer will comply in all respects with the post completion requirements of Western Permanent Property Limited the professional management company acting for the Landlord Cogan Court Management Company Limited

Transfer

The prescribed form of transfer in Form TR1 is annexed

CERTIFIED COPY
Pursuant to the Births and



OF AN ENTRY
Deaths Registration Act 1953

BDA 477013

DEATH		Entry No. 77
Registration district Merton		Administrative area
Sub-district Merton		London Borough of Merton
1. Date and place of death Twenty-first February 2026 [REDACTED]		
2. Name and surname [REDACTED]		3. Sex Female
		4. Maiden surname of woman who has married [REDACTED]
5. Date and place of birth Eighth September 1936 Upper Holloway Islington		
6. Occupation and usual address Information Consultant [REDACTED]		
7.(a) Name and surname of informant [REDACTED]		(b) Qualification Widower of deceased Present at the death
(c) Usual address [REDACTED]		
8. I certify that the particulars given by me above are true to the best of my knowledge and belief [REDACTED]		Signature of informant
9. Cause of death [REDACTED]		
Established by [REDACTED] MB BS Scrutinised and confirmed by [REDACTED] Medical Examiner I certify this to be a true copy of the original document in all respects Signed [REDACTED] Date 2-3-2026 Print Name [REDACTED] FRANCIS & BUCK SOLICITORS Celtic House 20 Cathedral Road Cardiff CF11 9FB		
10. Date of registration Twenty-seventh February 2026		11. Signature of registrar [REDACTED] Deputy Registrar

Certified to be a true copy of an entry in a register in my custody.

[REDACTED]

{
Deputy *Superintendent Registrar
*Registrar

Date 27th February 2026

*Strike out whichever does not apply



Official copy
of register of
title
Copi
swyddogol o
gofrestr teitl

Title number / Rhif teitl
CYM823589

Edition date / Dyddiad yr
argraffiad 02.03.2026

- This official copy shows the entries on the register of title on 02 Mar 2026 at 12:57:17.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 02 Mar 2026.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry Wales Office.
- Mae'r copi swyddogol hwn yn dangos y cofnodion yn y gofrestr teitl ar 02 Mar 2026 am 12:57:17.
- Rhaid dyfynnu'r dyddiad hwn fel y "dyddiad y chwilir ohono" mewn unrhyw gais am chwiliad swyddogol sy'n seiliedig ar y copi hwn.
- Y dyddiad ar ddechrau cofnod yw'r dyddiad y gwnaethpwyd y cofnod yn y gofrestr.
- Cyhoeddwyd ar 02 Mar 2026.
- Dan adran 67 Deddf Cofrestru Tir 2002, mae'r copi hwn yn dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol.
- Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

A: Property Register / Cofrestr eiddo

This register describes the land and estate comprised in the title. Except as mentioned below, the title includes any legal easements granted by the registered lease but is subject to any rights that it reserves, so far as those easements and rights exist and benefit or affect the registered land.

Mae'r gofrestr hon yn disgrifio'r tir a'r ystad a gynhwysir yn y teitl. Ac eithrio yr hyn a nodir isod, mae'r teitl yn cynnwys unrhyw hawddfreintiau cyfreithiol a roddir gan y brydles gofrestredig ond mae'r ddarostyngedig i unrhyw hawliau a gedwir ganddi, i'r graddau y mae'r hawddfreintiau a'r hawliau hynny'n bodoli ac o fudd i'r tir cofrestredig neu'n effeithio arno.

THE VALE OF GLAMORGAN/BRO MORGANNWG

- 1 (15.06.2021) The Leasehold land demised by the lease referred to below which lies within the area shown edged with red on the plan of the above Title filed at the Registry and being Flat 13, Cogan Court, Cogan Pill Road, Llandough, Penarth (CF64 2NF).

NOTE: The flat is on the second floor.

- 2 (15.06.2021) Short particulars of the lease(s) (or under-lease(s)) under which the land is held:
Date : 27 April 2021

A: Property Register continued / Parhad o'r gofrestr eiddo

Term : 999 years commencing from and including the 22 February 1982

Parties : (1) Cogan Court Management Company Limited
(2) [REDACTED]

NOTE 1: The lease is effected by a Deed of Variation increasing the term of the lease dated 22 February 1982 made between (1) Cogan Court Co-Ownership Housing Society Limited and (2) Evelyn Patricia Hanley and thus operating as the surrender of this original lease and the grant of a new lease on the same terms subject to any provision to the contrary in the Deed of Variation.

NOTE 2: A copy of the original lease referred to above is filed under WA210273.

- 3 (15.06.2021) The land has the benefit of any legal easements granted by the registered lease dated 27 April 2021 referred to above but is subject to any rights that are reserved by the said deed and affect the registered land.
- 4 (15.06.2021) The landlord's title is registered.

B: Proprietorship Register / Cofrestr Perchnogaeth

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Mae'r gofrestr hon yn nodi'r math o deitl ac yn enwi'r perchennog. Mae'n cynnwys unrhyw gofnodion sy'n effeithio ar yr hawl i waredu.

Title absolute/Teitl llwyr

- 1 (15.06.2021) PROPRIETOR: [REDACTED].

C: Charges Register / Cofrestr Arwystlon

This register contains any charges and other matters that affect the land.

Mae'r gofrestr hon yn cynnwys unrhyw arwystlon a materion eraill sy'n effeithio ar y tir.

- 1 (15.06.2021) A Conveyance of the freehold estate in the land in this title and other land dated 2 November 1966 made between (1) Western Ground Rents Limited (Company) and (2) St Davids Housing Society Limited (Purchaser) contains covenants details of which are set out in the schedule of restrictive covenants hereto.
- 2 (15.06.2021) The land is subject to the following rights reserved by the Conveyance dated 2 November 1966 referred to above:-
- "(i) THE Conveyance hereby made does not include and the Company hereby excepts (a) any liberties privileges easements rights or advantages whatsoever over any lands of the Company or its assigns (b) any outhouses erections fixtures cellars areas courts courtyards cisterns sewers gutters drains ways passages or other structures or spaces whatsoever lying outside the boundary of the premises hereby conveyed as shown by the plan referred to in the First part of the said first Schedule hereto even though occupied or enjoyed with or reputed or known as part or parcel of the premises
- (ii) Without prejudice to the generality of sub-clause (i) of this Clause there are excepted and reserved out of the Conveyance hereby made to the Company and its assigns the right and liberty at any time hereafter to erect and maintain on any lands of the Company or its assigns adjoining adjacent to or in the neighbourhood of the premises hereby conveyed any buildings or other erections of such height or extent as the Company or its assigns may think fit notwithstanding that the access of light and air over such adjoining premises to any window

C: Charges Register continued / Parhad o'r gofrestr arwystlon

or other opening in any building now or at any time hereafter standing on the premises hereby conveyed may by any such building or erection so erected be wholly or partially obstructed prejudiced reduced or interfered with (it being the intent and meaning of the parties to these presents that such access of light and air however long and under whatever circumstances the same may have been or may be enjoyed shall be deemed to have been enjoyed by the temporary and revocable licence only of the Company or its assigns and not by virtue of any grant or prescription) And there are also excepted and reserved as aforesaid the access of light and air over the premises hereby conveyed to the existing windows or other openings in all buildings now upon any land of the Company adjoining adjacent to or in the neighbourhood of the premises hereby conveyed had not at any time during the period of twenty years now last past been subject to any common ownership or common occupation and such access had been during that period enjoyed as of right without interruption."

Schedule of restrictive covenants / Atodlen cyfamodau cyfyngu

- 1 (15.06.2021) The following are details of the covenants contained in the Conveyance dated 2 November 1966 referred to in the Charges Register:-

FOR the benefit of the property of the Company situate within a radius of one hundred yards measured from the nearest part of the premises hereby conveyed and every part thereof the Purchaser hereby covenants with the Company and its assigns that the Purchaser or the persons deriving title under it will not use or occupy or permit or suffer to be used or occupied the said premises hereby conveyed for any purpose other than the erection of residential flats in accordance with plans siting and specifications to be approved in writing by the Company at the cost of the Purchaser and in particular will not use or occupy nor permit or suffer to be used or occupied the said premises hereby conveyed or any building or structure thereon or any part thereof for any noisy noxious or offensive trade business or occupation shop warehouse or other place for carrying on any trade or business whatsoever or any place of public entertainment or instruction or of public worship or as a lunatic asylum or for a public house inn tavern or beer shop or otherwise for the sale of wine malt liquors or spirituous liquors or for the purpose of displaying any advertisement or in such manner as to cause damage to any other lands or buildings within the said radius and shall not nor will erect or permit or suffer to be erected any building or addition or alteration to any building for the time being on the premises hereby conveyed which will cause damage to any other premises And also will at all times hereafter maintain a sufficient and suitable fence or wall around the said premises hereby conveyed Provided that nothing herein contained shall impose any restriction whatsoever upon the use of any property other than the premises hereby conveyed or restrain the release or modification at anytime by the Company of any restrictive stipulations affecting any such property or to be taken to be evidence of a building scheme.

End of register / Diwedd y gofrestr

These are the notes referred to on the following official copy

Dyma'r nodiadau y cyfeirir atynt ar y copi swyddogol canlynol.

The electronic official copy of the title plan follows this message.

Mae'r copi swyddogol electronig o'r cynllun teitl yn dilyn y neges hon.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Sylwch mai hwn yw'r unig gopi swyddogol a ddarparwn. Ni fyddwn yn darparu copi swyddogol papur.

This official copy was delivered electronically and when printed will not be to scale. You can obtain a paper official copy by ordering one from HM Land Registry.

Anfonwyd y copi swyddogol hwn yn electronig a phan gaiff ei argraffu ni fydd wrth raddfa. Gallwch gael copi swyddogol papur trwy archebu un o Gofrestrfa Tir EF.

This official copy is issued on 12 January 2026 shows the state of this title plan on 12 January 2026 at 13:50:06. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground.
This title is dealt with by the HM Land Registry, Wales Office .

Mae'r copi swyddogol hwn a gyhoeddir ar 12 Ionawr 2026 yn dangos sefyllfa'r cynllun teitl hwn ar 12 Ionawr 2026 am 13:50:06. Mae'n dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol (adran 67 Deddf Cofrestru Tir 2002). Mae'r cynllun teitl hwn yn dangos safle cyffredinol, nid union linell, y terfynau. Gall fod gwyriadau yn y raddfa. Mae'n bosibl na fydd mesuriadau wedi eu graddio o'r cynllun hwn yn cyfateb â mesuriadau rhwng yr un pwyntiau ar y llawr.
Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

HM Land Registry

Official copy of title plan

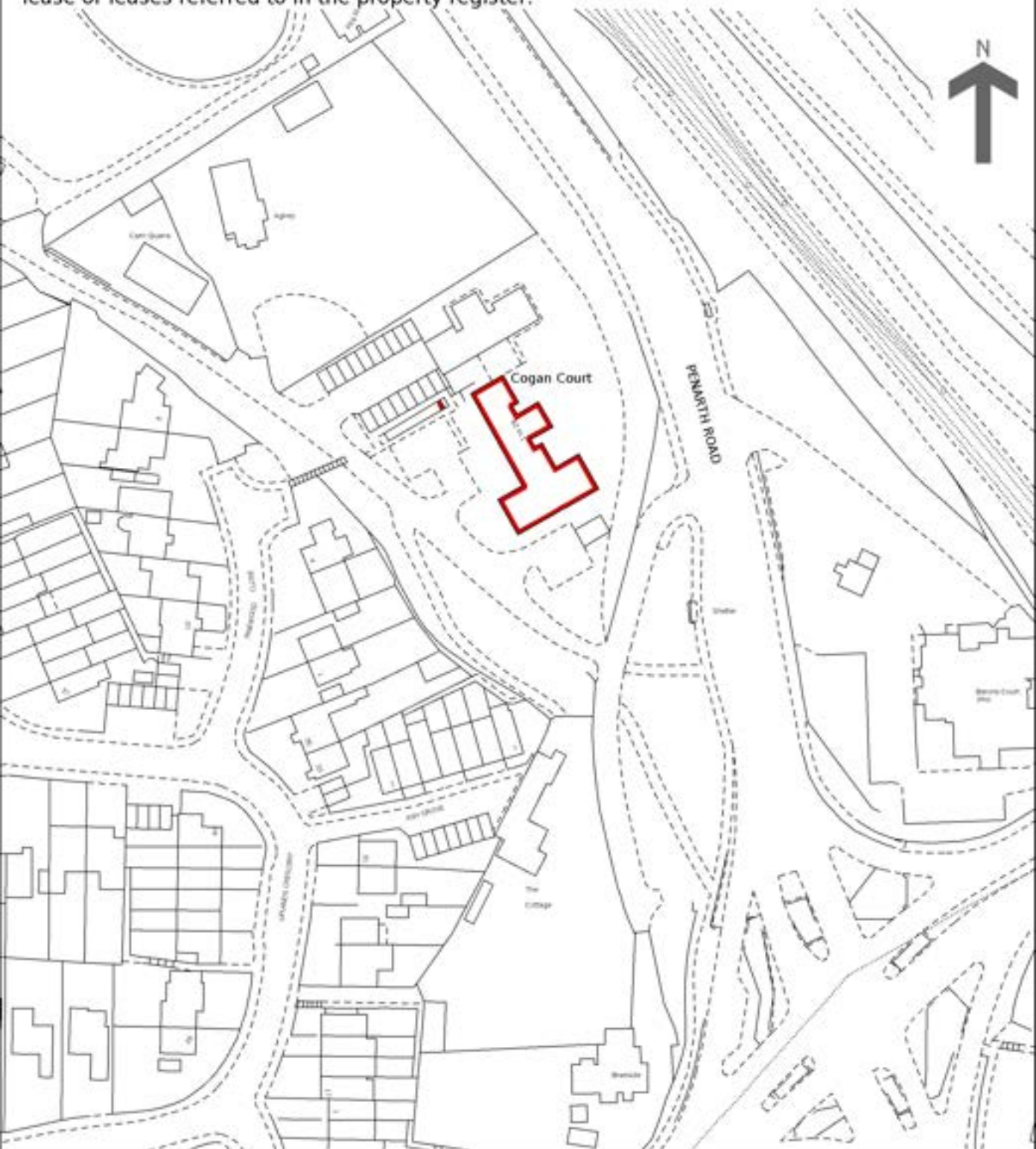
Title number **CYM823589**
Ordnance Survey map reference **ST1772NW**
Scale **1:1250 enlarged from 1:2500**
Administrative area **The Vale of Glamorgan**
/ Bro Morgannwg



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The land in this title lies within the area edged red hereon and is more particularly described in the lease or leases referred to in the property register.



This official copy is incomplete without the preceding notes page.

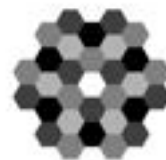
Mae'r copi swyddogol hwn yn anghyflawn heb y dudalen nodiadau flaenorol.

The electronic official copy of the register follows this message.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Mae'r copi swyddogol electronig o'r gofrestr yn dilyn y neges hon.

Sylwch mai hwn yw'r unig gopi swyddogol a ddarparwn. Ni fyddwn yn darparu copi swyddogol papur.



Official copy
of register of
title
Copi
swyddogol o
gofrestr teitl

Title number / Rhif teitl
WA203968

Edition date / Dyddiad yr
argraffiad 14.10.2021

- This official copy shows the entries on the register of title on 12 JAN 2026 at 13:52:19.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 12 Jan 2026.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Wales Office.
- Mae'r copi swyddogol hwn yn dangos y cofnodion yn y gofrestr teitl ar 12 IONAWR 2026 am 13:52:19.
- Rhaid dyfynnu'r dyddiad hwn fel y "dyddiad y chwilir ohono" mewn unrhyw gais am chwiliad swyddogol sy'n seiliedig ar y copi hwn.
- Y dyddiad ar ddechrau cofnod yw'r dyddiad y gwnaethpwyd y cofnod yn y gofrestr.
- Cyhoeddwyd ar 12 Ionawr 2026.
- Dan adran 67 Deddf Cofrestru Tir 2002, mae'r copi hwn yn dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol.
- Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

A: Property Register / Cofrestr Eiddo

This register describes the land and estate comprised in the title.

Mae'r gofrestr hon yn disgrifio'r tir a'r ystad a gynhwysir yn y teitl.

THE VALE OF GLAMORGAN/BRO MORGANNWG

- 1 (17.03.1982) The Freehold land shown edged with red on the plan of the above Title filed at the Registry and being Cogan Court, Cogan Pill Road, Llandough, Penarth (CF64 2NF).
- 2 The Conveyance dated 2 November 1966 referred to in the Charges Register contains the following provision:-

IT is hereby declared that all main or boundary walls or fences (if any) between the premises hereinbefore conveyed and any other lands which are now party walls or party fences shall continue to be such and shall be so used repaired and maintained.
- 3 The land edged and numbered in green on the title plan has been removed from this title and registered under the title number or numbers shown in green on the said plan.

B: Proprietorship Register / Cofrestr Perchnogaeth

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Mae'r gofrestr hon yn nodi'r math o deitl ac yn enwi'r perchennog. Mae'n cynnwys unrhyw gofnodion sy'n effeithio ar yr hawl i waredu.

Title absolute/Teitl llwyr

- 1 (17.03.1982) PROPRIETOR: COGAN COURT MANAGEMENT COMPANY LIMITED of 46 Whitchurch Road, Cardiff CF14 3LX.

C: Charges Register / Cofrestr Arwystlon

This register contains any charges and other matters that affect the land.

Mae'r gofrestr hon yn cynnwys unrhyw arwystlon a materion eraill sy'n effeithio ar y tir.

- 1 A Conveyance of the land in this title and other land dated 2 November 1966 made between (1) Western Ground Rents Limited (Company) and (2) St Davids Housing Society Limited (Purchaser) contains covenants details of which are set out in the schedule of restrictive covenants hereto.
- 2 The land is subject to the following rights reserved by the Conveyance dated 2 November 1966 referred to above:-

"(i) THE Conveyance hereby made does not include and the Company hereby excepts (a) any liberties privileges easements rights or advantages whatsoever over any lands of the Company or its assigns (b) any outhouses erections fixtures cellars areas courts courtyards cisterns sewers gutters drains ways passages or other structures or spaces whatsoever lying outside the boundary of the premises hereby conveyed as shown by the plan referred to in the First part of the said first Schedule hereto even though occupied or enjoyed with or reputed or known as part or parcel of the premises

(ii) Without prejudice to the generality of sub-clause (i) of this Clause there are excepted and reserved out of the Conveyance hereby made to the Company and its assigns the right and liberty at any time hereafter to erect and maintain on any lands of the Company or its assigns adjoining adjacent to or in the neighbourhood of the premises hereby conveyed any buildings or other erections of such height or extent as the Company or its assigns may think fit notwithstanding that the access of light and air over such adjoining premises to any window or other opening in any building now or at any time hereafter standing on the premises hereby conveyed may by any such building or erection so erected be wholly or partially obstructed prejudiced reduced or interfered with (it being the intent and meaning of the parties to these presents that such access of light and air however long and under whatever circumstances the same may have been or may be enjoyed shall be deemed to have been enjoyed by the temporary and revocable licence only of the Company or its assigns and not by virtue of any grant or prescription) And there are also excepted and reserved as aforesaid the access of light and air over the premises hereby conveyed to the existing windows or other openings in all buildings now upon any land of the Company adjoining adjacent to or in the neighbourhood of the premises hereby conveyed had not at any time during the period of twenty years now last past been subject to any common ownership or common occupation and such access had been during that period enjoyed as of right without interruption."

- 3 (16.09.2015) The parts of the land affected thereby are subject to the leases set out in the schedule of leases hereto.
The leases grant and reserve easements as therein mentioned.

Schedule of restrictive covenants Atodlen cyfamodau cyfyngu

Title number / Rhif teitl WA203968

- 1 The following are details of the covenants contained in the Conveyance dated 2 November 1966 referred to in the Charges Register:-

FOR the benefit of the property of the Company situate within a radius of one hundred yards measured from the nearest part of the premises hereby conveyed and every part thereof the Purchaser hereby covenants with the Company and its assigns that the Purchaser or the persons deriving title under it will not use or occupy or permit or suffer to be used or occupied the said premises hereby conveyed for any purpose other than the erection of residential flats in accordance with plans siting and specifications to be approved in writing by the Company at the cost of the Purchaser and in particular will not use or occupy nor permit or suffer to be used or occupied the said premises hereby conveyed or any building or structure thereon or any part thereof for any noisy noxious or offensive trade business or occupation shop warehouse or other place for carrying on any trade or business whatsoever or any place of public entertainment or instruction or of public worship or as a lunatic asylum or for a public house inn tavern or beer shop or otherwise for the sale of wine malt liquors or spirituous liquors or for the purpose of displaying any advertisement or in such manner as to cause damage to any other lands or buildings within the said radius and shall not nor will erect or permit or suffer to be erected any building or addition or alteration to any building for the time being on the premises hereby conveyed which will cause damage to any other premises And also will at all times hereafter maintain a sufficient and suitable fence or wall around the said premises hereby conveyed Provided that nothing herein contained shall impose any restriction whatsoever upon the use of any property other than the premises hereby conveyed or restrain the release or modification at anytime by the Company of any restrictive stipulations affecting any such property or to be taken to be evidence of a building scheme.

Schedule of notices of leases Atodlen prydlesai a nodwyd

	Registration date and plan ref. Dyddiad cofrestru	Property description Disgrifiad eiddo	Date of lease and term Dyddiad a hyd	Lessee's title Teitl y prydlesai
1	17.03.1982 3 : 4 : 5	Lower ground floor flat 2: Storeroom 2: Garage 6	22.02.1982 99 years from 22.02.1982	WA210262
2	17.03.1982 9 : 10	Ground floor flat 4 : Storeroom 1	22.02.1982 99 years from 22.02.1982	WA210264
3	17.03.1982 11 : 12 : 13	Ground floor flat 5: Storeroom 15: Garage 18	22.02.1982 99 years from 22.02.1982	WA210265
4	17.03.1982 14 : 15 : 16	First floor flat 6: Storeroom 11: Garage 16	22.02.1982 99 years from 22.02.1982	WA210266
5	17.03.1982 17 : 18 : 19	First floor flat 7: Storeroom 14: Garage 3	22.02.1982 99 years from 22.02.1982	WA210267
6	17.03.1982 23 : 24	First floor flat 9: Storeroom 16	22.02.1982 99 years from 22.02.1982	WA210269
7	17.03.1982 25 : 26 : 27	Second floor flat 10: Storeroom 3: Garage 8	22.02.1982 99 years from 22.02.1982	WA210270
8	17.03.1982 38 : 39 : 40	Ground Floor Flat 15: Storeroom 24: Garage 17	22.02.1982 99 years from 22.02.1982	WA210275
9	17.03.1982	Second floor flat 21:	22.02.1982	WA210280

Schedule of notices of leases continued

Parhad o'r Atodlen prydlesai a nodwyd

	Registration date and plan ref. Dyddiad cofrestru	Property description Disgrifiad eiddo	Date of lease and term Dyddiad a hyd	Lessee's title Teitl y prydlesai
	52 : 53: 54	Storeroom 4: Garage 14	99 years from 22.02.1982	
10	17.03.1982 55 : 56 : 57	Second floor flat 22: Storeroom 23: Garage 15	22.02.1982 99 years from 22.02.1982	WA210281
11	17.03.1982 60 : 61	Ground Floor Flat 24 : Storeroom 17	22.02.1982 99 years from 22.02.1982	WA210283
12	16.09.2015 41:42:43	Ground Floor Flat 16: Storeroom 7: Garage 13	16.09.2015 999 years from 22.02.1982	CYM659897
13	01.07.2016 58 : 59	Ground Floor Flat 23 : Storeroom	23.06.2016 999 years commencing from and including 22.02.1982	CYM684418
14	01.07.2016 65 : 66 : 67	First Floor Flat 26 : Storeroom : Garage	23.06.2016 999 years commencing from and including 22.02.1982	CYM684428
15	28.07.2016 62 : 63 : 64	First Floor Flat 25	29.06.2016 999 years from and including 22.02.1982	CYM686687
16	24.03.2017 31: 32	Second floor flat 12: Storeroom 5	24.03.2017 999 years from and including 22.02.1982	CYM706512
17	13.06.2017 28 : 29 : 30	Second floor flat 11 : Storeroom 6 : Garage 2	12.06.2017 999 years commencing from and including 22.02.1982	CYM713114
18	15.06.2017 1 : 2	Lower Ground Floor Flat 1 : Storeroom 1	13.06.2017 999 years commencing on and including 22.02.1982	CYM713392
19	12.09.2017 71: 72	Second Floor Flat 28; Garage 9	11.09.2017 999 years from and including 22.02.1982	CYM721117
20	12.09.2017 68: 69: 70	Second floor flat 27 : Garage 11 : Store 21)	11.09.2017 999 years from and including 22.02.1982	CYM721131
21	17.01.2018 44 : 45	First Floor Flat 17 : Storeroom 17	15.01.2018 999 years commencing from and including	CYM732056

Schedule of notices of leases continued
Parhad o'r Atodlen prydlesai a nodwyd

	Registration date and plan ref. Dyddiad cofrestru	Property description Disgrifiad eiddo	Date of lease and term Dyddiad a hyd	Lessee's title Teitl y prydlesai
			22.02.1982	
22	13.02.2018 48 : 49	First Floor Flat 19 : Storeroom 10	12.02.2018 999 years from and including 12.02.1982	CYM734607
23	20.01.2022 20:21:22	First Floor Flat 8 : Storeroom 9 : Garage 9	15.03.2018 999 years from and including 22 February 1982	CYM737689
24	22.02.2019 35:36:37	Ground floor flat 14, garage 7 and storeroom 12	31.01.2019 999 years from and including 22 February 1982	CYM766109
25	16.03.2020 6 : 7 and 8	Flat 3 (Ground Floor) : Storeroom 8 and Garage 12	14.02.2020 999 years commencing from and including 22 February 1982	CYM799150
26	15.06.2021 33 : 34	Second Floor Flat 13 : Storeroom 2	27.04.2021 999 years commencing from and including the 22 February 1982	CYM823589
27	12.07.2021 46 : 47	Flat 18 (First Floor) : Garage 1	28.06.2021 999 years from and including 22 February 1982	CYM825383
28	14.10.2021 50 : 51	Second Floor Flat 20: Storeroom 19	30.04.2021 999 years commencing from and including 22 February 1982	CYM831681

End of register / Diwedd y gofrestr

These are the notes referred to on the following official copy

Dyma'r nodiadau y cyfeirir atynt ar y copi swyddogol canlynol.

The electronic official copy of the title plan follows this message.

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Sylwch mai hwn yw'r unig gopi swyddogol a ddarparwn. Ni fyddwn yn darparu copi swyddogol papur.

This official copy was delivered electronically and when printed will not be to scale. You can obtain a paper official copy by ordering one from HM Land Registry.

Anfonwyd y copi swyddogol hwn yn electronig a phan gaiff ei argraffu ni fydd wrth raddfa. Gallwch gael copi swyddogol papur trwy archebu un o Gofrestrfa Tir EF.

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Mae'r copi swyddogol hwn a gyhoeddir ar 12 Ionawr 2026 yn dangos sefyllfa'r cynllun teitl hwn ar 12 Ionawr 2026 am 13:52:19. Mae'n dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol (adran 67 Deddf Cofrestru Tir 2002). Mae'r cynllun teitl hwn yn dangos safle cyffredinol, nid union linell, y terfynau. Gall fod gwyriadau yn y raddfa. Mae'n bosibl na fydd mesuriadau wedi eu graddio o'r cynllun hwn yn cyfateb â mesuriadau rhwng yr un pwyntiau ar y llawr.

This title is dealt with by the HM Land Registry, Wales Office .

Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

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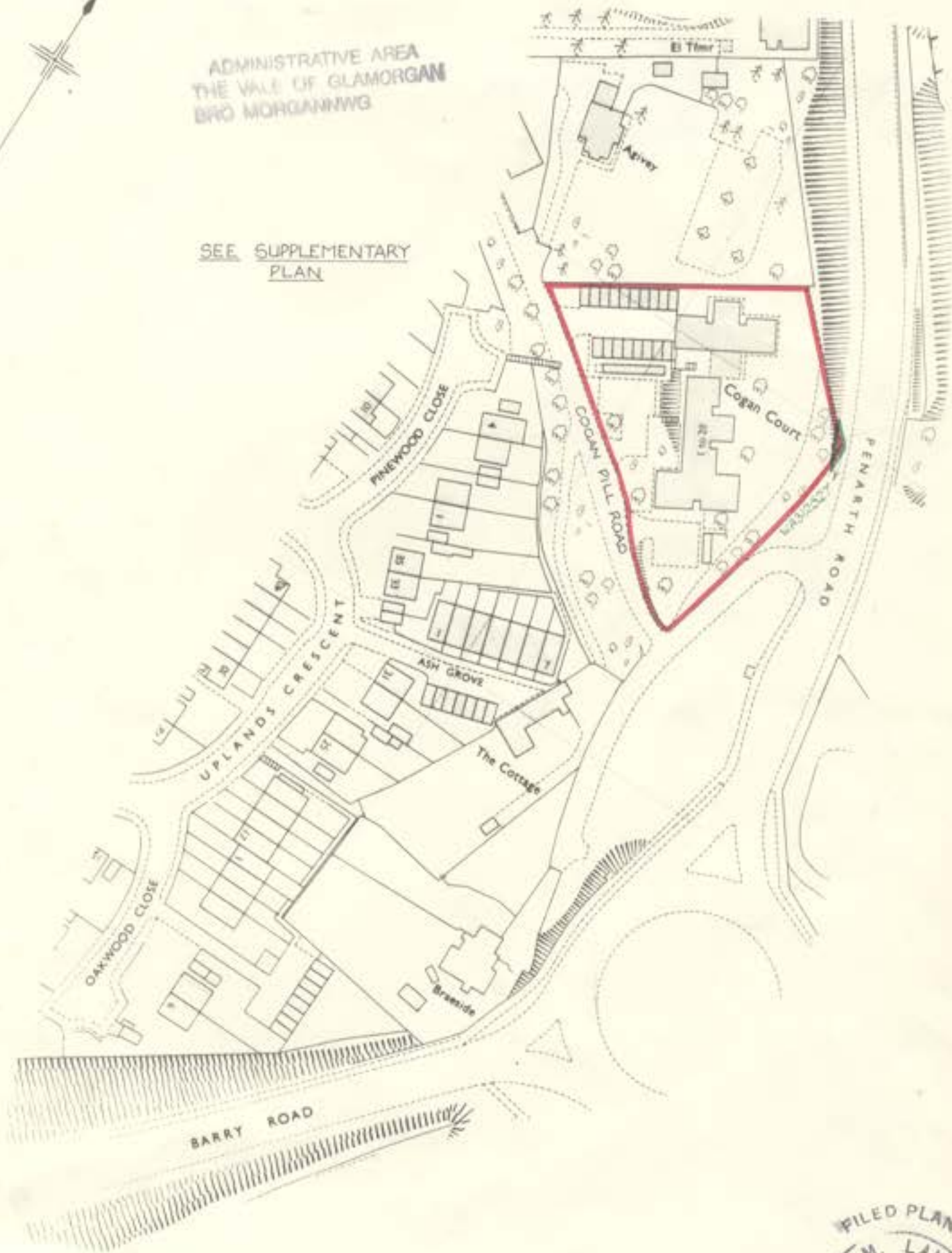
© Hawlfraint y Goron. Cynhyrchwyd gan Gofrestrfa Tir EF. Gwaherddir atgynhyrchu'r cyfan neu ran heb ganiatâd ysgrifenedig blaenorol yr Arolwg Ordnans. Rhif Trwydded AC0000851063.

H.M. LAND REGISTRY		TITLE NUMBER	
		WA 203968	
ORDNANCE SURVEY PLAN REFERENCE	ST 1772	SECTION J	Scale 1/1250
COUNTY SOUTH GLAMORGAN DISTRICT VALE OF GLAMORGAN			© Crown copyright 1975

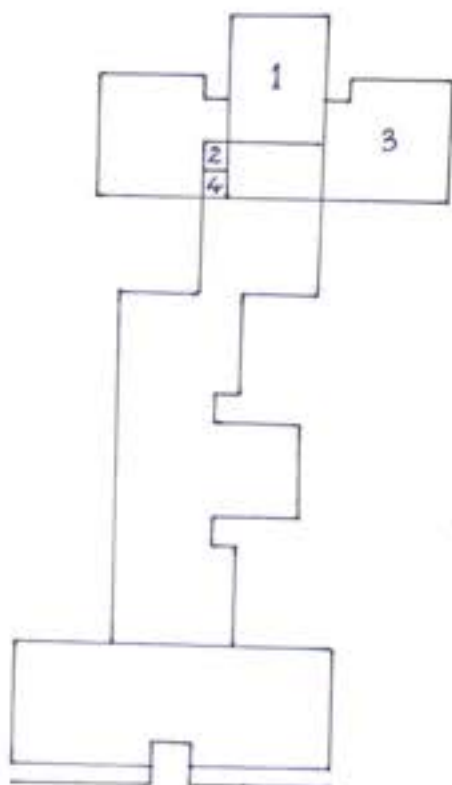


ADMINISTRATIVE AREA
THE VALE OF GLAMORGAN
BRO MORGANNWG

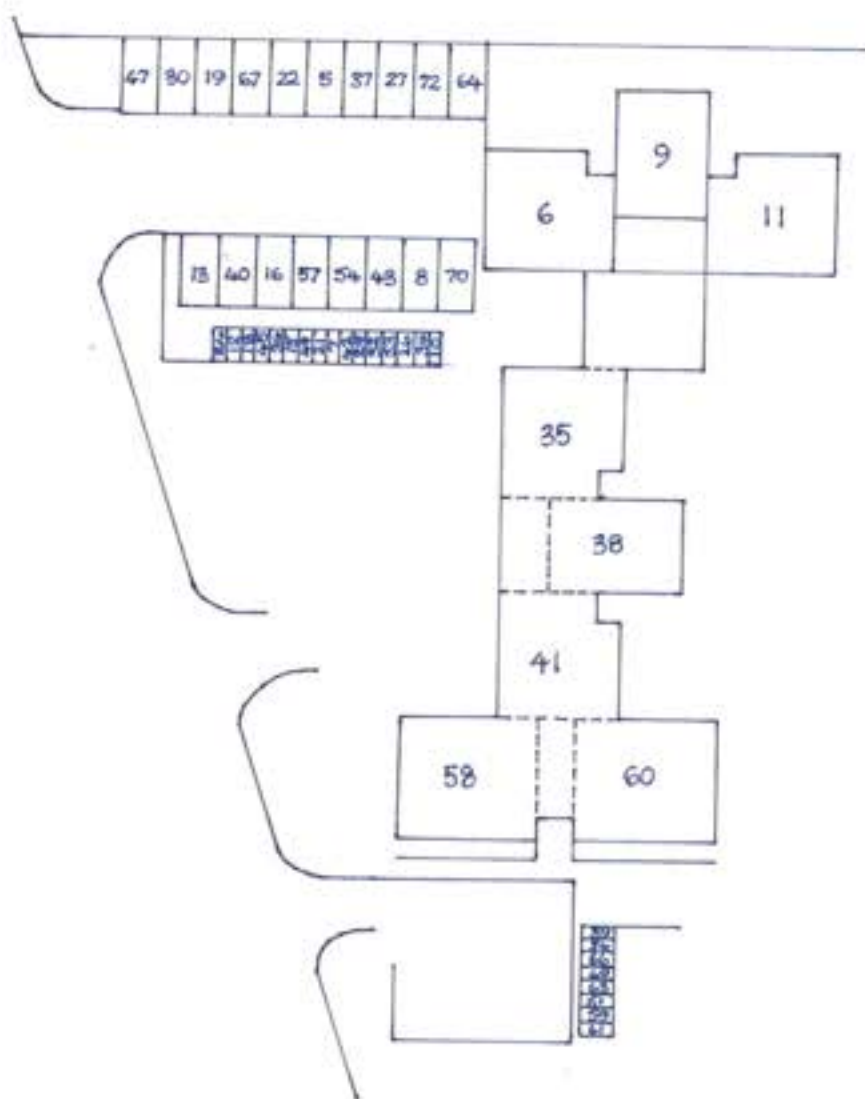
SEE SUPPLEMENTARY
PLAN



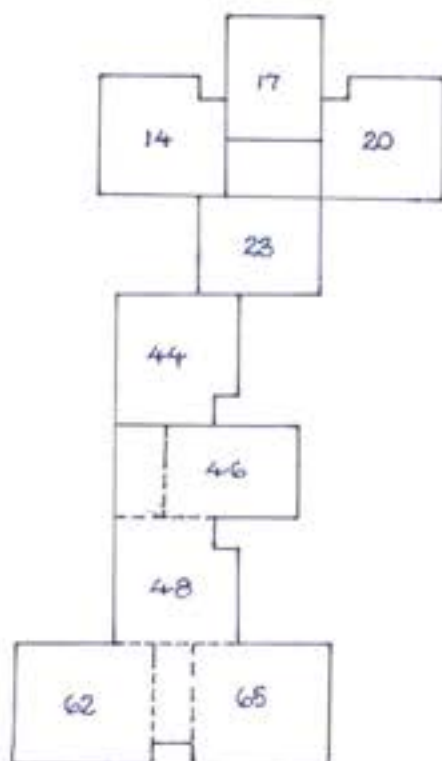
SUPPLEMENTARY PLAN
Scale 1/500



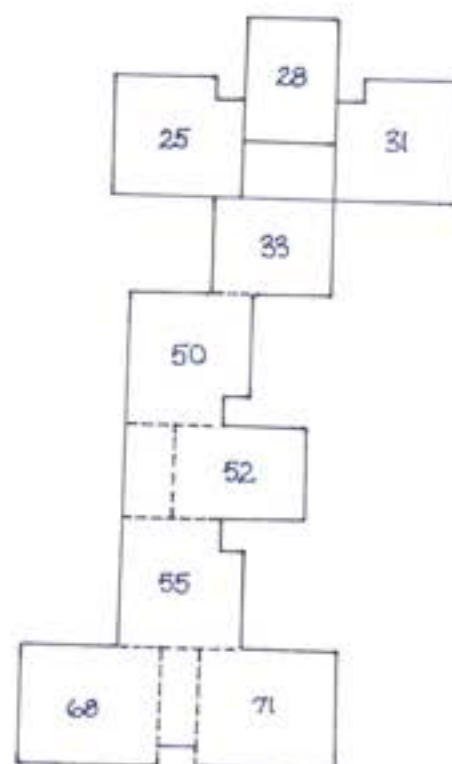
Lower Ground Floor



Ground Floor



First Floor



Second Floor

SUPPLEMENTARY PLAN
TO THE FILED PLAN



These are the notes referred to on the following official copy

Title Number CYM823589

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

DATED

27th April 2021

DEED OF VARIATION

relating to

FLAT 13 COGAN COURT, COGAN PILL ROAD,

LLANDOUGH, PENARTH, CF64 2NF

between

COGAN COURT MANAGEMENT COMPANY LIMITED

and



This deed is dated

27 April

2021

PARTIES

- (1) **COGAN COURT MANAGEMENT COMPANY LIMITED** (Co Reg No 01556989) whose registered office is at 46 Whitchurch Road Cardiff CF14 3LX
(Landlord)
- (2) [REDACTED]

BACKGROUND

- (A) This deed is supplemental and collateral to the Lease.
- (B) The Landlord and the Tenant have agreed to vary the Lease on the terms set out in this deed.
- (C) The Landlord is entitled to the immediate reversion to the Lease.
- (D) The residue of the term granted by the Lease is vested in the Tenant.

AGREED TERMS

1. INTERPRETATION

- 1.1 The definitions in this clause apply in this deed.

Lease: a lease of the Property dated 22nd February 1982 and made between (1) Cogan Court Co-Ownership Housing Society Limited and (2) Evelyn Patricia Hanley

Property: Flat 13 Cogan Court Cogan Pill Road Llandough Penarth Vale of Glamorgan CF64 2NF and store cupboard number 2 as more particularly described in and demised by the Lease and registered under title number WA210273.

- 1.2 References to the **Landlord** include a reference to the person entitled for the time being to the immediate reversion to the Lease. References to the **Tenant** include a reference to its respective successors in title and assigns. References to the **Management Company** include a reference to the person entitled for the time being to its respective successors in title and assigns.
- 1.3 A reference to the Lease includes any deed, licence, consent, approval or other instrument supplemental
- 1.4 A reference to laws in general is to all local, national and directly applicable supra-national laws in force for the time being, taking account of any amendment, extension, application or re-enactment and includes any subordinate laws for the time being in force made under them and all orders, notices, codes of practice and guidance made under them.

- 1.5 A **person** includes a corporate or unincorporated body.
- 1.6 Each of the expressions **landlord covenant** and **tenant covenant** have the meaning given to them by the Landlord and Tenant (Covenants) Act 1995.
- 1.7 Unless the context otherwise requires, a reference to the **Property** is to the whole and any part of it.
- 1.8 Except where a contrary intention appears, a reference to a clause or Schedule, is a reference to a clause of, or Schedule to, this deed and a reference in a Schedule to a paragraph is to a paragraph of that Schedule.
- 1.9 Clause, Schedule and paragraph headings do not affect the interpretation of this deed.
- 1.10 Except to the extent that they are inconsistent with the definitions and interpretations in clause 1 of this deed, the definitions and interpretations in the Lease shall apply to this deed.

2. VARIATIONS OF THE LEASE

2.1 Variations made

The Landlord confirms that from and including the date of this deed, the Lease shall be read and construed as varied by the provisions set out in the Schedule.

2.2 Lease remains in force

The Lease shall remain fully effective as varied by this deed and the terms of the Lease shall have effect as though the provisions contained in this deed had been contained in the Lease with effect from the date of this deed.

3. COVENANTS

The Tenant covenants to observe and perform the tenant's covenants in the Lease as varied by this deed.

The Landlord covenants to observe and perform the landlord's covenants in the Lease as varied by this deed.

4. REGISTRATION OF THIS DEED

4.1 Application for registration

Promptly following the completion of this deed, the Tenant shall apply to register this deed at HM Land Registry against the Tenant's registered title number WA210273

4.2 Requisitions

The Tenant shall ensure that any requisitions raised by HM Land Registry in connection with an application for registration are dealt with promptly and properly.

4.3 Official copies

Within one month after completion of the registration, the Tenant shall send to the Landlord official copies of the respective registered title

5. GOVERNING LAW

This deed and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

6. CONTRACTUAL RIGHTS OF THIRD PARTIES

No term of this deed shall be enforceable under the Contracts (Rights of Third Parties) Act 1999 by a third party but this does not affect any right or remedy of a third party which exists or is available apart from under that Act.

This document has been executed as a deed and is delivered and takes effect on the date stated at the beginning of it.

Schedule Variations to the Lease

1. INCREASED TERM

The term of years granted by the Lease shall be varied to a term of 999 years commencing from and including the 22nd February 1982.

2. GROUND RENT

The ground rent payable in accordance with the provisions of the Lease shall be reduced to a peppercorn per annum (if demanded)

3. NOTICES

3.1 In clause 3(21) of the Lease the words "Messrs Howard O'Brien Joseph Lewis & James the Lessors' solicitors" shall be deleted and shall be replaced with "the Lessor"

3.2 In clause 3(21) of the Lease there shall be substituted for the sum of six pounds for the notice fee the sum of £100.00 plus VAT (One hundred pounds plus VAT)

4. MEMBERSHIP OF THE TENANT

In clause 3 of the Lease there shall be added a new sub-clause 3(24) in the following terms:

3(24) The following covenants will apply in relation to the Tenant's membership of the Landlord:

(a) Not to assign or transfer the Property except to a person who has committed himself to become a registered member of the Landlord

(b) Not to assign or transfer the Property unless the Assignment or Transfer contains a covenant in the same terms as Clause 3(24).(a)

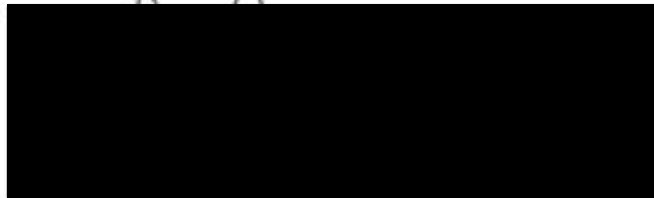
(c) Not to resign from or dispose of the rights attached to the membership of the Landlord to any person other than a Mortgagee of the Property for so long as the Tenant retains any interest in the Property

Executed as a deed by

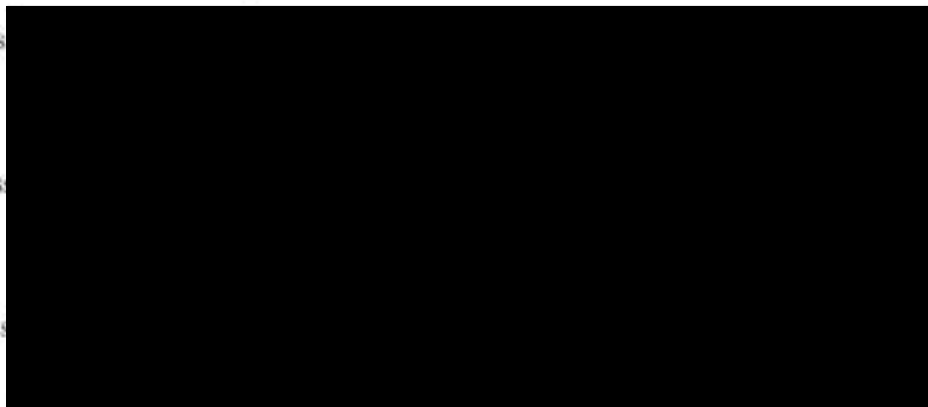
COGAN COURT MANAGEMENT

COMPANY LIMITED

acting by:

A large black rectangular redaction box covering the signature area.

Witness

A large black rectangular redaction box covering the witness area.

Witness

Witness

These are the notes referred to on the following official copy

Title Number WA210273

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

*Identified to me a true copy of
the original
Hoburn Shind & James.*

THIS LEASE made the Twenty Second day of February 1982 BETWEEN COGAN COURT

CO-OWNERSHIP
HOUSING SOCIETY LIMITED having its registered office at 7 Lomond Crescent in the
City of Cardiff
(hereinafter called "the Lessor") of the one part and EVELYN PATRICIA HANLEY

of Flat 13 Cogan Court Cogan Pill Penarth (hereinafter called "the Tenant")
of the other part

WITNESSETH as follows:-



1. In this Deed unless the context otherwise requires the following
expressions have the following meanings:-

(a) "The Building" means the building situate at Cogan Court Cogan Pill
Penarth South Glamorgan aforesaid (of which the flat hereinafter demised
forms part) edged (blue) on the plan annexed hereto

(b) "The Estate" means the land edged red on the said plan and includes
the gardens forecourts roadways pathways and parking areas in the
curtillage thereof

(c) (i) The expressions "the Lessor" and "the Tenant" shall respectively
include their respective successors in title

(ii) Words importing the masculine gender include the feminine gender

(iii) Words importing the singular number include the plural number

(iv) Where two or more persons are included in the expression "the Tenant"

The covenants expressed to be made by the Tenant shall be deemed to be
made by such persons jointly and severally and such persons shall be
deemed to hold the property hereby assured as joint tenants legally and
beneficially

2. In consideration of the sum of and Ten Seven Thousand Eight Hundred
pounds (£ 7,810.00) of the
rent covenants and conditions hereinafter reserved and contained and on the part
of the tenant to be observed and performed the Lessor hereby demises unto the
Tenant ALL THAT the flat (hereinafter called the flat) numbered 13
together with the ~~garage~~ shed numbered 2 in the building (hereinafter
called the said building) known as Cogan Court Cogan Pill Penarth South Glamorgan
aforesaid being the premises delineated on the plan hereto and thereon coloured
red together with the landlord's fixtures and fittings sanitary apparatus and
appurtenances installed therein or affixed thereto together also with the easements
rights and privileges mentioned in the First Schedule hereto but subject as therein
mentioned excepting and reserving from the said demise the main structural
parts of the said building of which the flat forms part including the roof

photo
copy

foundations and external parts thereof but not the glass of the windows of the flat nor the interior faces of such part of the external or internal walls as bound the flat or the rooms therein and excepting nevertheless and reserving unto the Lessor the rights mentioned in the Second Schedule TO HOLD the same unto the Tenant from the date hereof for the term of 99 years paying therefore during the said term hereby granted the yearly rents of £30 and the further and additional rent hereinafter mentioned to be paid by equal half yearly payments in advance on the *1st April and 1st October* in every year the first whereof is to be paid on the execution hereof and being apportioned (if necessary) in respect of the period up to the *1st* day of *April* next hereafter

3. The Tenant hereby covenants with the Lessor as follows:-

(i) To pay the reserved rent at the times and in manner aforesaid without any deduction whatsoever

(ii) To pay to the Lessor without any deduction by way of further and additional rent a proportionate part of the expenses and outgoings incurred by the Lessor in the repair maintenance renewal and insurance of the said building and the provision of services therein and the other heads of expenditure as the same are set out in the Third Schedule hereto such further and additional rent (hereinafter called the service charge) being subject to the following terms and provisions

(a) The amount of the service charge shall be ascertained and certified by a Certificate (hereinafter called "the Certificate") signed by the Lessor's Auditors or Accountants or Managing Agents (at the discretion of the Lessor) acting as experts and not as arbitrators annually and so soon after the end of the Lessors financial year as may be practicable and shall relate to such year in manner hereinafter mentioned

(b) The expression "the Lessor's financial year" shall mean the period from the *1st April* in each year to the *31st March* of the next year or such other annual period as the Lessor may in its discretion from time to time determine as being that in which the accounts of the Lessor either generally or relating to the said building shall be made up

(c) A copy of the Certificate for each such financial year shall be supplied by the Lessor to the tenant on written request and without charge to the tenant

(d) The Certificate shall contain a summary of the Lessor's said expenses and outgoings incurred by the Lessor during the Lessor's financial year to which it relates together with a summary of the relevant details and figures forming the basis of the service charge and the Certificate (or a copy thereof duly certified by the person by whom the same was given) shall be conclusive evidence for the purposes hereof of the matters which it purports to certify

(e) The annual amount of the service charge payable by the tenant as aforesaid shall be one twenty eighth part of the aggregate of the said expenses and outgoings incurred by the Lessor in the year to which the Certificate relates

(f) The expression "the expenses and outgoings incurred by the Lessor" as hereinbefore used shall be deemed to include not only those expenses outgoings and other expenditure hereinbefore described which have been actually disbursed incurred or made by the Lessor during the year in question but also such reasonable part of all such expenses outgoings and other expenditure hereinbefore described which are of a periodically recurring nature (whether recurring by regular or irregular periods) whenever disbursed incurred or made and whether prior to the commencement of the said term or otherwise including a sum or sums of money by way of reasonable provision for anticipated expenditure in respect thereof as the Lessor or accountants or managing agents (as the case may be) may in their discretion allocate to the year in question as being fair and reasonable in the circumstances

(g) The Tenant shall if required by the Lessor with every half yearly payment of rent reserved hereunder pay to the Lessor such sum in advance and on account of the service charge as the Lessor or its accountants or managing agents (as the case may be) shall specify at their discretion to be a fair and reasonable interim payment

(h) As soon as practicable after the signature of the certificate the Lessor shall furnish to the tenant an account of the service charge payable by the tenant for the year in question due credit being given therein for all interim payments made by the Tenant in respect of the said year and upon the furnishing of such account showing such adjustment as may be appropriate there shall be paid by the Tenant to the Lessor the amount of the service charge as aforesaid or any balance found payable or there shall be allowed by the Lessor to the Tenant any amount which may have been overpaid by the Tenant by way of

interim payment as the case may require

(i) It is hereby agreed and declared that the Lessor shall not be entitled to re-enter under the provision in that behalf hereinafter contained by reason only of non payment by the tenant of any such interim payment as aforesaid prior to the signature of the certificate but nothing in this Clause or these presents contained shall disable the Lessor from maintaining an action against the Tenant in respect of non-payment of any such interim payments as aforesaid notwithstanding that the certificate had not been signed at the time of the proceedings subject nevertheless to proof in such proceedings by the Lessor that the interim payment demanded and unpaid is of a fair and reasonable amount having regard to the prospective service charge ultimately payable by the tenant

(j) Provided always and notwithstanding anything herein contained it is agreed and declared as follows:-

~~(i) that in regard to the commencement of the term hereby granted the service charge shall be duly apportioned in respect of the period from the date on which the first payment of rent shall fall due hereunder to the ensuing and not in respect of the period from the date of commencement of the said term to such ensuing~~

(ii) that the provisions of paragraph (h) hereof shall continue to apply notwithstanding the expiration or sooner determination of the term hereby granted but only in respect of the period down to such expiration or sooner determination of the said term

(3) To pay and discharge all general and water rates and other outgoings of an annual or other periodically recurring and non-capital nature which are now or may at any time hereafter during the term hereby granted be assessed rated charged or imposed upon or payable in respect of the flat

(4) From time to time during the said term to pay all costs charges and expenses incurred by the Lessor in abating any nuisance in the flat and executing all such works as may be necessary for abating any nuisance at the flat in obedience to a notice served by a Local Authority

(5) To observe the restrictions and regulations specified in the Fourth Schedule hereto or such other restrictions or regulations as the Lessor may from time to time make a publish

(6) (a) To pay unto the Lessor all costs charges and expenses (including legal costs and fees payable to a Surveyor) which may be incurred by the Lessor incidental to the preparation and service of a notice under Section 146 of the Law of Property Act 1925 whether by the Lessor or incurred in or in contemplation of proceedings under Sections 146 or 147 of that Act notwithstanding forfeiture may be avoided otherwise then by relief granted by the Court

(b) To pay all expenses including Solicitors' costs and Surveyors' fees incurred by the Lessors of and incidental to the service of all notices and schedules relating to wants of repair to the flat whether the same be served during or after the expiration or sooner determination of the term hereby granted (but relating in all cases to such wants of repair that accrued not later than the expiration or sooner determination of the said term as aforesaid)

(7) Once in every fifth year of the said term but in any event in the last quarter of the last year of the said term (howsoever determined) to paint in a proper and workmanlike manner all the inside wood and ironwork usually painted of the flat with two good coats of good oil and white lead paint (or paint of suitable quality) and so that such internal painting in the last year of the said term shall be of a tint or colour to be approved by the Lessor And also with every such internal painting to whiten colour wash distemper grain varnish paper and otherwise decorate in a proper and workmanlike manner all such internal parts of the flat as have been or ought properly to be so treated and so that in the last year of the said term the tints colours and patterns of all such works of internal decoration shall be such as shall be approved by the Lessor

(8) Throughout the said term and from time to time and at all times to keep the flat and everything demised hereunder and additions thereto and the Landlords fixtures and fittings sanitary apparatus and appurtenances installed in or affixed to the flat and the window glass thereof but excluding any portion thereof which the Lessor covenants to repair by Clause 6 (1) hereof with all necessary reparations cleansings and amendments whatsoever well and substantially repairs cleansed maintained and renewed damage by any risk against which the Lessor shall have insured (save where the insurance monies shall be irrecoverable by reason of any act or default of the tenant his family servants or agents)

nevertheless excepted and to replace from time to time all landlord's fixtures fittings and appurtenances in the flat which may be or become beyond repair at any time during or at the expiration or sooner determination of the said term

(9) In so far only as the works hereinafter in this present sub clause described become directed or required solely by reason or any branch of non-observance by the tenant of any covenant or other provision contained in these presents but not otherwise to execute all such works as are or may under or in pursuance of any Act or Acts of Parliament already or hereafter to be passed be directed or required by any District Council Local or Public Authority to be executed at any time during the said term upon or in respect of the flat whether by the Landlord or the tenant thereof and to keep the Lessor indemnified against all claims demands and liability arising thereout

(10) To permit the Lessor and their respective duly authorised surveyors and agents with or without workmen and others (upon giving seven days previous notice in writing) at all reasonable times to enter upon the flat and take particulars of additions improvements fixtures and fittings thereto or therein and to view and examine the state and condition of the flat or any part thereof and the reparation of the same and of all defects decays and wants of reparation found in breach of the covenants herein contained and to give notice in writing of any such defects decays or wants of reparation to the Tenant who will with all proper despatch and in any case within three months then next following well and sufficiently repair and amend the flat accordingly and will pay and discharge on demand all costs charges and expenses (including legal costs and any fees payable to a Surveyor incurred by the Lessor and their respective agents of and incident to the preparation and service of such last-mentioned notice or of any statutory notice relating to any breach of covenant PROVIDED ALWAYS that in case of any default in the performance by the tenant of the foregoing covenant and if the same be not in fact remedied within three months after notice requiring the same to be done shall have been given to the tenant or left at the flat it shall be lawful for the Lessor (but without prejudice to any other right or remedy) to enter upon the flat and repair or put in order the same or carry out any such works at the expense of the tenant in accordance with the covenants and provisions hereof and the costs and expenses thereby incurred by the Lessor or their agents shall be repaid to the Lessor by the Tenant on demand

(11) To permit the Lessor and their duly authorised Surveyors or agents with or without workmen and others at all reasonable times upon giving seven days previous notice in writing (and in case of emergency without notice) to enter into and upon the flat or any part thereof for the purpose of repairing any part of the building and for the purpose of making repairing maintaining rebuilding cleansing lighting and keeping in good order and condition all sewers drains channels pipes cables watercourses gutters wires party structures or other conveniences belonging to or serving or used for the building (without prejudice however to the obligations of the Tenant hereunder with regard thereto) and also for the purpose of laying down maintaining repairing testing disconnecting stopping up removing or renewing drainage gas and water pipes and electric wires and cables and for similar purposes PROVIDED that the Lessor shall make good all damage to the flat or to the fixtures fittings sanitary apparatus appurtenances goods or effects installed therein or affixed thereto caused by the carrying out of any work in this present sub-clause mentioned or otherwise referred to

(12) (a) Not to do or permit or suffer to be done any act deed matter or thing whatsoever whereby the risk or hazard of the flat or the said building being destroyed or damaged by fire shall be increased so as to require an additional premium for insuring the same or which may make void or voidable any policy for such insurance

(b) Not without the consent in writing of the Lessor to effect any insurance of the flat or any part thereof provided nevertheless that the tenant after giving fourteen days prior notice containing full particulars of his intention in that behalf and having received the written consent of the Lessor thereto may effect any additional insurance in respect of the internal decorations in the flat or the Landlord's fixtures and fittings therein and shall if so required by the Lessor produce the policy of such insurance to the Lessor on demand

(13) NOT AT ANY TIME to make any alterations or addition whatsoever in or to the flat either externally or internally or to make any alteration or aperture in the plan external constructions height walls timbers elevations or architectural appearance thereof not to cut or remove the main walls or timbers of the flat unless for the purpose of repairing and making good any defect therein nor to do or suffer in or upon the flat any wilful or voluntary waste or spoil

(14) Not (except with the written consent of the Lessor and under their supervision and to their satisfaction) to erect upon or affix to the flat or any part thereof any machinery or mechanical or scientific apparatus or any television or radio receiving aerials and to pay to the Lessor on demand and indemnify the Lessor against all reasonable Surveyors fees and other charges and expenses which the Lessor may incur in connection with any matter or thing under this present sub-clause or under the immediately preceding sub-clause hereof

(15) Not to use the flat or any part thereof nor allow the same to be used for any illegal or immoral purpose not to hold the rein any sale by auction

(16) To use and occupy the flat solely and exclusively as a self-contained residential flat

(17) Not to exhibit on the outside or in the windows of the flat any name plate placard or announcement of any description

(18) Not to do or permit to be done upon or in connection with the flat or the said building anything which shall be or tend to be nuisance annoyance or cause of danger to the Lessor or their Tenants or any of them or to any neighbouring adjoining or adjacent property or the owner or occupiers thereof

(19) To keep the flat including the passage thereof substantially covered with carpets except that in the kitchen and bathroom all over cork or rubber covering or other suitable material for avoiding the transmission of noise may be used instead of carpets

(20) At all times during the said term to comply in all respects with the provisions and requirements of the Town and Country Planning Act 1962 or any statutory notification or re-enactment thereof for the time being in force and any regulations or orders made thereunder whether as to the permitted user hereunder or otherwise and to indemnify (as well after the expiration of the said term by effluxion of time or otherwise as during its continuance) and to keep the Lessor indemnified against all liability whatsoever including costs and expenses in respect of such matters And forthwith to produce to the Lessor on receipt of notice thereof any notice order or proposal therefore made given or issued to the Tenant by a Planning Authority under or by virtue of the said Act affecting or relating to the flat and at the request and cost of the Lessor to make or join with the Lessor in making every such objection or representation against the same that the Lessor shall deem expedient

(21) Within one month of every assignment assent transfer underlease or mortgage of or relating to the demised premises to give notice in writing thereof to Messrs. Howard O'Brien Joseph Lewis & James the Lessors' Solicitors and to pay them a registration fee of six pounds in respect of each such assignment, assent transfer underlease or mortgage

(22) To make good all damage caused through the act or default of the Tenant or of any servant or agent or visitor of the Tenant

(a) To any part of the said building or to the appointments or the fixtures and fittings thereof and (b) to any other occupier or tenant of the said building and their licensees and in each case to keep the Lessor indemnified from all claims expenses and demands in respect thereof

(23) On the expiration or determination of the said term peaceably to yield up unto the Lessor the flat in a good and tenantable state or repair and condition in accordance with the covenants by the Tenant herein contained together with all additions and improvements thereto and all landlord's fixtures and fittings of every kind now in or upon the flat or which during the said term may be affixed or fastened to or upon the same all of which shall at the expiration or determination of the said term be left complete with all parts and appurtenances thereof and in proper working order and condition PROVIDED ALWAYS that the foregoing covenant shall not apply to any articles held by the Tenant on hire nor to any Tenant's fixtures or fittings PROVIDED further that the tenant may from time to time (but only with the previous written consent of the Lessor and subject to any conditions thereby imposed) substitute for any of the Landlord's fixtures and fittings other fixtures and fittings of at least as good a kind and quality as and not less suitable in character nor of less value than those for which they are respectively to be substituted and in any such case the covenant hereinbefore contained shall attach and apply to the things so substituted

4. It is hereby declared that each of the aforesaid covenants shall remain in full force both at law and in equity notwithstanding that the Lessor shall have waived or released temporarily or permanently revocably or irrevocably or otherwise howsoever a similar covenant affecting other adjoining or neighbouring premises for the time being belonging to the Lessor

5. Provided always and it is hereby agreed that if the said rents or any part thereof shall be unpaid for twenty one days next after becoming payable (whether the same shall have been formally demanded or not) or if the tenant

shall not duly perform or observe all the covenants and provisions hereby on the part of the tenant to be performed or observed then and in any of the said cases and thenceforth it shall be lawful for the Lessor or any person or persons duly authorised by the Lessor in that behalf to re-enter into or upon the flat or any part thereof in the name of the whole and to repossess and enjoy the same as if this Lease had not been made but without prejudice to any right of action or remedy of the Lessor in respect of any antecedent breach of any of the covenants by the Tenant herein contained

6- The Lessor hereby covenants with the tenant as follows:-

- (1) Subject to the payment by the Tenant of the rents and the service charge and provided that the tenant has complied with all the covenants agreements and obligations on his part to be performed and observed to maintain repair redecorate renew amend clean repoint paint grain varnish whiten and colour
- (a) the structure of the said building and in particular but without prejudice to the generality thereof the roofs foundations external and internal walls (but not the interior faces of such parts of external or internal walls as bound the flat or the rooms therein) and timbers (including the timbers joists and beams of the floors and ceilings thereof) chimney stacks gutters and rainwater and soil pipes thereof;
- (b) the sewers drains channels watercourses gas and water pipes electric cables and wires and supply lines in under and upon the said building;
- (c) the boilers and heating and hot water apparatus (if any) in the said building save and except such (if any) heating apparatus as may be now or hereafter installed in the flat serving exclusively the flat and not comprising part of a general heating system serving the entire building;
- (d) the passages landings and staircases and other parts of the said building enjoyed or used by the tenant in common with others and
- (e) the boundary walls and fences if any in the curtilage of the said building

PROVIDED that the Lessor shall not be liable to the tenant for any defect or want or repair hereinbefore mentioned unless the Lessor has had notice thereof

(2) So far as practicable but subject always as provided in Clause 8 hereof

(a) to keep clean and reasonably lighted the passages landings staircases and other parts of the said building enjoyed or used by the tenant in common with others and

(b) to tend keep clean and tidy and generally to maintain the Estate

(3) Provided only that the amenities hereinafter in this sub-clause mentioned are in operation in the said building at the date hereof but not otherwise at all times during the said term (subject always as provided in Clause 8 hereof) to supply constant hot water by means of the boiler and heating installations serving the said building to the flat for domestic purposes and also from the 1st October to 30th April inclusive in each year to supply hot water for heating to the radiators fixed in the flat so as to maintain a reasonable and normal temperature

(4) To insure and keep insured the said building and landlord's fixtures therein against loss or damage by fire and such other risks as the Lessor shall deem desirable or expedient in the Sun Alliance and London Assurance Group in the full reinstatement value thereof And in case of destruction of or damage to the said building or any part thereof from any cause covered by such insurance as to make the same unfit for habitation and use to lay out all monies received in respect of such insurance (other than for loss of rent and architects' and surveyors' fees) in rebuilding and reinstating the same as soon as reasonable practicable

(5) That in the event of the flat being destroyed or so damaged by any insured risks as to be rendered partially or wholly unfit for occupation and use and provided that the insurance effected by the Lessor shall not have been vitiated or payment of the insurance money refused in whole or in part in consequence of some act or default on the part of the Tenant his family servants or agents then the rent hereby reserved or a proportionate part thereof according to the nature and extent of the injury sustained shall forthwith cease to be payable until the flat shall have been restored and reinstated and again rendered fit for occupation and use and in case any dispute shall arise as to the amount of such

proportionate part or the period or the period during which such cesser or abatement of rent should be allowed the matter shall be referred to the Lessor's surveyor as a single arbitrator in accordance with the provisions of the Arbitration Act 1950 or any statutory modification or reenactment thereof for the time being in force

(6) That the Lessor will at the written request and expense of the Lessee and the Lessee's successors in title the owner for the time being of the Flat enforce against the Lessees and their successors in title the owners for the time being of the other flats in the buildings the covenants in the Leases of such other flats similar to those on the Lessee's part herein contained

7. The Tenant paying the rent hereby reserved and performing and observing the several covenants on his part and the conditions herein contained shall peaceably hold and enjoy the flat during the said term without any interruption by the Lessor or any person rightfully claiming under or in trust for him

8. Notwithstanding anything herein contained the Lessor shall be under no greater liability either to parties hereto or to strangers to this contract who may be permitted to enter or use the said building for accidents happening injuries sustained or for loss of or damage to goods or chattels in the said building or in any part thereof whether arising from the negligence of the Lessor or that of any servant or agent of the Lessor or otherwise than the obligations involved in the common duty of care

9. Notwithstanding anything herein contained the Lessor shall not be liable to the Tenant nor shall the Tenant have any claim against the Lessor in respect of

(1) any interruption in any of the services hereinbefore mentioned by reason of necessary repair or maintenance of any installations or apparatus or damage thereto or destruction thereof by fire water Act of God or other cause beyond the Lessor's control or by reason of mechanical or other defect or breakdown or frost or other inclement conditions or unavoidable shortage of fuel materials water or labour or

(2) any act omission or negligence of any porter attendant servant of the Lessor in or about the performance or purported performance of any duty relating to the provision of the said services or any of them

10. Nothing herein contained shall confer on the tenant any right to the benefit of or to enforce any covenant or agreement contained in any lease or other instrument relating to any other premises belonging to the Lessor or limit or affect the right of the Lessor in respect of any other premises belonging to the Lessor to deal with the same now or at any time hereafter in any manner which may be thought fit nor shall anything herein contained confer on the tenant any liberty privilege easement right or advantage whatsoever mentioned or referred to in Section 62 of the Law of Property Act 1925 save those expressly set out in the First Schedule hereto.

11. For the purpose of service of all notices hereby or by statute authorised to be served the provisions as to service of notices contained in Section 196 of the Law of Property Act 1925 as amended by the Recorded Delivery Service Act 1962 shall be deemed to be incorporated herein.

12. IT IS HEREBY CERTIFIED that the transaction hereby effected does not form part of a larger transaction or of a series of transactions in respect of which the amount or value or the aggregate amount or value of the consideration exceeds Twenty Thousand Pounds.

IN WITNESS whereof the Lessor has caused its Common Seal to be hereunto affixed and the Tenant has set his hand and seal the day and year first before written

FIRST SCHEDULE

EASEMENTS RIGHTS AND PRIVILEGES INCLUDED IN THIS DEMISE

1. Full right and liberty for the tenant and all persons authorised by him (in common with all other persons entitled to the like right) at all times by day or by night to go pass and repass over and along the main entrance of the said building and the common passages landings and staircases thereof and to use the Estate provided nevertheless that the tenant shall not authorise the use of the gardens by any tradesmen for carrying of goods and shall not cause or permit the obstruction of any common parts of the said building by furniture or otherwise together also with the right to park vehicles on the car parking areas delineated on the plan hereto and thereon coloured mauve

2. The free and uninterrupted passage and running of water and soil gas and electricity from and to the flat through the sewers drains channels and watercourses cables pipes and wires which now are or may at any time during the term hereby created be in under or passing through the building or any part thereof

3. The right of support and protection for the benefit of the flats as is now enjoyed from the other flats and all other parts of the building

SECOND SCHEDULE

EXCEPTIONS AND RESERVATIONS

There are excepted and reserved out of this demise

1. To the Lessor

(i) Easements rights and privileges over and along and through flat equivalent to those set forth in paragraph 2 of the first schedule

(ii) The right for the Lessor and its duly authorised surveyors or agents with or without workmen and others upon giving seven days previous notice in writing (and in case of emergency without notice) at all reasonable times to enter the flat for the purposes of carrying out its obligations under Clause 6 of this Lease PROVIDED that the Lessor shall make good all damage to the flat or to the fixtures fittings sanitary apparatus appurtenances goods or effects installed therein or affixed thereto caused by the carrying out of its said obligations or any of them

2. To the Lessor the right any time hereafter to rebuild alter or use any of the adjoining or neighbouring buildings according to such plans (whether as to height extent or otherwise) and in such manner as shall be approved by the Lessor notwithstanding that the access of light or air to or any other easement for the time being appertaining to or enjoyed with the flat or any part thereof may be obstructed or interfered with or that the tenant might otherwise be

- entitled to object to such rebuilding alterations or user
3. The right of support and protection for the benefit of the other flats and all parts of the building as is now enjoyed from the flat

THIRD SCHEDULE

LESSOR'S EXPENSES AND OUTGOINGS AND OTHER HEADS OF EXPENDITURE IN RESPECT OF WHICH THE LESSEE IS TO PAY A PROPORTIONATE PART BY WAY OF SERVICE CHARGE

1. The expense of maintaining repairing redecorating and renewing amending cleaning repointing painting graining varnishing whitening or colouring the building and all parts thereof and all the appurtenances apparatus and other things thereto belonging and more particularly described in Clause 5 (1) hereof
2. The cost of periodically inspecting maintaining overhauling repairing and where necessary replacing the whole of the heating and domestic hot water systems serving the building
3. The cost of the oil electricity or other fuel required for the boiler or boilers supplying the heating and domestic hot water systems serving the building
4. The cost of insuring and keeping insured throughout the term hereby created the building and all parts thereof and Landlord's fixtures and fittings therein and all the appurtenances apparatus and other things thereto belonging and more particularly described in Clause 5 (1) hereof against the insurable risks indicated in Clause 5 (4) hereof and also against third party risks and such further or other risks (if any) by way of comprehensive insurance as the Lessor shall determine including two years' loss of rent and architects' and surveyors' fees

5. The cost of carpeting re-carpeting cleaning decorating and lighting the passages landings staircases and other parts of the building enjoyed or used by the Tenant in common with others and of keeping the other parts of the building used by the Tenant in common as aforesaid and not otherwise specifically referred to in this schedule in good repair and condition
6. All charges assessments and other outgoings (if any) payable by the Lessor in respect of all parts of the building (other than income tax)
7. The fees of the Lessor's managing agents for the collection of the rents of the flats in the building and for the general management thereof provided that such fees shall at no time exceed the maximum therefore allowed by the scales authorised for the time being by the Royal Institution of Chartered Surveyors
8. All fees and costs incurred in respect of the annual certificate and of accounts kept and audits made for the purpose thereof
9. The cost of maintaining repairing and renewing the television and radio receiving aerials if any installed on the building and used or capable of being used by the tenant in common as aforesaid
10. The upkeep of the Estate
11. The cost of taking all steps deemed desirable or expedient by the Lessor for complying with making representations against or otherwise contesting the incidence of the provisions of any legislation or orders or statutory requirements thereunder concerning town planning public health highways streets drainage or other matters relating or alleged to relate to the said building for which the Tenant is not directly liable hereunder

FOURTH SCHEDULE

RESTRICTIONS AND REGULATIONS IMPOSED IN RESPECT OF THE FLAT

1. The Tenant shall not (except with the written consent of the Lessor and under the supervision of the Lessor's surveyor and to his satisfaction) erect upon or affix to the flat or any part thereof any machinery or mechanical or scientific or electrical apparatus excepting only radio and television receiving sets (indoor aerials therefore) and small domestic electrical apparatus properly fitted with an approved suppressor against electrical interference to other apparatus
2. The Tenant shall provide and maintain in good and clean condition net curtains for all windows in the flat (unless some other type of curtain shall have first been approved by the Lessor) and shall at least once monthly clean all windows of the flat
3. The Tenant shall not place leave or cause to be placed or left any furniture cycle perambulator toy box parcel bottle or other thing nor any refuse or rubbish in any entrance landing passage stairway or other common part of the building nor shall the Tenant throw or allow to be thrown anything whatsoever nor any refuse or rubbish out of any window of the flat
4. No car van or other vehicle shall be parked in the Estate (save only to such extent and subject to such conditions as may be permitted by Law) other than on the car parking areas delineated on the plan hereto and thereon coloured mauve
5. The Tenant shall not
 - (1) make or suffer any unreasonable noise in the flat by way of piano gramophone radio or television receiving set or other mechanical or musical instrument vacuum cleaner singing or otherwise at any time

- (2) play or permit to be played nor use or permit to be used the said things or any of them in any of them in any manner whatsoever nor sing or allow any singing nor make or allow any noise of any kind whatsoever between the hours of 11 p.m. and 6 a.m. on all days
6. No rags dirt rubbish refuse or other substance shall be inserted into or placed or left in the sinks baths lavatories cisterns or any pipe in the flat nor shall any obstruction or blockage be caused therein in any other manner whatsoever
7. No water shall be wasted in the flat Adequate precautions shall be taken (where necessary) by the Tenant to protect all pipes against freezing of water therein
8. No animal bird or reptile shall be kept in the flat without the written permission of the Lessor which if given shall be deemed to be by way of licence revocable at will.
9. No person suffering from any notifiable infectious or contagious illness shall be nursed or allowed to remain in the flat without the Lessor's written permission
10. The Tenant shall not allow any person or child to loiter or play in or about any entrance landing passage stairway or any other common part of the said building
11. No clothes flower box pot or other articles shall be hung placed or exposed outside the flat no mat or other articles shall be shaken out of any window or door thereof
12. All entrance doors of the flat shall be kept closed
13. All further or other rules and regulations made at any time and from time to time by the Lessor in addition to or substitution for the foregoing rules and regulations or any of them which the Lessor may deem necessary or expedient for the safety care or cleanliness of the said building or any part thereof or for securing the comfort and convenience of all tenants in the said building PROVIDED ALWAYS that no such further or other rules or regulations may be made hereunder which shall subject the Tenant to any unusual or unreasonable burden

THE COMMON SEAL of COGAN COURT HOUSING
SOCIETY LIMITED was hereunto affixed
in the presence of: '

ATW MORRIS Director LS

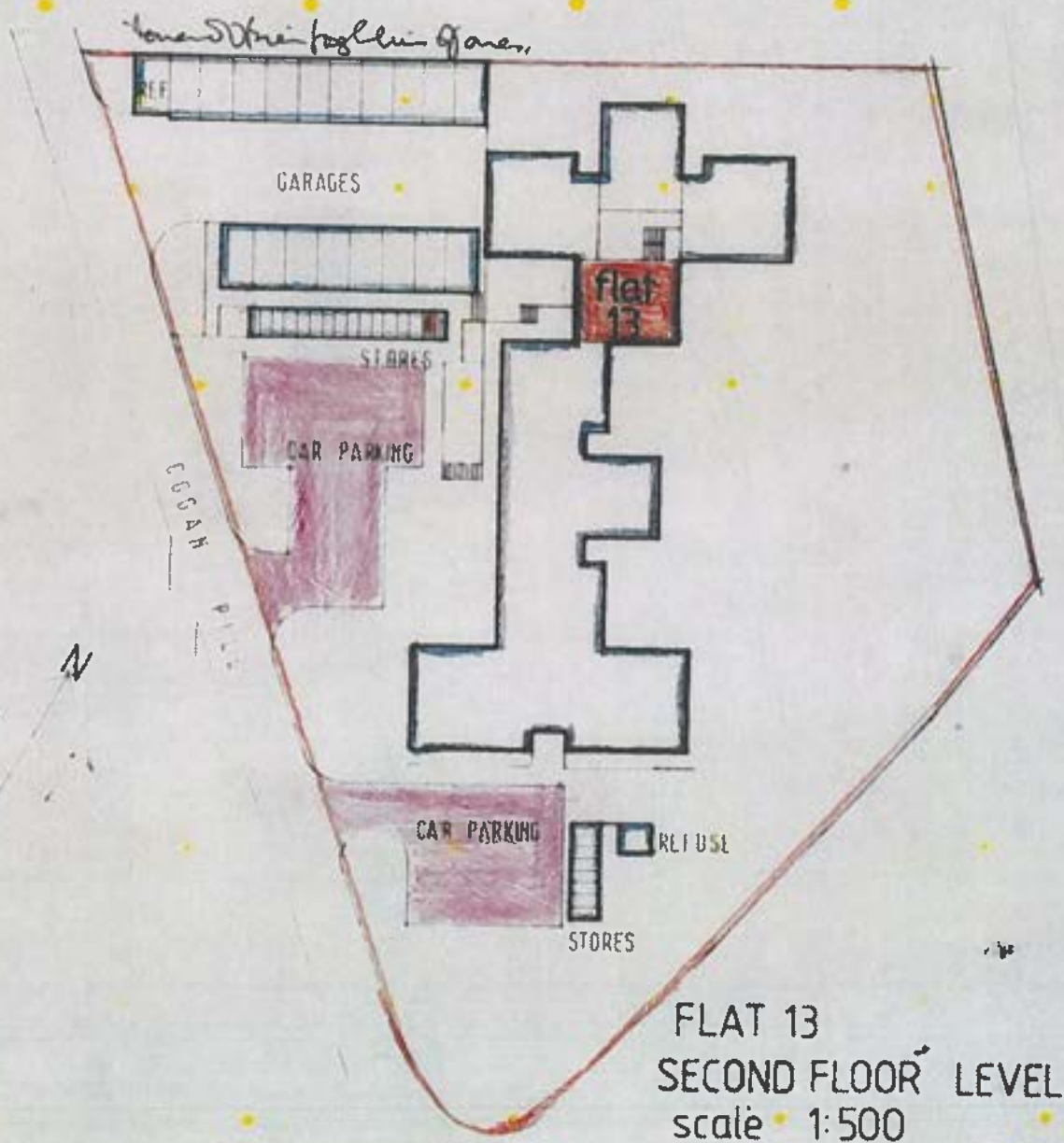
JA HEGARTY Secretary LS

SIGNED SEALED AND DELIVERED by)
the said EVELYN PATRICIA HANLEY)
in the presence of:-)

We hereby certify that this plan is a true and accurate copy of the original.

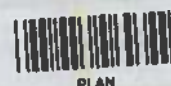
DATED this 25th day of October 1982

Howard John Hughes Jones
2 Heol-y-Deri, Rhiwbina, Cardiff.



COGAN COURT COGAN CARDIFF

WA210273



-  Final TA6 Form - 10.7.2026.pdf
-  Final TA7 Form - 10.7.2026.pdf
-  Final TA10 Form - 10.7.2026.pdf
-  PAY0070002 Stock Transfer Form - Payne.pdf
-  REPLPE1 Form - 13 Cogan Court.pdf
-  Rules & Regulations
-  Service Charge Final Accounts year end 31 March 2026
-  Service Charge Invoice for 6 months
-  Service Charge Statement dated 20th March 2026
-  Statement of Account - Flat 13 Cogan Court
-  Update from Seller regarding ongoing works
-  ZRevised Report. 157-25. AMS Cogan Court,ASB



Law Society Property Information Form (4th edition 2020 – second revision)

Address of the
property

FLAT 13 COGAN COURT
COGAN PILL ROAD
LLANDOUGH
PENARTH

Postcode

Full names of
the seller

[REDACTED]

Seller's solicitor
Name of solicitor's firm

FRANCIS & BUCK

Address

CELTIC HOUSE
20 CATHEDRAL ROAD
CARDIFF
CF11 9FB

Email

[REDACTED]

Reference number

[REDACTED]

About this form

This form is completed by the seller to supply the detailed information and documents which may be relied upon for the conveyancing process.

Definitions

- 'Seller' means all sellers together where the property is owned by more than one person.
- 'Buyer' means all buyers together where the property is being bought by more than one person.
- 'Property' includes all buildings and land within its boundaries.

Instructions to the seller

- The answers should be prepared by the person or persons who are named as owner on the deeds or Land Registry title or by the owner's legal representative(s) if selling under a power of attorney or grant of probate or representation. If there is more than one seller, you should prepare the answers together or, if only one seller prepares the form, the other(s) should check the answers given and all sellers should sign the form.
- If you do not know the answer to any question, you must say so. If you are unsure of the meaning of any questions or answers, please ask your solicitor. Completing this form is not mandatory, but omissions or delay in providing some information may delay the sale.
- If you later become aware of any information which would alter any replies you have given, you must inform your solicitor immediately. This is as important as giving the right answers in the first place. Do not change any arrangements concerning the property with anyone (such as a tenant or neighbour) without first consulting your solicitor.
- It is very important that your answers are accurate. If you give incorrect or incomplete information to the buyer (on this form or otherwise in writing or in conversation, whether through your estate agent or solicitor or directly to the buyer), the buyer may make a claim for compensation from you or refuse to complete the purchase.
- You should answer the questions based upon information known to you (or, in the case of legal representatives, you or the owner). You are not expected to have expert knowledge of legal or technical matters, or matters that occurred prior to your ownership of the property.
- Please give your solicitor any letters, agreements or other papers which help answer the questions. If you are aware of any which you are not supplying with the answers, tell your solicitor. If you do not have any documentation you may need to obtain copies at your own expense. Also pass to your solicitor any notices you have received concerning the property and any which arrive at any time before completion of the sale.

Instructions to the buyer

- If the seller gives you, separately from this form, any information concerning the property (in writing or in conversation, whether through an estate agent or solicitor or directly to you) on which you wish to rely when buying the property, you should tell your solicitor.
- You are entitled to rely on the replies given to enquiries but in relation to the physical condition of the property, the replies should not be treated as a substitute for undertaking your own survey or making your own independent enquiries, which you are recommended to do.
- The seller is only obliged to give answers based on their own information. They may not have knowledge of legal or technical matters. You should not expect the seller to have knowledge of, or give information about, matters prior to their ownership of the property.

1. Boundaries

If the property is leasehold this section, or parts of it, may not apply.

1.1 Looking towards the property from the road, who owns or accepts responsibility to maintain or repair the boundary features:

(a) on the left?

☐ Seller
☐ Shared

☐ Neighbour
☒ Not known

(b) on the right?

☐ Seller
☐ Shared

☐ Neighbour
☒ Not known

(c) at the rear?

☐ Seller
☐ Shared

☐ Neighbour
☒ Not known

(d) at the front?

☐ Seller
☐ Shared

☐ Neighbour
☒ Not known

1.2 If the boundaries are irregular please indicate ownership by written description or by reference to a plan:

(ALL OWNED BY MANAGEMENT COMPANY)

1.3 Is the seller aware of any boundary feature having been moved in the last 10 years or during the seller's period of ownership if longer? If Yes, please give details:

☐ Yes

☒ No

1.4 During the seller's ownership, has any adjacent land or property been purchased by the seller? If Yes, please give details:

☐ Yes

☒ No

- 1.5 Does any part of the property or any building on the property overhang, or project under, the boundary of the neighbouring property or road, for example cellars under the pavement, overhanging eaves or covered walkways? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

- 1.6 Has any notice been received under the Party Wall etc. Act 1996 in respect of any shared/party boundaries? If Yes, please supply a copy, and give details of any works carried out or agreed:

☐ Yes	☒ No
☐ Enclosed	☐ To follow

2. Disputes and complaints

- 2.1 Have there been any disputes or complaints regarding this property or a property nearby? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

- 2.2 Is the seller aware of anything which might lead to a dispute about the property or a property nearby? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

3. Notices and proposals

- 3.1 Have any notices or correspondence been received or sent (e.g. from or to a neighbour, council or government department), or any negotiations or discussions taken place, which affect the property or a property nearby? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

- 3.2 Is the seller aware of any proposals to develop property or land nearby, or of any proposals to make alterations to buildings nearby?
If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

4. Alterations, planning and building control

Note to seller: All relevant approvals and supporting paperwork referred to in section 4 of this form, such as listed building consents, planning permissions, Building Regulations consents and completion certificates should be provided. If the seller has had works carried out the seller should produce the documentation authorising this. Copies may be obtained from the relevant local authority website. Competent Persons Certificates may be obtained from the contractor or the scheme provider (e.g. FENSA or Gas Safe Register). Further information about Competent Persons Certificates can be found at: <https://www.gov.uk/guidance/competent-person-scheme-current-schemes-and-how-schemes-are- authorised>

Note to buyer: If any alterations or improvements have been made since the property was last valued for council tax, the sale of the property may trigger a revaluation. This may mean that following completion of the sale, the property will be put into a higher council tax band. Further information about council tax valuation can be found at: <http://www.gov.uk/government/organisations/valuation-office-agency>

- 4.1 Have any of the following changes been made to the whole or any part of the property (including the garden)?

(a) Building works (e.g. extension, loft or garage conversion, removal of internal walls). If Yes, please give details including dates of all work undertaken:

☐ Yes	☒ No
------------------------------	--

(b) Change of use (e.g. from an office to a residence)

☐ Yes	☒ No
	Year

(c) Installation of replacement windows, roof windows, roof lights, glazed doors since 1 April 2002

☐ Yes	☒ No
	Year

(d) Addition of a conservatory

☐ Yes	☒ No
	Year

4.2 If Yes to any of the questions in 4.1 and if the work was undertaken during the seller's ownership of the property:

(a) please supply copies of the planning permissions, Building Regulations approvals and Completion Certificates, OR:

(b) if none were required, please explain why these were not required – e.g. permitted development rights applied or the work was exempt from Building Regulations:

Further information about permitted development can be found at:
<https://www.planningportal.co.uk/info/200126/applications>

4.3 Are any of the works disclosed in 4.1 above unfinished? If Yes, please give details:

☐ Yes ☒ No

4.4 Is the seller aware of any breaches of planning permission conditions or Building Regulations consent conditions, unfinished work or work that does not have all necessary consents?
If Yes, please give details.

☐ Yes ☒ No

4.5 Are there any planning or building control issues to resolve? If Yes, please give details:

☐ Yes ☒ No

4.6 Have solar panels been installed?

☐ Yes ☒ No

If Yes:

(a) In what year were the solar panels installed?

Year

(b) Are the solar panels owned outright?

☐ Yes ☐ No

(c) Has a long lease of the roof/air space been granted to a solar panel provider? If Yes, please supply copies of the relevant documents e.g. copies of electricity bills for feed in tariffs.

☐ Yes ☐ No
☐ Enclosed ☐ To follow

4.7 Is the property or any part of it:

(a) a listed building?

☐ Yes	☒ No
☐ Not known	

(b) in a conservation area?

☐ Yes	☒ No
☐ Not known	

If Yes, please supply copies of any relevant documents.

☐ Enclosed	☐ To follow
-----------------------------------	------------------------------------

4.8 Are any of the trees on the property subject to a Tree Preservation Order?

*OWNED BY
MANAGEMENT
COMPANY*

If Yes:

☐ Yes	☐ No
☒ Not known	

(a) Have the terms of the Order been complied with?

☐ Yes	☐ No
☒ Not known	

(b) Please supply a copy of any relevant documents.

☐ Enclosed	☐ To follow
-----------------------------------	------------------------------------

5. Guarantees and warranties

Note to seller: All available guarantees, warranties and supporting paperwork should be supplied before exchange of contracts.

Note to buyer: Some guarantees only operate to protect the person who had the work carried out or may not be valid if their terms have been breached. You may wish to contact the company to establish whether it is still trading and if so, whether the terms of the guarantee will apply to you.

5.1 Does the property benefit from any of the following guarantees or warranties?

If Yes, please supply a copy.

(a) New home warranty (e.g. NHBC or similar)

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(b) Damp proofing

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(c) Timber treatment

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(d) Windows, roof lights, roof windows or glazed doors

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(e) Electrical work

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(f) Roofing

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(g) Central heating

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(h) Underpinning

☐ Yes	☒ No
☐ Enclosed	☐ To follow

(i) Other (please state):

☐ Yes	☒ No
☐ Enclosed	☐ To follow

5.2 Have any claims been made under any of these guarantees or warranties? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

6. Insurance

6.1 Does the seller insure the property?

☐ Yes	☒ No
------------------------------	--

6.2 If not, why not?

<i>Done by management company</i>

6.3 If the property is a flat, does the landlord insure the building?

☒ Yes	☐ No
---	-----------------------------

6.4 Has any buildings insurance taken out by the seller ever been:

(a) subject to an abnormal rise in premiums?

☐ Yes	☒ No
------------------------------	--

(b) subject to high excesses?

☐ Yes	☒ No
------------------------------	--

(c) subject to unusual conditions?

☐ Yes	☒ No
------------------------------	--

(d) refused?

☐ Yes	☒ No
------------------------------	--

If Yes, please give details:

6.5 Has the seller made any buildings insurance claims?

☐ Yes	☒ No
------------------------------	--

If Yes, please give details:

7. Environmental matters

Flooding

Note: Flooding may take a variety of forms: it may be seasonal or irregular or simply a one-off occurrence. The property does not need to be near a sea or river for flooding to occur. Further information about flooding can be found at:

www.gov.uk/government/organisations/departments-for-environment-food-rural-affairs.

The flood risk check can be found at: www.gov.uk/check-flood-risk.

Read our updated Flood Risk Practice Note at <https://www.lawsociety.org.uk/support-services/advice/practice-notes/flood-risk/>

7.1 Has any part of the property (whether buildings or surrounding garden or land) ever been flooded?

☐ Yes	☒ No
------------------------------	--

If Yes, please state when the flooding occurred and identify the parts that flooded:

If No to question 7.1 please continue to 7.3 and do not answer 7.2 below.

7.2 What type of flooding occurred?

(a) Ground water

☐ Yes	☒ No
------------------------------	--

(b) Sewer flooding

☐ Yes	☐ No
------------------------------	-----------------------------

(c) Surface water

☐ Yes	☐ No
------------------------------	-----------------------------

(d) Coastal flooding

☐ Yes ☐ No

(e) River flooding

☐ Yes ☐ No

(f) Other (please state):

7.3 Has a Flood Risk Report been prepared?

If Yes, please supply a copy.

☐ Yes ☒ No
☐ Enclosed ☐ To follow

Further information about the types of flooding and Flood Risk Reports can be found at: www.gov.uk/government/organisations/environment-agency.

Radon

Note: Radon is a naturally occurring inert radioactive gas found in the ground. Some parts of England and Wales are more adversely affected by it than others. Remedial action is advised for properties with a test result above the 'recommended action level'. Further information about Radon can be found at: www.gov.uk/government/organisations/public-health-england and www.publichealthwales.wales.nhs.uk.

7.4 Has a Radon test been carried out on the property?

If Yes,

Down to Management Company

(a) please supply a copy of the report

☐ Enclosed ☐ To follow

(b) was the test result below the 'recommended action level'?

☐ Yes ☐ No

7.5 Were any remedial measures undertaken on construction to reduce Radon gas levels in the property?

☐ Yes ☐ No
☒ Not known

Energy efficiency

Note: An Energy Performance Certificate (EPC) is a document that gives information about a property's energy usage. Further information about EPCs can be found at: <https://www.gov.uk/buy-sell-your-home/energy-performance-certificates>

7.6 Please supply a copy of the EPC for the property.

☒ Enclosed ☐ To follow
☐ Already supplied

7.7 Have any installations in the property been financed under the Green Deal scheme? If Yes, please give details of all installations and supply a copy of your last electricity bill.

☐ Yes	☒ No
☐ Enclosed	☐ To follow

Further information about the Green Deal can be found at:
www.gov.uk/green-deal-energy-saving-measures

Japanese knotweed

Note: Japanese knotweed is an invasive non-native plant that can cause damage to property if left untreated. The plant consists of visible above ground growth and an invisible rhizome (root) below ground in the soil. It can take several years to control and manage through a management and treatment plan and rhizomes may remain alive below the soil even after treatment.

7.8 Is the property affected by Japanese knotweed?

☐ Yes	☐ No
☒ Not known	

If Yes, please state whether there is a Japanese knotweed management and treatment plan in place and supply a copy with any insurance cover linked to the plan.

☐ Yes	☐ No
☐ Not known	
☐ Enclosed	☐ To follow

8. Rights and informal arrangements

Note: Rights and arrangements may relate to access or shared use. They may also include leases of less than seven years, rights to mines and minerals, manorial rights, chancel repair and similar matters. If you are uncertain about whether a right or arrangement is covered by this question, please ask your solicitor.

8.1 Does ownership of the property carry a responsibility to contribute towards the cost of any jointly used services, such as maintenance of a private road, a shared driveway, a boundary or drain?
If Yes, please give details:

☒ Yes	☐ No
---	-----------------------------

OWNED BY THE ROYAL COURT MANAGEMENT CO. LTD WHO OWN THE GREENS

8.2 Does the property benefit from any rights or arrangements over any neighbouring property (this includes any rights of way)?
If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

8.3 Has anyone taken steps to prevent access to the property, or to complain about or demand payment for access to the property? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

8.4 Does the seller know if any of the following rights benefit the property:

(a) Rights of light

☐ Yes	☒ No
------------------------------	--

(b) Rights of support from adjoining properties

☐ Yes	☒ No
------------------------------	--

(c) Customary rights (e.g. rights deriving from local traditions)

☐ Yes	☒ No
------------------------------	--

8.5 Does the seller know if any of the following arrangements affect the property:

(a) Other people's rights to mines and minerals under the land

☐ Yes	☒ No
------------------------------	--

(b) Chancel repair liability

☐ Yes	☒ No
------------------------------	--

(c) Other people's rights to take things from the land (such as timber, hay or fish)

☐ Yes	☒ No
------------------------------	--

If Yes, please give details.

8.6 Are there any other rights or arrangements affecting the property? This includes any rights of way. If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

Services crossing the property or neighbouring property

8.7 Do any drains, pipes or wires serving the property cross any neighbour's property?

☐ Yes ☐ No
☒ Not known

8.8 Do any drains, pipes or wires leading to any neighbour's property cross the property?

☐ Yes ☐ No
☒ Not known

8.9 Is there any agreement or arrangement about drains, pipes or wires?

☐ Yes ☐ No
☒ Not known

If Yes, please supply a copy or give details:

☐ Enclosed ☐ To follow

9. Parking

9.1 What are the parking arrangements at the property?

PARKING SPACES AVAILABLE BUT
NOT ASSOCIATE TO ANY OWNER

9.2 Is the property in a controlled parking zone or within a local authority parking scheme?

☐ Yes ☐ No
☒ Not known

10. Other charges

Note: If the property is leasehold, details of lease expenses such as service charges and ground rent should be set out on the separate TA7 Leasehold Information Form. If the property is freehold, there may still be charges: for example, payments to a management company or for the use of a private drainage system.

10.1 Does the seller have to pay any charges relating to the property (excluding any payments such as council tax, utility charges, etc.), for example payments to a management company? If Yes, please give details:

☒ Yes ☐ No

11. Occupiers

11.1 Does the seller live at the property?

☐ Yes

☒ No

11.2 Does anyone else, aged 17 or over, live at the property?

☐ Yes

☒ No

If No to question 11.2, please continue to section 12 'Services' and do not answer 11.3–11.5 below.

11.3 Please give the full names of any occupiers (other than the sellers) aged 17 or over:

11.4 Are any of the occupiers (other than the sellers), aged 17 or over, tenants or lodgers?

☐ Yes

☐ No

11.5 Is the property being sold with vacant possession?

☐ Yes

☐ No

If Yes, have all the occupiers aged 17 or over:

(a) agreed to leave prior to completion?

☐ Yes

☐ No

(b) agreed to sign the sale contract? If No, please supply other evidence that the property will be vacant on completion

☐ Yes

☐ No

☐ Enclosed

☐ To follow

12. Services

Note: If the seller does not have a certificate requested below this can be obtained from the relevant Competent Persons Scheme. Further information about Competent Persons Schemes can be found at: <https://www.gov.uk/guidance/competent-person-scheme-current-schemes-and-how-schemes-are-authorised>

Electricity

12.1 Has the whole or any part of the electrical installation been tested by a qualified and registered electrician?

☒ Yes

☐ No

If Yes, please state the year it was tested and provide a copy of the test certificate

Year

☒ Enclosed

☐ To follow

12.2 Has the property been rewired or had any electrical installation work carried out since 1 January 2005?

☒ Yes

☐ No

☐ Not known

If Yes, please supply one of the following:

(a) a copy of the signed BS7671 Electrical Safety Certificate

☒ Enclosed

☐ To follow

(b) the installer's Building Regulations Compliance Certificate

☒ Enclosed

☐ To follow

(c) the Building Control Completion Certificate

☐ Enclosed

☐ To follow

Central heating

12.3 Does the property have a central heating system?

☐ Yes	☒ No
------------------------------	--

If Yes:

(a) What type of system is it (e.g. mains gas, liquid gas, oil, electricity, etc.)?

NIGHT STORAGE RADIATORS

(b) When was the heating system installed? If on or after 1 April 2005 please supply a copy of the 'completion certificate' (e.g. CORGI or Gas Safe Register) or the 'exceptional circumstances' form.

Date
☒ Not known
☐ Enclosed ☐ To follow

(c) Is the heating system in good working order?

☒ Yes	☐ No
---	-----------------------------

(d) In what year was the heating system last serviced/maintained? Please supply a copy of the inspection report.

Year
☒ Not known
☐ Enclosed ☐ To follow
☐ Not available

Drainage and sewerage

Note: Further information about drainage and sewerage can be found at: www.gov.uk/government/organisations/environment-agency

12.4 Is the property connected to mains:

(a) foul water drainage?

☒ Yes	☐ No	☐ Not known
---	-----------------------------	------------------------------------

(b) surface water drainage?

☐ Yes	☐ No	☒ Not known
------------------------------	-----------------------------	---

If Yes to both questions in 12.4, please continue to section 13 'Connection to utilities and services' and do not answer 12.5–12.10 below.

12.5 Is sewerage for the property provided by:

(a) a septic tank?

☐ Yes	☒ No
------------------------------	--

If the property is in England and you answered Yes to question 12.5 and your septic tank discharges directly into surface water, you must do one of the following as soon as possible:

- connect to mains sewer
- install a drainage field (also known as an infiltration system) so the septic tank can discharge to ground instead
- replace your septic tank with a small sewage treatment plant

You must have plans in place to carry out this work within a reasonable timescale, typically 12 months.

12.5.1 When was the septic tank last replaced or upgraded?

Month
Year

(b) a sewage treatment plant?

☐ Yes	☐ No
------------------------------	-----------------------------

(c) cesspool?

☐ Yes	☐ No
------------------------------	-----------------------------

12.6 Is the use of the septic tank, sewage treatment plant or cesspool shared with other properties? If Yes, how many properties share the system?

☐ Yes	☐ No
Properties share	

12.7 When was the system last emptied?

Year

12.8 If the property is served by a sewage treatment plant, when was the treatment plant last serviced?

Year

12.9 When was the system installed?

Year

Note: Some systems installed after 1 January 1991 require Building Regulations approval, environmental permits or registration. Further information about permits and registration can be found at: www.gov.uk/government/organisations/environment-agency

12.10 Is any part of the septic tank, sewage treatment plant (including any soakaway or outfall) or cesspool, or the access to it, outside the boundary of the property? If Yes, please supply a plan showing the location of the system and how access is obtained.

☐ Yes	☐ No
☐ Enclosed	☐ To follow

Specific information about permits and general binding rules can be found at www.gov.uk/permits-you-need-for-septic-tanks

13. Connection to utilities and services

Please mark the Yes or No boxes to show which of the following utilities and services are connected to the property and give details of any providers.

Mains electricity

☒ Yes ☐ No

Provider's name

OVO ENERGY

Location of meter

Mains gas

☐ Yes ☒ No

Provider's name

Location of meter

Mains water

☒ Yes ☐ No

Provider's name

WELSH WATER

Location of stopcock

UNDER SINK ?

Location of meter, if any

UNKNOWN

Mains sewerage

☒ Yes ☐ No

Provider's name

WELSH WATER

Telephone

☒ Yes ☐ No

Provider's name

N / KNOWN

Cable

☐ Yes ☐ No

Provider's name

NOT KNOWN

14. Transaction information

14.1 Is this sale dependent on the seller completing the purchase of another property on the same day?

☐ Yes ☒ No

14.2 Does the seller have any special requirements about a moving date? If Yes, please give details:

☐ Yes ☒ No

14.3 Will the sale price be sufficient to repay all mortgages and charges secured on the property?

☐ Yes ☐ No
☒ No mortgage

14.4 Will the seller ensure that:

(a) all rubbish is removed from the property (including from the loft, garden, outbuildings, garages and sheds) and that the property will be left in a clean and tidy condition?

☒ Yes ☐ No

(b) if light fittings are removed, the fittings will be replaced with ceiling rose, flex, bulb holder and bulb?

☒ Yes ☐ No

(c) reasonable care will be taken when removing any other fittings or contents?

☒ Yes ☐ No

(d) keys to all windows and doors and details of alarm codes will be left at the property or with the estate agent?

☒ Yes ☐ No

Signed

Signed:

Dated:

Dated:

10/7/20

Each seller should sign this form.



**The Law
Society**

The Law Society is the representative body for solicitors in England and Wales.

Leasehold Information Form (4th edition) (2024)

Address of the property

Address line 1	FLAT 13 COGAN COURT
Address line 2	COGAN PILL ROAD
Address line 3	LLANDOUGH
Town / City	PENARTH
Postcode	CF64 2NF

Full names of the seller(s)

Please state full names of the seller(s) of the property.

Individual seller(s) complete (a). If the seller is a company, complete (b)

(a) Name of seller(s) if individual(s)

1 First name [Redacted] Middle name(s) [Redacted] Last name [Redacted]	2 First name [Redacted] Middle name(s) [Redacted] Last name [Redacted]
3 First name [Redacted] Middle name(s) [Redacted] Last name [Redacted]	4 First name [Redacted] Middle name(s) [Redacted] Last name [Redacted]

(b) Name of seller if a company

Company name	
Company number	
Director/authorised person	
Country of incorporation	

Seller's solicitor

Name of solicitor's firm	FRANCIS & BUCK
Address line 1	CELTIC HOUSE
Address line 2	20 CATHEDRAL ROAD
Address line 3	
Town / City	CARDIFF
Postcode	CF11 9FB
Contact name	
Email	
Reference number	

Definitions

'building' means the building containing the property.

'buyer' means all buyers together where the property is being bought by more than one person.

'headlease' means any lease of the Building held by the landlord (including a superior landlord)

'landlord' includes any person who has a right under the lease to enforce payment of a service charge.

'landlord's certificate' is in the form prescribed by regulations under the Building Safety Act 2022

'leaseholder' means a tenant under a lease of a dwelling in a building

'leaseholder deed of certificate' is in the form prescribed by regulations under the Building Safety Act 2022.

'neighbour' means those occupying flats in the building.

'property' means the leasehold property being sold.

'qualifying lease' has the meaning given in **section 119 of the Building Safety Act 2022**.

'remediation' means remediation of certain defects in buildings as provided for under sections 116 to 125 of, and Schedule 8 to, the Building Safety Act 2022. In particular, those provisions include protections from liability for leaseholders in specific circumstances.

'right to manage' means a collective right, given by the Commonhold and Leasehold Reform Act 2002, which leaseholders in a building containing flats have the right to exercise, allowing them to take over management of their building.

'seller' means all sellers together where the property is owned by more than one person.

Instructions to the seller

The seller should provide all relevant documentation relating to the lease when they return this completed form to their solicitor. This may include documents given to the seller when they purchased the property, or documents subsequently given to the seller by those managing the property.

The TA6 Property Information Form should be completed with the TA7 Leasehold Information Form.

Instructions to the seller and buyer

Please read the notes on the TA6 Property Information Form.

1. Ownership and management

1.1 Who owns the freehold?

(a) A person or company that is **not** controlled by the tenants

☐ Yes ☒ No

(b) A person or company that the tenants control

☒ Yes ☐ No

1.2 Is there a headlease?

☒ Yes ☐ No

If Yes, is the head leaseholder a person or company that is controlled by the tenants?

☒ Yes ☐ No

1.3 Who is responsible for managing the building?

(a) The freeholder

☐ Yes ☒ No

(b) The headleaseholder

☐ Yes ☐ No

(c) A management company named in the lease of the property

☒ Yes ☐ No

(d) A Right to Manage company set up by the tenants under statutory rights

☐ Yes ☒ No

(e) Other (please specify):

1.4 Has any tenants' management company been dissolved or struck off the register at Companies House?

☐ Yes ☒ No

1.5 Does the landlord, tenants' management company or Right to Manage company employ a managing agent to collect rent or manage the building?

☒ Yes ☐ No

2. Relevant documents

2.1 Please supply a copy of:

(a) the lease and any supplemental deeds

☐ Attached	☐ To follow
☐ Already supplied	☒ Not applicable

(b) any regulations made by the landlord or by the tenants' management company additional to those in the lease

☐ Attached	☒ To follow
☐ Not applicable	

2.2 Please supply a copy of any correspondence from the landlord, any management company and any managing agent.

☐ Attached	☐ To follow
-----------------------------------	------------------------------------

2.3 Please supply a copy of any invoices or demands and any statements and receipts for the payment of:

(a) maintenance or service charges for the last three years

☐ Attached	☒ To follow
☐ Not applicable	

(b) ground rent for the last three years

☐ Attached	☐ To follow
☒ Not applicable	

2.4 Please supply a copy of the buildings insurance policy:

(a) arranged by the seller and a receipt for payment of the last premium, or

☐ Attached	☐ To follow
-----------------------------------	------------------------------------

(b) arranged by the landlord or management company and the schedule for the current year

☐ Attached	☒ To follow
-----------------------------------	---

2.5 If a landlord is a company controlled by the tenants and/or if a tenants' management company or Right to Manage company is managing the building, please supply a copy of:

(a) the Memorandum and Articles of Association

☐ Attached	☒ To follow
-----------------------------------	---

(b) the share or membership certificate

☒ Attached	☐ To follow
--	------------------------------------

(c) the company accounts for the past three years

☐ Attached	☒ To follow
-----------------------------------	---

3. Contact details

3.1 Please supply contact details for the following, where appropriate:

(The landlord may be, for example, a private individual, a housing association, or a management company owned by the residents. A managing agent may be employed by the landlord or by the tenants' management company to collect the rent and/or manage the building.)

Landlord:

Name	
Address line 1	
Address line 2	
Address line 3	
Town / City	
Postcode	
Telephone	
Email	

Management or Right to Manage Company:

Name	THE COGN CO-OP MANAGEMENT CO LTD
Address line 1	
Address line 2	
Address line 3	1st MANAGEMENT
Town / City	Agent
Postcode	
Telephone	
Email	

Managing agent:

Name	WESTERN PERMANENT PROPERTY LTD
Address line 1	46 WHITCHURCH RD
Address line 2	
Address line 3	
Town / City	CARDIFF
Postcode	CF14 3LX
Telephone	02920 23 5151
Email	INFO@WPPMC.COM

4. Maintenance and service charges

4.1 Who is responsible for arranging the buildings insurance on the property?

☐ Seller
☒ Management company
☐ Landlord

4.2 In what year was the outside of the building last decorated?

Year
☒ Not known

4.3 In what year were any internal communal parts last decorated?

Year
☒ Not known

4.4 Does the seller contribute to the cost of maintaining the building?

☒ Yes ☐ No

If No to question 4.4, please continue to section 5 'Notices' and do not answer questions 4.5–4.10 below.

4.5 Does the seller know of any expense (e.g. the cost of redecoration of outside or communal areas not usually incurred annually) likely to be shown in the service charge accounts within the next three years?
If Yes, please give details:

☒ Yes ☐ No

See notes section 2 - June 08 to 12

4.6 Does the seller know of any problems in the last three years regarding the level of service charges or with the management? If Yes, please give details:

☐ Yes ☒ No

4.7 Has the seller challenged the service charge or any expense in the last three years? If Yes, please give details:

☐ Yes ☒ No

- ☒ Yes ☐ No

RAAG (General) - 1000000 / 1000000 = 1000000
SIN. - 1000000 / 1000000 = 1000000

- ☐ Yes ☒ No

- ☐ Yes ☒ No

1

Note: A notice may be in a printed form or in the form of a letter.

- ☐ Yes ☒ No
☐ Attached ☐ To follow
☐ Lost

- ☐ Yes ☒ No
☐ Attached ☐ To follow
☐ Lost

6. Consents

Note: A consent may be given in a formal document, a letter or orally.

- 6.1 Is the seller aware of any changes in the terms of the lease or of the landlord giving any consents under the lease?

☐ Yes	☒ No
☐ Attached	☐ To follow
☐ Lost	

If Yes, please supply a copy or, if not in writing, please give details:

--

7. Complaints

- 7.1 Has the seller received any complaint from the landlord, the management company or any neighbour about anything the seller has or has not done? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

--

- 7.2 Has the seller complained or had cause to complain to or about the landlord, the management company, or any neighbour? If Yes, please give details:

☐ Yes	☒ No
------------------------------	--

--

8. Alterations

- 8.1 Is the seller aware of any alterations having been made to the property since the lease was originally granted?

☐ Yes	☒ No
------------------------------	--

If No, please go to section 9 'Enfranchisement' and do not answer 8.2 and 8.3 below.

- 8.2 Please give details of these alterations:

- 8.3 Was the landlord's consent for the alterations obtained?
If Yes, please supply a copy.

☐ Yes	☐ No
☐ Not known	☐ Not required
☐ Attached	☐ To follow

9. Enfranchisement

- Note: enfranchisement is the right of a tenant to purchase the freehold from their landlord and the right of the tenant to extend the term of the lease.

- 9.1 Has the seller owned the property for at least two years?

☒ Yes	☐ No
---	-----------------------------

- 9.2 Has the seller served on the landlord a formal notice stating the seller's wish to buy the freehold or be granted an extended lease? If Yes, please supply a copy.

☐ Yes	☒ No
☐ Not known	☐ Not required
☐ Attached	☐ To follow

- 9.3 Is the seller aware of the service of any notice relating to the possible collective purchase of the freehold of the building or part of it by a group of tenants? If Yes, please supply a copy.

☐ Yes	☒ No
☐ Not known	☐ Not required
☐ Attached	☐ To follow

- 9.4 Is the seller aware of any response to a notice disclosed in replies to 9.2 and 9.3 above? If Yes, please supply a copy

☐ Yes	☒ No
☐ Not known	☐ Not required
☐ Attached	☐ To follow

10. Building safety, cladding and the leaseholder deed of certificate

Note: The Building Safety Act 2022 introduced leaseholder protections for qualifying leaseholders. Guidance about the protections for leaseholders is available at: <https://www.gov.uk/guidance/building-safety-leaseholder-protections-guidance-for-leaseholders>

Note: A deed of certificate confirms whether the leaseholder is eligible for the leaseholder protections. Guidance about the leaseholder deed of certificate is available at: <https://www.gov.uk/guidance/mandatory-information-required-from-leaseholders-and-building-owners> and frequently asked questions about the leaseholder deed of certificate is available at: <https://www.gov.uk/guidance/leaseholder-protections-deed-of-certificate-frequently-asked-questions>

10.1 Have any remediation works on the building been proposed or carried out?

☒ Yes	☐ No
☐ Not applicable	

If Yes, please provide details of the remediation works proposed and evidence of any carried out.

☐ Attached	☐ To follow
-----------------------------------	------------------------------------

10.2 Is the lease of the property a qualifying lease?

☐ Yes	☒ No
------------------------------	--

10.3 Is there a Leaseholder Deed of Certificate for the property?

☐ Yes	☒ No
☐ Not applicable	

If Yes:

(a) Did the seller (the current leaseholder) complete the deed of certificate or was it completed by a previous leaseholder?

☐ Current leaseholder
☐ Previous leaseholder

(b) Please supply a copy of the leaseholder deed of certificate and the accompanying evidence.

☐ Attached	☐ To follow
-----------------------------------	------------------------------------

10.4 Has the freeholder / landlord been notified of the intention to sell?

☒ Yes	☐ No
---	-----------------------------

10.5 Has the seller received a Landlord's Certificate and the accompanying evidence?

☐ Yes	☒ No
------------------------------	--

If Yes, please supply a copy of the Landlord's Certificate and the accompanying evidence.

☐ Attached	☐ To follow
-----------------------------------	------------------------------------

Signe



Dated:

10/7/26

Signed:

Dated:

Signed:

Dated:

Signed:

Dated:

Each seller should sign this form.

Law Society Fittings and Contents Form (3rd edition)

Address of the property

FLAT 13 COGAN COURT
COGAN PILL ROAD
LLANDOUGH
PENARTH

Postcode

Full names of the seller

Seller's solicitor

Name of solicitor's firm

FRANCIS & BUCK

Address

CELTIC HOUSE
20 CATHEDRAL ROAD
CARDIFF
CF11 9FB

Email

Reference number

About this form

The aim of this form is to make clear to the buyer which items are included in the sale. It must be completed accurately by the seller as the form may become part of the contract between the buyer and seller.

It is important that sellers and buyers check the information in this form carefully.

Definitions

- 'Seller' means all sellers together where the property is owned by more than one person.
- 'Buyer' means all buyers together where the property is being bought by more than one person.



Instructions to the seller and the buyer

In each row, the seller should tick the appropriate box to show whether:

- the item is included in the sale ('Included');
- the item is excluded from the sale ('Excluded');
- there is no such item at the property ('None').

Where an item is excluded from the sale the seller may offer it for sale by inserting a price in the appropriate box. The buyer can then decide whether to accept the seller's offer.

A seller who inserts a price in this form is responsible for negotiating the sale of that item directly with the buyer or through their estate agent. If the seller or buyer instructs their solicitor to negotiate the sale of such an item, there may be an additional charge.

Sellers and buyers should inform their solicitors of any arrangements made about items offered for sale.

If the seller removes any fixtures, fittings or contents, the seller should be reasonably careful to ensure that any damage caused is minimised.

Unless stated otherwise, the seller will be responsible for ensuring that all rubbish is removed from the property (including from the loft, garden, outbuildings, garages and sheds), and that the property is left in a reasonably clean and tidy condition.

1 Basic fittings

	Included	Excluded	None	Price	Comments
Boiler/immersion heater	☒	☐	☐		
Radiators/wall heaters	☒	☐	☐		
Night-storage heaters	☒	☐	☐		
Free-standing heaters	☐	☐	☒		
Gas fires (with surround)	☐	☐	☒		
Electric fires (with surround)	☐	☐	☒		
Light switches	☒	☐	☐		
Roof insulation	☒	☐	☐		
Window fittings	☒	☐	☐		
Window shutters/grilles	☐	☐	☒		
Internal door fittings	☒	☐	☐		
External door fittings	☒	☐	☐		
Doorbell/chime	☒	☐	☐		

1

	Included	Excluded	None	Price	Comments
Electric sockets	☒	☐	☐		
Burglar alarm	☐	☐	☒		
Other items (please specify)	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

Note: In this section please also indicate whether the item is fitted or freestanding.

	Fitted	Free-standing	Included	Excluded	None	Price	Comments
Hob	☐	☐	☒	☐	☐		
Extractor hood	☐	☐	☒	☐	☐		
Oven/grill	☐	☐	☒	☐	☐		
Cooker	☐	☐	☐	☐	☒		
Microwave	☐	☐	☐	☐	☒		
Refrigerator/fridge-freezer	☐	☐	☒	☐	☐		
Freezer	☐	☐	☒	☐	☐		
Dishwasher	☐	☐	☐	☐	☒		
Tumble-dryer	☐	☐	☐	☐	☒		
Washing machine / dryer	☐	☐	☒	☐	☐		
Other items (please specify)	☐	☐	☐	☐			
	☐	☐	☐	☐			
	☐	☐	☐	☐			
	☐	☐	☐	☐			
	☐	☐	☐	☐			

	Included	Excluded	None	Price	Comments
Bath	☒	☐	☐		
Shower fitting for bath	☒	☐	☐		
Shower curtain	☒	☐	☐		
Bathroom cabinet	☒	☐	☐		
Taps	☒	☐	☐		
Separate shower and fittings	☐	☐	☒		
Towel rail	☒	☐	☐		
Soap/toothbrush holders	☒	☐	☐		
Toilet roll holders	☒	☐	☐		
Bathroom mirror	☒	☐	☐		

	Included	Excluded	None	Price	Comments
Hall, stairs and landing	☒	☐	☐		
Living room	☒	☐	☐		
Dining room	☒	☐	☐		
Kitchen	☐	☐	☒		
Bedroom 1	☒	☐	☐		
Bedroom 2	☐	☐	☐		
Bedroom 3	☐	☐	☐		
Other rooms (please specify)					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

	Included	Excluded	None	Price	Comments
Curtain rails/poles/pelmets					
Hall, stairs and landing	☐	☐	☒		
Living room	☐	☐	☒		
Dining room	☐	☐	☒		
Kitchen	☐	☐	☒		
Bedroom 1	☐	☐	☒		
Bedroom 2	☐	☐	☐		
Bedroom 3	☐	☐	☐		
<i>Other rooms (please specify)</i>					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
Curtains/blinds					
Hall, stairs and landing	☐	☐	☒		
Living room	☐	☐	☒		
Dining room	☐	☐	☒		
Kitchen	☐	☐	☒		
Bedroom 1	☐	☐	☒		
Bedroom 2	☐	☐	☐		
Bedroom 3	☐	☐	☐		
<i>Other rooms (please specify)</i>					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

6

Note: If the seller removes a light fitting, it is assumed that the seller will replace the fitting with a ceiling rose, a flex, bulb holder and bulb and that they will be left in a safe condition.

	Included	Excluded	None	Price	Comments
Hall, stairs and landing	☒	☐	☐		
Living room	☒	☐	☐		
Dining room	☒	☐	☐		
Kitchen	☒	☐	☐		
Bedroom 1	☒	☐	☐		
Bedroom 2	☐	☐	☐		
Bedroom 3	☐	☐	☐		
Other rooms (please specify)	☐	☐	☐		
	☐	☐	☐		
	☐	☐	☐		
	☐	☐	☐		
	☐	☐	☐		

7

Note: Fitted units include, for example, fitted cupboards, fitted shelves, and fitted wardrobes.

	Included	Excluded	None	Price	Comments
Hall, stairs and landing	☐	☐	☒		
Living room	☐	☐	☒		
Dining room	☐	☐	☒		
Kitchen	☒	☐	☐		
Bedroom 1	☐	☐	☒		
Bedroom 2	☐	☐	☐		
Bedroom 3	☐	☐	☐		

7 Fitted units (continued)

	Included	Excluded	None	Price	Comments
<i>Other rooms (please specify)</i>					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

8 Outdoor area

	Included	Excluded	None	Price	Comments
Garden furniture	☐	☐	☒		
Garden ornaments	☐	☐	☒		ALL OWNED
Trees, plants, shrubs	☐	☐	☒		BY
Barbecue	☐	☐	☒		MANAGEMENT
Dustbins	☐	☐	☒		COMPANY
Garden shed	☐	☐	☒		
Greenhouse	☐	☐	☒		
Outdoor heater	☐	☐	☒		
Outside lights	☐	☐	☒		
Water butt	☐	☐	☒		
Clothes line	☐	☐	☒		
Rotary line	☐	☐	☒		
<i>Other items (please specify)</i>					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

9 Television and telephone

	Included	Excluded	None	Price	Comments
Telephone receivers	☐	☐	☒		
Television aerial	☐	☐	☒		
Radio aerial	☐	☐	☒		
Satellite dish	☐	☐	☒		

10 Stock of fuel

	Included	Excluded	None	Price	Comments
Oil	☐	☐	☒		
Wood	☐	☐	☒		
Liquefied Petroleum Gas (LPG)	☐	☐	☒		

11 Other items

	Included	Excluded	Price	Comments
	☐	☐		
	☐	☐		
	☐	☐		
	☐	☐		

Signed

Dated: 10/7/26

Signed

Dated:

Each seller should sign this form.

The Law Society is the representative body for solicitors in England and Wales.

STOCK TRANSFER FORM

Company No.

(Above this line for Registrars only)

Consideration money £ 1.00		Certificate lodged with the Registrar (For completion by the Registrar/Stock Exchange)	
Name of undertaking	COGAN COURT MANAGEMENT COMPANY LIMITED		
Description of Security	ORDINARY SHARE		
Number or amount of Shares, Stock or other security and, in figures column only, number and denomination of units, if any	Words ONE	Figures Units of	
Name(s) of registered holder(s) should be given in full: the address should be given where there is only one holder. If the transfer is not made by the registered holder(s) insert also the name(s) and capacity (e.g., Executor(s) of the person(s) making the transfer	In the name(s) of [REDACTED]		
I/We hereby transfer the above security out of the name(s) aforesaid to the person(s) named below Signature(s) of transferor(s) 1. _____ 2. _____ 3. _____ 4. _____		Stamp of selling Broker(s) or, for transactions which are not stock exchange transactions, of Agent(s), if any, acting for the transferor(s) Date _____	
Full name(s) and full postal address(es) (including County or, if applicable, Postal District number) of the person(s) to whom the security is transferred. Please state title, if any, or whether Mr., Mrs., Miss., or Ms. Please complete in type writing or in Block Capitals.			
I/We request that such entries be made in the register as are necessary to give effect to the transfer.			
Stamp of Buying Broker(s) (if any)		Stamp or name and address of person lodging this form (if other than the Buying Broker(s))	

**FORM OF CERTIFICATE REQUIRED WHERE TRANSFER IS EXEMPT FROM AD VALOREM
STAMP DUTY AS BELOW THRESHOLD.**

(1) I/ We certify that the transaction effected by this instrument does not form part of a larger transaction or series of transactions in respect of which the amount or value, or aggregate amount or value, of the consideration exceeds £1,000.

(1) I/ We confirm that (1) I/ We have been duly authorised by the transferor to sign this certificate and that the facts of the transaction are within (1) my/ our knowledge (2).

- (1) Delete as appropriate.
- (2) Delete second sentence if certificate is given by transferor or his solicitor.

Signature(s)	Description ("Transferor", "Solicitor", etc.)
-----	-----
-----	-----
-----	-----
-----	-----
Date	

- NOTES
- i If the above certificate has been completed, this transfer does not need to be submitted to the Stamp Office but should be sent directy to the Company or its Registrars.
 - ii If the above certificate is not completed, this transfer must be submitted to the Stamp Office and duly stamped.
-

LEASEHOLD PROPERTY ENQUIRIES

LPE1

Property:	Flat 13, Cogan Court, Cogan Pill Road, Penarth	Post Code: CF64 2NF
UPRN: (if known)		

These enquiries are asked on behalf of buyers. The Seller should only respond to these enquiries if they are the Landlord, the Management Company, the Managing Agent or the Residents' or Tenants' Association or are representing any of them.

TERM	DEFINITION
Ground Rent	The rent payable to the landlord by the lessee as required by the lease.
HMO	A House in Multiple Occupation as defined by section 257 of the Housing Act 2004.
Landlord	The person or company which has granted a lease over the Property to the owner of the Property.
Leaseholder Deed of Certificate	The Leaseholder's Certificate under the Building Safety (Leaseholder Protections) (Information etc.) (England) Regulations 2022 where the building is a relevant building (11 meters or more in height or at least 5 storeys and contains at least 2 dwellings) and is not leaseholder-owned, and the leaseholder protections apply under the Building Safety Act.
Landlord's certificate	The Landlord's Certificate under The Building Safety (Leaseholder Protections) (England) Regulations 2022 where the property is a relevant building (11 meters or more in height or at least 5 storeys) and the Regulations apply.
Lessees	The owners of properties in the Managed Area.
Managed Area	The properties including the building containing the Property, together with any land, managed by or on behalf of the Landlord under the terms of the lease. Managed Areas are sometimes also called common parts.
Management Company	A management company referred to in the lease, or a Right to Manage Company created under the Commonhold & Leasehold Reform Act 2002, to provide services and administer the terms of the lease either directly or through managing agents.
Managing Agent	A person or organisation which acts on behalf of the landlord, management company or Right to Manage Company [within their terms of reference, subject to any legal restrictions].
Property	The property known by the above address, including any land and outbuildings leased to the Seller.
Reserve Fund	A fund collected from the Lessees which allows the build-up of monies to pay for repairs and the replacement of major items (such as lifts) or to equalise cyclical expenditure (such as external decoration), avoiding excessive peaks in the Service Charge. Reference to Reserve Fund includes any sinking fund or replacement fund.
Residents'/Tenants' Association	A group of some or all of the Lessees with or without a formal constitution or corporate status, or a recognised residents association which is 'recognised' by law and with a formal constitution.

Right to Manage Company	A company owned by the Lessees, that manages the Managed Areas, within their terms of reference, subject to any limitations.
Service Charge	The amount payable by a lessee as a contribution to the costs of services, repairs, maintenance, insurance, improvements or costs of management etc. as set out in the lease. The amount payable may vary according to the costs incurred or to be incurred.
Section 20	Section 20 of the Landlord & Tenant Act 1985, which requires the Landlord or Managing Agents to consult with the Lessees about certain proposed works.

Please complete the information requested. It is important that the incoming lessee is fully aware of their obligations so the information given must be as accurate as possible. If there is insufficient space, continue on a separate sheet.

SECTION 1: CONTACT DETAILS		<i>Complete the details for the relevant parties or cross through if not applicable. If there are more parties involved, provide details on a separate sheet.</i>	
1.1	Landlord	1.2	Management Company
Name	Owned by the Management Company	Name	Cogan Court Management Co Ltd
Address		Address	c/o 46 Whitchurch Road Cardiff CF14 3LX
Telephone		Telephone	
Email		Email	
Please provide your bank details if you accept payments electronically and confirm the nature of payments e.g. Ground rent/Service Charges/ Administration fees/All		Please provide your bank details if you accept payments electronically and confirm the nature of payments e.g. Ground rent/Service Charges/ Administration fees/All	
Sort Code:		Sort Code:	
Account Name:		Account Name:	
Account Number:		Account Number:	
Reference to quote:		Reference to quote:	
Fee Type:		Fee Type:	
1.3	Managing Agent	1.4	Residents'/Tenants' Association
Name	Western Permanent Property Limited	Name	
Address	46 Whitchurch Road Cardiff CF14 3LX	Address	
Telephone	02920 235151	Telephone	
Email	legal@wppmc.com	Email	
Appointed by:	☒ Management Company ☐ Landlord ☐ Other		
Please provide your bank details if you accept payments electronically and confirm the nature of payments e.g. Ground rent/Service Charges/ Administration fees/All		Please provide your bank details if you accept payments electronically and confirm the nature of payments e.g. Ground rent/Service Charges/ Administration fees/All	
Sort Code:	30-98-94	Sort Code:	
Account Name:	Western Permanent Property Limited	Account Name:	
		Account Number:	
Reference to quote:	006-01-013	Reference to quote:	
Fee Type:	Sales Fee	Fee Type:	

1.5

Legal Representative of one of the above

Name	n/a		
Address			
Telephone			
Email			
Appointed by:	☐ Landlord	☐ Management Company	
	☐ Managing Agent	☐ Residents'/Tenants' Association	☐ Other

1.6

Who accepts service of the Notice of Assignment & Charge?

Tick the box beside each applicable party and state the total fee including VAT for notice of assignment and charge.

Tick "Notice via email" column to confirm whether you will accept notice via email

☐ Landlord	£ _____	☐
☐ Management Company	£ _____	☐
☒ Managing Agent	£ 150.00	☒
☐ Other	£ _____	☐

Notice
via email

If other, provide contact details for service:

Name

Address

Telephone

Email

Capacity (e.g. Landlord's lawyer)

1.7

Who collects the Ground Rent?

☐ Landlord	☐ Management Company	☐ Managing Agent	☒ N/A
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1.8

Who collects the Service Charges?

☐ Landlord	☐ Management Company	☒ Managing Agent	☐ N/A
-----------------------------------	---	--	------------------------------

1.9

Who collects the building insurance premiums?

☐ Landlord	☐ Management Company	☒ Managing Agent	☐ N/A
-----------------------------------	---	--	------------------------------

1.10

Who deals with the day to day maintenance of the building?

☐ Landlord	☐ Management Company	☒ Managing Agent	☐ the Lessees
-----------------------------------	---	--	--------------------------------------

1.10.1. If the Lessees, please provide the contact details of the Lessee in charge

- 1.11 Who deals with the day to day maintenance of the Managed Area?
☐ Landlord ☐ Management Company ☒ Managing Agent ☐ the Lessees ☐ N/A
- 1.12 Who organises and administers the buildings insurance?
☐ Landlord ☐ Management Company ☒ Managing Agent ☐ the Lessees ☐ N/A

SECTION 2: TRANSFER & REGISTRATION

- 2.1 Is a Deed of Covenant required? ☒ Yes ☐ No ☐ Not Known
- 2.1.1 If Yes, confirm the costs applicable to the Deed including VAT £ 150.00
- 2.1.2 Provide details of the person who deals with the Deed of Covenant
 Western Permanent Property Limited
- 2.2 Is a Licence to Assign required? ☐ Yes ☒ No
- 2.3 If Yes, specify requirements e.g. references, and any costs applicable to the Licence:
- 2.4 Are you aware of consent having been given to any alterations or additions to the Property? ☐ Yes ☒ No
- 2.4.1 If Yes, provide details and copies of any consent:
- 2.5 Is the incoming Lessee required to take a share in, or become a member of, the Management Company? ☒ Yes ☐ No ☐ N/A
- 2.5.1 If Yes, provide details of the procedure and fees:
NB Include details of the person who deals with the new certificate or share.
 The incoming Lessee will become a member of the Management Company on completion and a Share Certificate will be sent
- 2.6 What is the procedure and cost for obtaining a certificate in accordance with a restriction in the Proprietorship Register at the Land Registry, if applicable?
 We can provide a Certificate of Consent if required and our fee is £120.00 inclusive of VAT. Please provide the restricted wording.

SECTION 3: GROUND RENT

- 3.1 What is the annual Ground Rent payable for the Property? £ _____
- 3.2 Is the Ground Rent paid up to date? ☐ Yes ☐ No ☒ N/A ground rent not payable
- 3.2.1 If No, supply details of the arrears:
 The Freehold is owned by the Management Company so Ground Rent is not payable
- 3.3 What period is covered by the last demand? From: ____ / ____ / ____ To: ____ / ____ / ____

SECTION 4: SERVICE CHARGE

- 4.1 How many properties contribute toward the maintenance of the Managed Area? 28
- 4.1.1 What is the current annual Service Charge for the Property? £ 2096.43
- 4.1.2 If the Service Charge has been collected on an 'ad hoc' basis, what have been the expenses over the last 3 years?
- 4.2 Is the Service Charge paid up to date for the Property? ☐ Yes ☒ No
- 4.2.1 If No, supply details of the arrears: Paying by monthly installments £349.42 o/s
- 4.3 Is any excess payment anticipated for the Property at the end of the financial year? ☐ Yes ☐ No
- 4.3.1 If Yes, provide details: We cannot answer this question however it may be prudent to arrange for funds to be retained to cover the possibility of a deficit
- 4.4 What period is covered by the last demand? From: 01 / 10 / 2025 To: 31 / 03 / 2026
- 4.5 In the last 12 months, has any inability to collect payments, from any party, affected (or is it likely to affect), the maintenance of the Managed Area? ☐ Yes ☒ No
- 4.5.1 If Yes, provide details:
- 4.6 Does a Reserve Fund apply to the Managed Area? ☒ Yes ☐ No
- 4.6.1 If Yes, confirm the amount collected from Lessees of the Property, currently held in the Reserve Fund: £ Accts attached
- 4.6.2 Is the amount expected to be sufficient to cover the known Section 20 expenditure? ☐ Yes ☐ No
- 4.6.3 If No, supply details: There is Section 20 works ongoing which have been funded by the Leaseholders
- 4.7 Confirm the date when the Managed Areas were last decorated, internally and externally. Internally Date: __ / __ / 2020 To: __ / __ / 2021
Externally Date: __ / __ / 2020 To: __ / __ / 2021
- 4.8 Within the next 2 years, are any Section 20 works proposed to the Property? ☐ completed but unpaid
☒ due
☐ anticipated
☐ N/A
- 4.8.1 If so, provide details of the works and the contribution anticipated from the Lessee: There is a current Section 20 for Urgent Building Repairs at the moment which has been funded by the Leaseholders
- 4.9 Is any increase in the Service Charge over 10% or £100, whichever is the greater, anticipated in the next 2 years? ☐ Yes ☐ No

4.9.1 If Yes, provide details:

We are not aware of any increase however the possibility cannot be ruled out

4.10 Are there any outstanding Service Charge consultation procedures?

☒ Yes ☐ No

4.10.1 If Yes, provide details:

Major building works

4.11 Are the Managed Areas known to be affected by Japanese knotweed?

☐ Yes ☒ No

4.11.1 If Yes, provide details and a copy of any Japanese knotweed management plan in place.

4.12 Are there any:
-transfer fees,
-deferred service charges or
-similar fees
expressed as a percentage of the Property's value payable on an event such as resale or subletting?

☐ Yes ☐ No

4.12.1 If Yes, provide details:

The transfer fee is £150.00 inc VAT and not a percentage of the sale

4.13 Do all properties in the Managed Area contribute to the Service Charge?

☒ Yes ☐ No

4.13.1 If No, provide details as to why not

4.14 Has a Leaseholder Deed of Certificate been served on the Landlord in relation to the property or remedial works required to the property?

☐ Yes ☐ No Certificate Served
☒ Not applicable

4.15 Has a Landlord's Certificate been served?

☐ Yes ☐ No Certificate Served
☒ Not applicable

SECTION 5: BUILDINGS INSURANCE

5.1 Are the buildings insurance premium contributions paid up to date for the Managed Areas including the Property?

☒ Yes ☐ No

5.1.1 If No, provide details of the arrears:

The building insurance is collected within the Service Charge

5.2 What period is covered by the last demand?

From: 01 / 10 / 2025 To: 31 / 03 / 2025

5.3 Has the premium been paid in full?

☒ Yes ☐ No

5.3.1 If No, provide details:

5.4 Have any claims been made against the policy during the last 3 years?

☐ Yes ☒ No ☐ Not Known

5.4.1 If Yes, provide details:

- 5.5 Are any claims anticipated? ☐ Yes ☐ No
- 5.5.1 If Yes, provide details:

Not that we are aware of
- 5.6 Are the Managed Areas covered by the policy? ☒ Yes ☐ No
- 5.6.1 (i) Has a fire risk assessment been completed? ☒ Yes ☐ No ☐ No common parts
- (ii) Has an external wall fire risk assessment been completed? ☐ Yes ☒ No
- 5.6.2 (i) If Yes to either, have urgent or essential works been recommended? ☒ Yes ☐ No ☐ N/A
- (ii) Have these been carried out? ☐ Yes ☒ No ☐ N/A
- (iii) Is there any outstanding enforcement action against the landlord or accountable person (such as outstanding enforcement notices)? ☐ Yes ☒ No ☐ N/A
- If Yes, by what date is this remedial action required? ___ / ___ / ___ ☒ N/A
- 5.7 Are you aware of any reason why comprehensive insurance will not be available on standard terms in future? ☐ Yes ☒ No
- 5.7.1 If Yes, provide details:
- 5.8 Are you aware of any non-compliance with the insurance conditions that would render the policy void? ☐ Yes ☒ No
- 5.8.1 If Yes, provide details:
- 5.9 Please confirm the date of the last buildings reinstatement cost assessment. ___ / 01 / 2021
- 5.10 Is the insurance premium included in the service charge budget? ☒ Yes ☐ No
- 5.10.1 If No, confirm the annual amount payable for the Property: £ _____

SECTION 6: DISPUTES & ENFRANCHISEMENT

- 6.1 Are there any on-going forfeiture proceedings in relation to the Property? ☐ Yes ☒ No
- 6.2 Are there any documented unresolved disputes with the Lessees of any of the properties in the Managed Area? ☐ Yes ☒ No
- 6.2.1 If Yes, to the extent permitted by the UK General Data Protection Regulations, please supply details:

Not that we are aware of

- 6.3 Have any steps been taken by anyone to enfranchise, exercise the right to manage, form a right to enfranchise or management company, extend the term of the lease of the Property or anything similar? ☒ Yes ☐ No ☐ Not Known
- 6.3.1 If Yes, provide details and copies of relevant documentation:

There is a Management Company - please refer to 1.2
- 6.4 Are you aware of any breach of the terms of the lease of this Property? ☐ Yes ☒ No
- 6.4.1 If Yes, provide details:

SECTION 7: GENERAL

- 7.1 How many other properties are there in the Managed Area? 27 (28 in total)
- 7.2 Are they all leased on leases with similar terms? ☐ Yes ☐ No ☐ Not Known
- 7.2.1 If No, provide details:

To the best of our knowledge
- 7.3 Is the building in which the Property is situated known to be an HMO? ☐ Yes ☒ No ☐ Not Known
- 7.3.1 If Yes, confirm that regulations applicable to section 257 Housing Act 2004 HMOs have been complied with:
- 7.4 Are there any parking regulations or restrictions in addition to any set out in the lease? ☐ Yes ☒ No
- 7.4.1 If Yes, provide details:
- 7.5 If there is a restriction in the lease on keeping pets, please outline the requirements: ☐ N/A ☒ Restrictions apply. *Provide details*
- Please see attached

SECTION 8: REQUIRED DOCUMENTS

Please provide the following applicable documents:-

- 8.1 The last 3 years published Service Charge accounts: ☒ Enclosed ☐ To follow ☐ N/A
- 8.2 Buildings insurance policy and schedule: ☒ Enclosed ☐ To follow ☐ N/A
- 8.3 Buildings insurance policy and schedule for the Managed Areas: ☒ Enclosed ☐ To follow ☐ N/A
- 8.4 Service charge estimate for the current year and details of the anticipated payments on account for the Property: ☒ Enclosed ☐ To follow ☐ N/A
- 8.5 Service charge estimate for the previous year for which accounts have not yet been prepared for the Property: ☐ Enclosed ☐ To follow ☒ N/A

8.6	Copies of any notices served on the Lessees under Section 20 in respect of any proposed works or any works which have not yet been paid for:	☐ Enclosed	☐ To follow	☒ N/A
8.7	Documentation relating to any forfeiture proceedings applicable to the Property:	☐ Enclosed	☐ To follow	☒ N/A
8.8	Any additional regulations or rules affecting the Property which are not contained in the lease:	☒ Enclosed	☐ To follow	☐ N/A
8.9	Any Deeds of Variation or other document varying the terms of the lease of this Property:	☐ Enclosed	☐ To follow	
		☐ Landlord's lawyer provides		
		☐ Please supply draft		☒ N/A
8.10	Any required Deed of Covenant:	☒ Enclosed	☐ To follow	
		☐ Landlord's lawyer provides		
		☐ Please supply draft		☐ N/A
8.11	Any Certificate of Compliance:	☐ Enclosed	☐ To follow	
			Fee £ <u>120.00</u>	
		☐ Landlord's lawyer provides		
		☐ Please supply draft		☐ N/A
8.12	Any required Licence to Assign:	☐ Enclosed	☐ To follow	
		☐ Landlord's lawyer provides		
		☐ Please supply draft		☒ N/A
8.13	Copy of any permission to alter the Property which has been issued:	☐ Enclosed	☐ To follow	☒ N/A
8.14	Copy of any known notices served on the Lessee and documentation arising from them:	☒ Enclosed	☐ To follow	☐ N/A
8.15	Asbestos Survey for parts of the Managed Area built or converted before 2001:	☒ Enclosed	☐ To follow	☐ N/A
8.16	Fire Risk Assessment for the Managed Area:	☒ Enclosed	☐ To follow	☐ N/A
8.17	Memorandum and Articles of Association of the Management Company:	☒ Enclosed	☐ To follow	☐ N/A
8.18	Minutes from the last AGM for the Management Company:	☐ Enclosed	☐ To follow	☒ N/A
8.19	Leaseholder Deed of Certificate	☐ Enclosed	☐ To follow	☒ N/A
8.20	Landlord's Certificate	☐ Enclosed	☐ To follow	☒ N/A
8.21	Known enforcement notices served on the landlord or accountable person (where the building is residential and is at least 18 meters or 7 storeys)	☐ Enclosed	☐ To follow	☒ N/A

By signing the form you are confirming that you are the person authorised to provide the information which you have completed in it on behalf of those parties which you have selected from the list, and that a buyer may rely on the information which you have supplied without applying to any other party except where you have left a section blank because you do not have the authority to provide the information.

Signed	Dated 26th January 2026
Company: Western Permanent Property Limited	<i>Please tick as applicable below, to confirm the capacity in which the answers are given.</i> ☒ Managing Agent ☐ Landlord ☐ Management Company ☐ Residents' Association

Note

Additional enquiries. Raise only those specific additional enquiries required to clarify issues arising out of the documents submitted or which are relevant to the management of the Property or which the buyer has expressly requested. Resist raising any general additional enquiries that can be established by the buyer's own enquiries, survey or personal inspection.

Disclaimer

Whilst care has been taken in the preparation of this form, no legal liability is accepted by the organisations which created the form. This disclaimer does not affect the legal responsibilities of the person, or organisation, completing this form to answer to the best of their knowledge and ability. If you have any queries you should discuss these with your conveyancer or solicitor.



COGAN COURT MANAGEMENT COMPANY LIMITED

RULES & REGULATIONS

The Requirement

The following Rules and Regulations appertaining to the Lessees of Cogan Court are for the sole purpose of enhancing good neighbourliness, peaceful enjoyment of the facilities and complying with the conditions of your Lease.

The Freeholder

The Ground Landlord of the property is **Cogan Court Management Company Limited**; each Lessee is a Shareholder and is circulated with Annual Accounts and notified of the Annual General Meeting where they can exercise their voting rights.

The Agent

The Managing Agent appointed by Cogan Court Management Company Limited is **Western Permanent Property Limited**, who are available should you have any queries.

Service Charge

The Service Charge is inclusive of Ground Rent, Building Insurance, and Maintenance of the Reserved Areas. The level of the Service Charge is reviewed annually by the Board and confirmed at the Annual General Meeting.

Alterations

All alterations to the property internally or externally must be approved with the exception of internal fittings.

Reserved Areas

The reserved areas i.e. gardens, hallways, staircase, roof space, landings, car park and pavement areas etc. are all in the ownership of the Ground Landlord for the mutual benefit of the Lessees.

The external face of the building, including communal windows, together with the roof covering are reserved and maintained by the Ground Landlord.

Windows of the individual flats are maintained by the lessee. Services of all types are reserved up until the individual consumer unit, or in the case of water supply, the entry stop valve.

No cycle, perambulator, toy, box, parcel, bottle or other thing, nor any refuse or rubbish shall be placed or left or caused to be placed or left on the Reserved Property, nor shall any refuse or rubbish or anything whatsoever be thrown or allowed to be thrown out of any window of the Premises onto the Reserved Property.

Permission should be sought if in doubt or if the lessee wishes to utilise the area for furniture etc.

Permission must be obtained from the management company for the installation or placing of any garden furniture or ornaments, garden pots, hanging baskets flower boxes or additional planting. The company reserves the right to contain such items to specific areas so as not to impede the

maintenance of the Reserved Area. The above specifically includes the staircase landing areas.

Limited quantities of ornamental plants are permitted at the discretion of the management company.

Disposal of Refuse

Refuse must only be placed in the bins and not stored anywhere else on the site. Large items of household goods which are not required, will not be collected in the Refuse Collection, however, the Cleansing Department will arrange to collect such items, provided the Lessee makes direct arrangements with the Local Authority Cleansing Department. Failure to make collection arrangements will result in a Management charge being levied against the Lessee.

Television Aerials/Satellite Receivers/Cable Television

Lessees must use the existing system aerial posts. Individual aerials fixed to the building are not acceptable.

Satellite Receivers must not be attached to the external face of the building or positioned in any of the Reserved Areas.

Cable Television Service is available to all Lessees; please make arrangements directly with CableTel / NTL/Virgin

Animals and Pets

The Lessee shall not breed, keep or otherwise possess cats, dogs or other pets likely to cause a nuisance or annoyance to the Company and the owners or occupiers of the other flats without the written permission of the Company. Permission should be sought if in doubt or if the lessee wishes to have a pet on site.

No bird feeders or other items are to be hung from windows or balconies. Transient use of flags & Christmas decorations may be acceptable upon Directors discretion.

Car Parking

The car park is of limited size and orderly parking is required by the Company.

The Company requires Lessees to make use of their garages in order to ease the parking difficulties. Please ensure that visitors do not obstruct other Lessees.

The parking areas are not to be used for repairing vehicles, storage of vehicles or parking of Commercial Vehicles.

Visitors are not permitted to utilise the private car park.

Airing of Articles & Storage of Items

Clothes drying must be carried out within the flat area. Articles must not be aired or dried or exhibited by hanging such items from the windows or balconies of the premises. Articles must not be left out overnight.

Business/Trade

Business may not be conducted from or on the premises.

Garages & Sheds

The Garage Doors are the individual Lessee's responsibility. Garage and Shed Doors must be kept closed unless in use.

Building Insurance

The Company maintains the block Building Insurance covering damage to the fabric and water spillage from fixed apparatus. Please contact the Managing Agent if you are in doubt.

Contents Insurance is the individual Lessee's responsibility.

In the event of a Lessee letting the property, the Building Insurance has an endorsement prohibiting letting to D.S.S. tenants.

Noise Transference

Noise is easily transferred from one flat to another. Please be aware of your neighbours when operating washing / drying machines, television and sound equipment, particularly through the hours of 11.00 pm to 8.00 am.

Window Cleaning Internal & External Hallway Windows Only

Window Cleaning is carried out approximately every six weeks.

If you have any queries, please do not hesitate to contact the Managing Agent - 02920 235151

info@wppmc.com

Cogan Court Management Company Limited

Registered Office:

46 Whitchurch Road

Cardiff CF14 3LX

Company Number: 01556989 (England & Wales)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2026

FOR
COGAN COURT MANAGEMENT COMPANY LIMITED

COGAN COURT MANAGEMENT COMPANY LIMITED
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FOR THE YEAR ENDED 31ST MARCH 2026

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COGAN COURT MANAGEMENT COMPANY LIMITED

COMPANY INFORMATION

FOR THE YEAR ENDED 31ST MARCH 2026

Directors: Mr N Gregory
K Carnell
M Williams
N Roan (resigned 09.06.2025)

Secretary: Neil Gregory

Registered office: Western Permanent Property Management Company
46 Whitchurch Road
Cardiff
CF14 3LX

Company number: 01556989 (England & Wales)

Bank Account: Lloyds Bank
Roath Park Cardiff (309207) Branch
Lloyds Bank plc
PO Box 1000
BX1 1LT
Current Account – Non-interest bearing
Reserve Account – Interest bearing

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST MARCH 2026

The directors present their report and accounts for the year ended 31st March 2026.

Principal Activity

The company has not traded during the year or subsequent to the year end. The principal activity of the company was the management of a property known as Cogan Ct, Cardiff and administering service charges as agents of the statutory trust for the residents. The company has no income or expenditure in its own right, all transactions in the year being related to the maintenance of the common parts in accordance with the lease. Service charges collected are held on trust for the purpose of meeting the relevant costs in relation to the property in accordance with the provisions of section 42 of the Landlord and Tenant Act 1987.

Directors:

The following persons served as directors during the year:

Mr N Gregory

K Carnell

M Williams

N Roan (resigned 09.06.2025)

Statement of Director's responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company for that period. In preparing these accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the company will continue in business.

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2026

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in Accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

And signed on its behalf by:

Signed by:

96934AAE4141491

DIRECTOR

Approved by the board on: 6/18/2026

COGAN COURT MANAGEMENT COMPANY LIMITED

BALANCE SHEET

FOR THE YEAR ENDED 31ST MARCH 2026

NOTE

		2026	2025
		£	£
CURRENT ASSETS			
Cash at Bank and in hand		28	28
		-	-
CAPITAL AND RESERVES			
Called up share capital	4	28	28
Shareholders' funds		28	28

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

Members have not required the company to obtain an audit in accordance with section 477 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to the accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to the companies subject to the small companies' regime.

Director

Signed by:

 96934AAE4141491

Approved by the board on: 6/18/2026

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COGAN COURT MANAGEMENT COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2026

1. Accounting policies

Accounting convention

These accounts have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime.

2. Taxation

No liability to UK corporation tax arose on ordinary activities for the year ended 31st March 2026 nor for the previous year ended 31st March 2025.

3. Income and Expenditure

The company has no income or expenditure in its own right. All transactions in the year relate to maintenance of the common parts in accordance with the lease. Income and expenditure arising from these transactions is shown in separate service charge accounts for the property that do not form part of the annual accounts of the company and are not filed at Companies house. All service charge monies received from the residents of the property are held on trust for the residents.

4.	Share Capital	2026	2025
	Issued		
	28 ordinary shares at £1 each	28	28
	Allotted and fully paid		

5. Ultimate Controlling party

There is no ultimate controlling party.

6. Ultimate Controlling party

The company contracts with third parties in its own name for the supply of services to the property for maintenance of the common parts in accordance with the terms of the lease. At 31st March 2026 the company had not entered into any non-cancellable contractual commitments.

**The pages that follow do not form part of
the statutory financial statements**

Cogan Court
Year End: 31.03.26
Income & Expenditure Summary

	2026	2025
Service Charges Receivable	58,700.00	49,641.00
Section 20 Charges Receivable	<u>156,568.00</u>	<u>-</u>
	215,268.00	49,641.00
Total Property Expenditure	200,716.00	50,312.00
Operating Surplus/(Deficit) on Ordinary Activities Before Taxation	14,552.00	-671.00
Tax on Surplus/(Deficit) on ordinary activities	.	.
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u>14,552.00</u>	<u>-671.00</u>

Cogan Court
Year End: 31.03.26
Balance Sheet

	2026	2025
CURRENT ASSETS		
Debtors	19,962.00	1,026.00
Prepayments	5,132.00	6,288.00
Cash @ Bank	<u>129,624.00</u>	<u>5,012.00</u>
	154,718.00	12,326.00
CREDITORS		
Amount Falling Due Within 1 Year	118,974.00	2,071.00
Accruals	<u>1,095.00</u>	<u>574.00</u>
	120,069.00	2,645.00
 Net Current Assets/Liabilities	 34,649.00	 9,681.00
 TOTAL ASSETS LESS CURRENT LIABILITIES	 <u>34,649.00</u>	 <u>9,681.00</u>
 <u>CAPITAL & RESERVES</u>		
Called up Share Capital	28.00	28.00
Reserves B/F	9,653.00	5,324.00
Reserve Interest Received	416.00	-
LTM Savings	10,000.00	5,000.00
Year End Surplus/(Deficit)	14,552.00	671.00
 <u>Reserves C/F</u>	 <u>34,649.00</u>	 <u>9,681.00</u>

Cogan Court
Year End: 31.03.26
Debtors & Prepayments

	2026	2025
<u>Service Charge Debtors</u>		
Debtors	19,962.00	1,026.00
Service Charge Debtors	<u>19,962.00</u>	<u>1,026.00</u>
<u>Prepayments</u>		
Fire Alarm Testing/Maintenance	11.00	568.00
Insurances	5,071.00	5,670.00
Professional Fees	50.00	50.00
	<u>5,132.00</u>	<u>6,288.00</u>

Cogan Court
 Year End: 31.03.26
 Creditors

	2026	2025
<u>Creditors</u>		
Service Charges	3,374.00	428.00
Bank Charges	9.00	-
Communal Electricity	-	139.00
Garden/Grounds Maintenance	316.00	-
General Maintenance	-	1,414.00
Fire Alarm Testing/Maintenance	80.00	80.00
Postage & Stationery	-	10.00
Section 20 Works	115,195.00	-
	<u>118,974.00</u>	<u>2,071.00</u>

<u>Accruals</u>		
Accountancy	500.00	500.00
Bank Charges	6.00	6.00
Communal Cleaning	100.00	-
Electricity	489.00	68.00
Total Accruals	<u>1,095.00</u>	<u>574.00</u>

Cogan Court
 Year End: 31.03.26
 Reserves

	2026	2025
Reserves		
As at 1st April	9,653.00	5,324.00
Called up Share Capital	<u>28.00</u>	<u>28.00</u>
	9,681.00	5,352.00
Add: LTM Savings	10,000.00	5,000.00
Surplus for the Year	14,552.00	-
Reserve Fund Interest Received	416.00	-
Less: Deficit for the Year	-	-671.00
C/F	34,649.00	9,681.00
Reserve Account C/F	<u><u>34,649.00</u></u>	<u><u>9,681.00</u></u>

Cogan Court
Year End: 31.03.26
Income & Expenditure

	2026	2025
Service Charges Receivable	58,700.00	49,641.00
Section 20 Charges Receivable	<u>156,568.00</u>	<u>-</u>
	215,268.00	49,641.00
Expenditure		
Accountancy	500.00	500.00
Cleaning Bin Areas	120.00	-
Cleaning Common Areas	2,600.00	2,600.00
Communal Electricity	1,416.00	1,269.00
Communal Window Cleaning	620.00	620.00
Companies House - Annual Return	34.00	34.00
Door Entry System	420.00	192.00
Electrical Testing/Maintenance	300.00	313.00
Fire Alarm Testing/Maintenance	3,878.00	1,112.00
Garage/Shed Structure/Maintenance	-	655.00
General Maintenance and Repairs	2,496.00	16,439.00
Garden/Grounds Maintenance	3,186.00	2,254.00
Health & Safety	1,684.00	943.00
Insurances	6,857.00	6,720.00
Management Fees	8,729.00	8,313.00
Pest Control	-	2,765.00
Postage & Stationary	327.00	97.00
Professional Fees	875.00	309.00
Reserve Fund Contribution	10,000.00	5,000.00
Section 20 Works	<u>156,568.00</u>	<u>-</u>
	200,610.00	50,135.00
Finance Charges - Bank Charges	<u>106.00</u>	<u>177.00</u>
	106.00	177.00
Total expenditure	200,716.00	50,312.00
Net Surplus/(Deficit)	14,552.00	-671.00
Balance c/f	<u>14,552.00</u>	<u>-671.00</u>
Surplus/Deficit to/from Reserves	-14,552.00	671.00
Service Charge Balance C/F	<u>0.00</u>	<u>0.00</u>

WESTERN PERMANENT PROPERTY LTD

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Registered in England & Wales. Company Number: 07582929

Notices to the Landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 March 2026
Property: Cogan Court, Flat 13
Ref: 006-01-013
Invoice Number: 131642

Invoice

From	To	Description	Due
1 Apr 2026	30 Sep 2026	Half Yearly Service Charge in Advance	1076.59

Invoice Total: **£1076.59**

If you pay the correct amount by monthly standing order, this invoice is for your information only.
Alternatively, please refer to the balance on your statement of account, if received, for making payment in full.

Interest may be charged on late payment as provided under the terms of your lease.

X-----

Remittance Advice

Please return this remittance advice with full payment for £ 1076.59 to:
Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX

Please make cheques payable to:

To pay by Bank Transfer use sort code
006-01-013

Quote reference:



Western Permanent Property is a Corporate Member of TPI
(The Property Institute) www.tpi.org.uk



Taliadau Gwasanaeth — Crynodeb o hawliau a rhwymedigaethau tenantiaid / Service Charges —
Summary of tenants' rights and obligations

(1) Rhaid yn ôl y gyfraith i'r crynodeb hwn, sy'n gosod yn gryno eich hawliau a'ch rhwymedigaethau mewn cysylltiad â thaliadau sy'n amrywio am wasanaeth, fynd gyda galwad am daliadau gwasanaeth. Oni fydd crynodeb yn cael ei anfon atoch gyda'r alwad i dalu, gellwch ddal y taliad gwasanaeth yn ôl. Nid yw'r crynodeb yn rhoi dehongliad llawn o'r gyfraith ac os ydych mewn unrhyw amheuaeth ynglyn â'ch hawliau a'ch rhwymedigaethau dylech geisio cyngor annibynnol.

(2) Mae'ch les yn gosod eich rhwymedigaethau i dalu taliadau gwasanaeth i'ch landlord yn ychwanegol at eich rhent. Taliadau gwasanaeth yw symiau sy'n daladwy am wasanaethau, atgyweiriadau, cynnal a chadw, gwelliannau, yswiriant neu gostau'r landlord o ran rheolaeth, i'r graddau y mae'r costau hynny wedi'u dwyn yn rhesymol.

(3) Mae gennych hawl i ofyn i driwlynlys prisio lesddaliadau benderfynu a ydych yn atebol i dalu taliadau gwasanaeth am wasanaethau, atgyweiriadau, cynnal a chadw, gwelliannau, yswiriant neu gostau'r landlord o ran rheolaeth. Gellwch ofyn naill ai cyn neu ar ôl i chi dalu'r tâl gwasanaeth. Os yw'r triwlynlys yn penderfynu fod y tâl gwasanaeth yn daladwy fe all y bydd y triwlynlys hefyd yn penderfynu—

(a) pwy ddylai dalu'r tâl gwasanaeth ac i bwy y dylid ei dalu;

(b) y swm;

(c) y dyddiad y daw'n daladwy; ac

(ch) sut y dylid ei dalu.

(4) Nid oes gennych yr hawliau ym mharagraff (3) fodd bynnag—

(a) pan fyddwch wedi cytuno ar fater neu wedi cyfaddef iddo;

(b) pan fydd mater wedi cael ei gyfeirio i gymrodedd, neu y bydd yn cael ei gyfeirio felly, neu pan fydd wedi cael ei benderfynu drwy gymrodedd a chwithau wedi cytuno i fynd i gymrodedd ar ôl i'r anghytundeb ynglyn â'r tâl gweinyddol godi; neu

(c) pan fydd llys wedi penderfynu ar fater.

(1) This summary, which briefly sets out your rights and obligations in relation to variable service charges, must by law accompany a demand for service charges. Unless a summary is sent to you with a demand, you may withhold the service charge. The summary does not give a full interpretation of the law and if you are in any doubt about your rights and obligations you should seek independent advice.

(2) Your lease sets out your obligations to pay service charges to your landlord in addition to your rent. Service charges are amounts payable for services, repairs, maintenance, improvements, insurance or the landlord's costs of management, to the extent that the costs have been reasonably incurred.

(3) You have the right to ask a leasehold valuation tribunal to determine whether you are liable to pay service charges for services, repairs, maintenance, improvements, insurance or management. You may make a request before or after you have paid the service charge. If the tribunal determines that the service charge is payable, the tribunal may also determine —

(a) who should pay the service charge and to whom it should be paid to;

(b) the amount;

(c) the date it should be paid by; and

(d) how it should be paid.

(4) However, you do not have the rights in paragraph (3) where —

(a) a matter has been agreed or admitted by you;

(b) a matter has already been, or is to be, referred to arbitration or has been determined by arbitration and you agreed to go to arbitration after the disagreement about the service charge or costs arose; or

(c) a matter has been decided by a court.

(5) If your lease allows your landlord to recover costs incurred or that may be incurred in legal proceedings as service charges, you may ask the court or tribunal, before which those proceedings were

(5) Os yw'ch les yn gadael i'ch landlord adennill costau a dducpwyd mewn achos cyfreithiol neu y dichon y bydd yn eu dwyn felly fel taliadau gwasanaeth, gellwch ofyn i'r llys neu'r tribiwnlys y dducpwyd yr achos hwnnw ger ei fron i ddatgan na chaiff eich landlord wneud hynny.

(6) Pan fyddwch yn ceisio penderfyniad gan dribiwnlys prisio lesddaliadau bydd rhaid i chi dalu ffi ar gyfer gwneud cais, ac os bydd y mater yn mynd ymlaen am wrandawriad, ffi gwrandawriad, oni fyddwch yn gymwys i gael hepgor neu ostwng y ffi. Ni fydd cyfanswm y ffioedd taladwy i'r tribiwnlys yn fwy na £500, ond gall costau ychwanegol, megis ffioedd proffesiynol, ddeillio o wneud cais, a dichon mai chi fydd raid eu talu.

(7) Mae gan dribiwnlys prisio lesddaliadau y pŵer i ddyfarnu costau, heb fod yn uwch na £500, yn erbyn parti mewn unrhyw achos—

(a) pan fydd yn gwrthod mater oherwydd ei fod yn wacsaw, yn flinderus neu'n gamddefnydd o'r broses gyfreithiol; neu

(b) pan fydd o'r farn fod parti wedi gweithredu'n wacsaw, yn flinderus, yn ddifriol, yn stwrlyd neu'n afresymol.

· Mae gan y Tribiwnlys Tiroedd bwerau cyffelyb pan fydd yn clywed apêl yn erbyn penderfyniad gan dribiwnlys prisio lesddaliadau.

(8) Os yw'ch landlord—

(a) yn bwriadu gwneud gwaith ar adeilad neu unrhyw fangre arall a fydd yn costio mwy na £250 i chi neu i unrhyw denant arall; neu

(b) yn bwriadu gwneud cytundeb am waith neu wasanaeth a fydd yn para yn hwy na 12 mis ac a fydd yn costio mwy na £100 mewn unrhyw gyfnod cyfrifo o 12 mis i chi neu unrhyw denant arall,

bydd eich cyfraniad wedi'i gyfyngu i'r symiau hyn oni fydd eich landlord wedi ymgynghori'n briodol ar y gwaith a fwriedir neu ar y cytundeb neu bod tribiwnlys prisio lesddaliadau wedi cytuno nad oes angen ymgynghoriad.

(9) Mae gennych hawl i wneud cais i dribiwnlys prisio lesddaliadau i ofyn i'r tribiwnlys benderfynu a ddylid amrywio eich les ar y sail nad yw'n darparu'n foddhaol ar gyfer cyfrifo tâl gwasanaeth sy'n daladwy o dan y les.

brought, to rule that your landlord may not do so.

(6) Where you seek a determination from a leasehold valuation tribunal, you will have to pay an application fee and, where the matter proceeds to a hearing, a hearing fee, unless you qualify for a waiver or reduction. The total fees payable will not exceed £500, but making an application may incur additional costs, such as professional fees, which you may also have to pay.

(7) A leasehold valuation tribunal has the power to award costs, not exceeding £500, against a party to any proceedings where—

(a) it dismisses a matter because it is frivolous, vexatious or an abuse of process; or

(b) it considers a party has acted frivolously, vexatiously, abusively, disruptively or unreasonably.

· The Lands Tribunal has similar powers when hearing an appeal against a decision of a leasehold valuation tribunal.

(8) If your landlord—

(a) proposes works on a building or any other premises that will cost you or any other tenant more than £250, or

(b) proposes to enter into an agreement for works or services which will last for more than 12 months and will cost you or any other tenant more than £100 in any 12 month accounting period,

your contribution will be limited to these amounts unless your landlord has properly consulted on the proposed works or agreement or a leasehold valuation tribunal has agreed that consultation is not required.

(9) You have the right to apply to a leasehold valuation tribunal to ask it to determine whether your lease should be varied on the grounds that it does not make satisfactory provision in respect of the calculation of a service charge payable under the lease.

(10) You have the right to write to your landlord to request a written summary of the costs which make up the service charges. The summary must—

(a) cover the last 12 month period used for making up the accounts relating to the

(10) Mae gennych hawl i ysgrifennu at eich landlord i ofyn am grynodedb ysgrifenedig o'r costau sy'n ffurfio'r taliadau gwasanaeth. Rhaid fod y crynodedb yn—

(a) cwmpasu'r cyfnod diwethaf o 12 mis a ddefnyddwyd i wneud y cyfrifon sy'n ymwneud â'r tâl gwasanaeth sy'n dod i ben dim hwyrach na dyddiad eich cais, pan fo'r cyfrifon wedi'u gwneud am gyfnodau o 12 mis; neu

(b) cwmpasu'r cyfnod o 12 mis sy'n dod i ben ar ddyddiad eich cais, pan na fo'r cyfrifon wedi'i gwneud am gyfnodau o 12 mis.

· Rhaid i'r crynodedb gael ei roi i chi o fewn mis i'ch cais neu o fewn 6 mis i ddiwedd y cyfnod y mae'r crynodedb yn ymwneud ag ef, p'run bynnag yw'r diweddaraf.

(11) Mae gennych hawl, o fewn 6 mis o gael crynodedb ysgrifenedig o'r costau, i'w gwneud yn ofynnol i'r landlord ddarparu i chi gyfleusterau rhesymol i edrych ar y cyfrifon, y derbynebau a dogfennau eraill sy'n cefnogi'r crynodedb ac i wneud copiau neu ddedoliadau ohonynt.

(12) Mae gennych hawl i ofyn i gyfrifydd neu syrfêwr i wneud archwiliad o reolaeth ariannol y fangre sy'n cynnwys eich annedd er mwyn sefydlu rhwymedigaethau eich landlord, ac i ba raddau y mae'r taliadau gwasanaeth a delir gennych yn cael eu defnyddio'n effeithiol. Bydd a ellwch arfer yr hawl hwn ar eich pen eich hun neu'n unig gyda chefnogaeth eraill sy'n byw yn y fangre yn dibynnu ar eich amgylchiadau. Fe'ch cynghorir yn gryf i geisio cyngor annibynnol cyn arfer yr hawl hwn.

(13) Efallai bod eich les yn rhoi hawl i'ch landlord gael ail-fynediad neu gymryd yn fforded os ydych wedi methu talu taliadau sy'n briodol ddyledus o dan y les. I arfer yr hawl hwn fodd bynnag rhaid i'r landlord gwrdd â'r holl ofynion cyfreithiol a sicrhau gorchymyn llys. Dim ond os byddwch wedi cyfaddef eich bod yn atebol i dalu'r swm, neu os bydd llys, tribiwnlys, neu broses gymrodeddu wedi dyfarnu'n derfynol fod y swm yn ddyledus y rhoddir gorchymyn llys. Mae gan y llys ddisgresiwn eang wrth roi gorchymyn o'r fath a bydd yn cymryd ystyriaeth o holi amgylchiadau'r achos.

service charge ending no later than the date of your request, where the accounts are made up for 12 month periods; or

(b) cover the 12 month period ending with the date of your request, where the accounts are not made up for 12 month periods.

· The summary must be given to you within 1 month of your request or 6 months of the end of the period to which the summary relates whichever is the later.

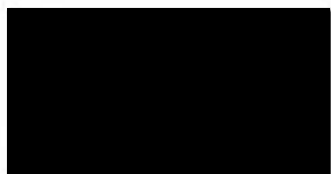
(11) You have the right, within 6 months of receiving a written summary of costs, to require the landlord to provide you with reasonable facilities to inspect the accounts, receipts and other documents supporting the summary and for taking copies or extracts from them.

(12) You have the right to ask an accountant or surveyor to carry out an audit of the financial management of the premises containing your dwelling, to establish the obligations of your landlord and the extent to which the service charges you pay are being used efficiently. It will depend on your circumstances whether you can exercise this right alone or only with the support of others living in the premises. You are strongly advised to seek independent advice before exercising this right.

(13) Your lease may give your landlord a right of re-entry or forfeiture where you have failed to pay charges which are properly due under the lease. However, to exercise this right, the landlord must meet all the legal requirements and obtain a court order. A court order will only be granted if you have admitted you are liable to pay the amount or it is finally determined by a court, tribunal or by arbitration that the amount is due. The court has a wide discretion in granting such an order and it will take into account all the circumstances of the case."

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 Mar 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2009	30 Apr 2009	Monthly Service Charge in Advance	85.00		85.00
1 Apr 2009	1 Apr 2009	Receipt by Standing order		85.00	
1 May 2009	31 May 2009	Monthly Service Charge in Advance	85.00		85.00
1 May 2009	1 May 2009	Receipt by Standing order		85.00	
1 Jun 2009	30 Jun 2009	Monthly Service Charge in Advance	85.00		85.00
1 Jun 2009	1 Jun 2009	Receipt by Standing order		85.00	
1 Jul 2009	31 Jul 2009	Monthly Service Charge in Advance	85.00		85.00
1 Jul 2009	1 Jul 2009	Receipt by Standing order		85.00	
1 Aug 2009	31 Aug 2009	Monthly Service Charge in Advance	85.00		85.00
3 Aug 2009	3 Aug 2009	Receipt by Standing order		85.00	
1 Sep 2009	30 Sep 2009	Monthly Service Charge in Advance	85.00		85.00
1 Sep 2009	1 Sep 2009	Receipt by Standing order		85.00	
1 Oct 2009	31 Oct 2009	Monthly Service Charge in Advance	85.00		85.00
1 Oct 2009	1 Oct 2009	Receipt by Standing order		85.00	
1 Nov 2009	30 Nov 2009	Monthly Service Charge in Advance	85.00		85.00
2 Nov 2009	2 Nov 2009	Receipt by Standing order		85.00	
1 Dec 2009	31 Dec 2009	Monthly Service Charge in Advance	85.00		85.00
1 Dec 2009	1 Dec 2009	Receipt by Standing order		85.00	
1 Jan 2010	31 Jan 2010	Monthly Service Charge in Advance	85.00		85.00
4 Jan 2010	4 Jan 2010	Receipt by Standing order		85.00	
1 Feb 2010	28 Feb 2010	Monthly Service Charge in Advance	85.00		85.00
1 Feb 2010	1 Feb 2010	Receipt by Standing order		85.00	
1 Mar 2010	31 Mar 2010	Monthly Service Charge in Advance	85.00		85.00
1 Mar 2010	1 Mar 2010	Receipt by Standing order		85.00	
1 Apr 2010	30 Apr 2010	Monthly Service Charge in Advance	90.00		90.00
1 Apr 2010	1 Apr 2010	Receipt by Standing order		85.00	5.00
12 Apr 2010	12 Apr 2010	Cheque received		5.00	
1 May 2010	31 May 2010	Monthly Service Charge in Advance	90.00		90.00
4 May 2010	4 May 2010	Receipt by Standing order		90.00	
1 Jun 2010	30 Jun 2010	Monthly Service Charge in Advance	90.00		90.00
1 Jun 2010	1 Jun 2010	Receipt by Standing order		90.00	
1 Jul 2010	31 Jul 2010	Monthly Service Charge in Advance	90.00		90.00
1 Jul 2010	1 Jul 2010	Receipt by Standing order		90.00	
1 Aug 2010	31 Aug 2010	Monthly Service Charge in Advance	90.00		90.00
2 Aug 2010	2 Aug 2010	Receipt by Standing order		90.00	
1 Sep 2010	30 Sep 2010	Monthly Service Charge in Advance	90.00		90.00
1 Sep 2010	1 Sep 2010	Receipt by Standing order		90.00	
1 Oct 2010	31 Oct 2010	Monthly Service Charge in Advance	90.00		90.00
1 Oct 2010	1 Oct 2010	Receipt by Standing order		90.00	
1 Nov 2010	30 Nov 2010	Monthly Service Charge in Advance	90.00		90.00
1 Nov 2010	1 Nov 2010	Receipt by Standing order		90.00	
1 Dec 2010	31 Dec 2010	Monthly Service Charge in Advance	90.00		90.00
1 Dec 2010	1 Dec 2010	Receipt by Standing order		90.00	
1 Jan 2011	31 Jan 2011	Monthly Service Charge in Advance	90.00		90.00
4 Jan 2011	4 Jan 2011	Receipt by Standing order		90.00	
4 Jan 2011	4 Jan 2011	Section 20	520.46		520.46
1 Feb 2011	28 Feb 2011	Monthly Service Charge in Advance	90.00		610.46
1 Feb 2011	1 Feb 2011	Receipt by Standing order		520.46	90.00
1 Feb 2011	1 Feb 2011	Receipt by Standing order		90.00	
1 Mar 2011	31 Mar 2011	Monthly Service Charge in Advance	90.00		90.00
1 Mar 2011	1 Mar 2011	Receipt by Standing order		90.00	
1 Apr 2011	30 Sep 2011	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2011	1 Apr 2011	Receipt by Standing order		100.00	500.00
3 May 2011	3 May 2011	Receipt by Standing order		100.00	400.00
1 Jun 2011	1 Jun 2011	Receipt by Standing order		100.00	300.00
1 Jul 2011	1 Jul 2011	Receipt by Standing order		100.00	200.00
25 Jul 2011	25 Jul 2011	two additional keys	23.98		223.98

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 Mar 2026
Ref: 006-01-013

STATEMENT

Re: Cogan Court, Flat 13

Date	To	Description	Due	Paid	Balance
25 Jul 2011	25 Jul 2011	Cheque received		23.98	200.00
1 Aug 2011	1 Aug 2011	Receipt by Standing order		100.00	100.00
1 Sep 2011	1 Sep 2011	Receipt by Standing order		100.00	
1 Oct 2011	31 Mar 2012	Half Yearly Service Charge in Advance	600.00		600.00
3 Oct 2011	3 Oct 2011	Receipt by Standing order		100.00	500.00
1 Nov 2011	1 Nov 2011	Receipt by Standing order		100.00	400.00
10 Nov 2011	10 Nov 2011	Section 20 Underspend	-194.28		205.72
10 Nov 2011	10 Nov 2011	Refund		-194.28	400.00
1 Dec 2011	1 Dec 2011	Receipt by Standing order		100.00	300.00
3 Jan 2012	3 Jan 2012	Receipt by Standing order		100.00	200.00
1 Feb 2012	1 Feb 2012	Receipt by Standing order		100.00	100.00
1 Mar 2012	1 Mar 2012	Receipt by Standing order		100.00	
1 Apr 2012	30 Sep 2012	Half Yearly Service Charge in Advance	600.00		600.00
2 Apr 2012	2 Apr 2012	Receipt by Standing order		100.00	500.00
1 May 2012	1 May 2012	Receipt by Standing order		100.00	400.00
1 Jun 2012	1 Jun 2012	Receipt by Standing order		100.00	300.00
2 Jul 2012	2 Jul 2012	Receipt by Standing order		100.00	200.00
1 Aug 2012	1 Aug 2012	Receipt by Standing order		100.00	100.00
3 Sep 2012	3 Sep 2012	Receipt by Standing order		100.00	
1 Apr 2011	31 Mar 2012	End of year balancing charge	137.82		137.82
1 Oct 2012	31 Mar 2013	Half Yearly Service Charge in Advance	600.00		737.82
1 Oct 2012	1 Oct 2012	Receipt by Standing order		100.00	637.82
5 Oct 2012	5 Oct 2012	Cheque received		137.82	500.00
1 Nov 2012	1 Nov 2012	Receipt by Standing order		100.00	400.00
3 Dec 2012	3 Dec 2012	Receipt by Standing order		100.00	300.00
2 Jan 2013	2 Jan 2013	Receipt by Standing order		100.00	200.00
1 Feb 2013	1 Feb 2013	Receipt by Standing order		100.00	100.00
1 Mar 2013	1 Mar 2013	Receipt by Standing order		100.00	
1 Apr 2013	30 Sep 2013	Half Yearly Service Charge in Advance	600.00		600.00
2 Apr 2013	2 Apr 2013	Receipt by Standing order		100.00	500.00
1 May 2013	1 May 2013	Receipt by Standing order		100.00	400.00
3 Jun 2013	3 Jun 2013	Receipt by Standing order		100.00	300.00
1 Jul 2013	1 Jul 2013	Receipt by Standing order		100.00	200.00
1 Aug 2013	1 Aug 2013	Receipt by Standing order		100.00	100.00
2 Sep 2013	2 Sep 2013	Receipt by Standing order		100.00	
1 Oct 2013	31 Mar 2014	Half Yearly Service Charge in Advance	600.00		600.00
1 Oct 2013	1 Oct 2013	Receipt by Standing order		100.00	500.00
1 Nov 2013	1 Nov 2013	Receipt by Standing order		100.00	400.00
2 Dec 2013	2 Dec 2013	Receipt by Standing order		100.00	300.00
2 Jan 2014	2 Jan 2014	Receipt by Standing order		100.00	200.00
3 Feb 2014	3 Feb 2014	Receipt by Standing order		100.00	100.00
3 Mar 2014	3 Mar 2014	Receipt by Standing order		100.00	
1 Apr 2014	30 Sep 2014	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2014	1 Apr 2014	Receipt by Standing order		100.00	500.00
1 May 2014	1 May 2014	Receipt by Standing order		100.00	400.00
2 Jun 2014	2 Jun 2014	Receipt by Standing order		100.00	300.00
1 Jul 2014	1 Jul 2014	Receipt by Standing order		100.00	200.00
1 Aug 2014	1 Aug 2014	Receipt by Standing order		100.00	100.00
1 Sep 2014	1 Sep 2014	Receipt by Standing order		100.00	
1 Oct 2014	31 Mar 2015	Half Yearly Service Charge in Advance	600.00		600.00
1 Oct 2014	1 Oct 2014	Receipt by Standing order		100.00	500.00
4 Nov 2014	4 Nov 2014	Receipt by Standing order		100.00	400.00
1 Dec 2014	1 Dec 2014	Receipt by Standing order		100.00	300.00
2 Jan 2015	2 Jan 2015	Receipt by Standing order		100.00	200.00
2 Feb 2015	2 Feb 2015	Receipt by Standing order		100.00	100.00
2 Mar 2015	2 Mar 2015	Receipt by Standing order		100.00	
1 Apr 2015	30 Sep 2015	Half Yearly Service Charge in Advance	600.00		600.00

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 Mar 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2015	1 Apr 2015	Receipt by Standing order		100.00	500.00
1 May 2015	1 May 2015	Receipt by Standing order		100.00	400.00
1 Jun 2015	1 Jun 2015	Receipt by Standing order		100.00	300.00
1 Apr 2014	31 Mar 2015	End of year balancing charge	189.55		489.55
23 Jun 2015	23 Jun 2015	Receipt by Standing order		189.55	300.00
1 Jul 2015	1 Jul 2015	Receipt by Standing order		100.00	200.00
3 Aug 2015	3 Aug 2015	Receipt by Standing order		100.00	100.00
1 Sep 2015	31 Dec 2015	Service Charge Increase	40.00		140.00
1 Sep 2015	31 Dec 2015	Contra Service Charge Increase	-40.00		100.00
1 Sep 2015	30 Sep 2015	Service Charge Increase	10.00		110.00
1 Sep 2015	1 Sep 2015	Receipt by Standing order		110.00	
1 Oct 2015	31 Mar 2016	Half Yearly Service Charge in Advance	660.00		660.00
1 Oct 2015	1 Oct 2015	Receipt by Standing order		110.00	550.00
2 Nov 2015	2 Nov 2015	Receipt by Standing order		110.00	440.00
1 Dec 2015	1 Dec 2015	Receipt by Standing order		110.00	330.00
4 Jan 2016	4 Jan 2016	Receipt by Standing order		110.00	220.00
1 Feb 2016	1 Feb 2016	Receipt by Standing order		110.00	110.00
1 Mar 2016	1 Mar 2016	Receipt by Standing order		110.00	
1 Apr 2016	30 Sep 2016	Half Yearly Service Charge in Advance	660.00		660.00
1 Apr 2016	1 Apr 2016	Receipt by Standing order		110.00	550.00
3 May 2016	3 May 2016	Receipt by Standing order		110.00	440.00
1 Jun 2016	1 Jun 2016	Receipt by Standing order		110.00	330.00
1 Jul 2016	1 Jul 2016	Receipt by Standing order		110.00	220.00
1 Aug 2016	1 Aug 2016	Receipt by Standing order		110.00	110.00
1 Sep 2016	1 Sep 2016	Receipt by Standing order		110.00	
1 Apr 2015	31 Mar 2016	End of year balancing credit	-107.12		-107.12
1 Oct 2016	31 Mar 2017	Half Yearly Service Charge in Advance	660.00		552.88
3 Oct 2016	3 Oct 2016	Receipt by Standing order		110.00	442.88
1 Nov 2016	1 Nov 2016	Receipt by Standing order		110.00	332.88
1 Dec 2016	1 Dec 2016	Receipt by Standing order		110.00	222.88
3 Jan 2017	3 Jan 2017	Receipt by Standing order		110.00	112.88
1 Feb 2017	1 Feb 2017	Receipt by Standing order		110.00	2.88
1 Mar 2017	1 Mar 2017	Receipt by Standing order		110.00	-107.12
1 Apr 2017	30 Sep 2017	Half Yearly Service Charge in Advance	660.00		552.88
3 Apr 2017	3 Apr 2017	Receipt by Standing order		110.00	442.88
2 May 2017	2 May 2017	Receipt by Standing order		110.00	332.88
1 Jun 2017	1 Jun 2017	Receipt by Standing order		110.00	222.88
3 Jul 2017	3 Jul 2017	Receipt by Standing order		110.00	112.88
1 Aug 2017	1 Aug 2017	Receipt by Standing order		110.00	2.88
1 Sep 2017	1 Sep 2017	Receipt by Standing order		110.00	-107.12
1 Oct 2017	31 Mar 2018	Half Yearly Service Charge in Advance	660.00		552.88
2 Oct 2017	2 Oct 2017	Receipt by Standing order		110.00	442.88
1 Nov 2017	1 Nov 2017	Receipt by Standing order		110.00	332.88
1 Dec 2017	1 Dec 2017	Receipt by Standing order		110.00	222.88
2 Jan 2018	2 Jan 2018	Receipt by Standing order		110.00	112.88
1 Feb 2018	1 Feb 2018	Receipt by Standing order		110.00	2.88
1 Mar 2018	1 Mar 2018	Receipt by Standing order		110.00	-107.12
1 Apr 2018	30 Sep 2018	Half Yearly Service Charge in Advance	720.00		612.88
3 Apr 2018	3 Apr 2018	Receipt by Standing order		120.00	492.88
1 May 2018	1 May 2018	Receipt by Standing order		120.00	372.88
1 Jun 2018	1 Jun 2018	Receipt by Standing order		120.00	252.88
2 Jul 2018	2 Jul 2018	Receipt by Standing order		120.00	132.88
1 Aug 2018	1 Aug 2018	Receipt by Standing order		120.00	12.88
3 Sep 2018	3 Sep 2018	Receipt by Standing order		120.00	-107.12
1 Apr 2017	31 Mar 2018	End of year balancing credit	-16.28		-123.40
1 Oct 2018	31 Mar 2019	Half Yearly Service Charge in Advance	720.00		596.60
1 Oct 2018	1 Oct 2018	Receipt by Standing order		120.00	476.60

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 Mar 2026
Ref: 006-01-013

STATEMENT

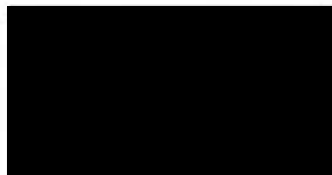
Re: Cogan Court, Flat 13

Date	To	Description	Due	Paid	Balance
1 Nov 2018	1 Nov 2018	Receipt by Standing order		120.00	356.60
3 Dec 2018	3 Dec 2018	Receipt by Standing order		120.00	236.60
2 Jan 2019	2 Jan 2019	Receipt by Standing order		120.00	116.60
1 Feb 2019	1 Feb 2019	Receipt by Standing order		120.00	-3.40
1 Mar 2019	1 Mar 2019	Receipt by Standing order		120.00	-123.40
1 Apr 2019	30 Sep 2019	Half Yearly Service Charge in Advance	720.00		596.60
1 Apr 2019	1 Apr 2019	Receipt by Standing order		120.00	476.60
1 May 2019	1 May 2019	Receipt by Standing order		120.00	356.60
3 Jun 2019	3 Jun 2019	Receipt by Standing order		120.00	236.60
1 Jul 2019	1 Jul 2019	Receipt by Standing order		120.00	116.60
1 Apr 2018	31 Mar 2019	End of year balancing credit	-20.55		96.05
1 Aug 2019	1 Aug 2019	Receipt by Standing order		120.00	-23.95
2 Sep 2019	2 Sep 2019	Receipt by Standing order		120.00	-143.95
1 Oct 2019	31 Mar 2020	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2019	1 Oct 2019	Receipt by Standing order		120.00	456.05
1 Nov 2019	1 Nov 2019	Receipt by Standing order		120.00	336.05
2 Dec 2019	2 Dec 2019	Receipt by Standing order		120.00	216.05
2 Jan 2020	2 Jan 2020	Receipt by Standing order		120.00	96.05
3 Feb 2020	3 Feb 2020	Receipt by Standing order		120.00	-23.95
2 Mar 2020	2 Mar 2020	Receipt by Standing order		120.00	-143.95
1 Apr 2020	30 Sep 2020	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2020	1 Apr 2020	Receipt by Standing order		120.00	456.05
1 May 2020	1 May 2020	Receipt by Standing order		120.00	336.05
1 Jun 2020	1 Jun 2020	Receipt by Standing order		120.00	216.05
1 Jul 2020	1 Jul 2020	Receipt by Standing order		120.00	96.05
3 Aug 2020	3 Aug 2020	Receipt by Standing order		120.00	-23.95
1 Sep 2020	1 Sep 2020	Receipt by Standing order		120.00	-143.95
1 Oct 2020	31 Mar 2021	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2020	1 Oct 2020	Receipt by Standing order		120.00	456.05
2 Nov 2020	2 Nov 2020	Receipt by Standing order		120.00	336.05
1 Dec 2020	1 Dec 2020	Receipt by Standing order		120.00	216.05
4 Jan 2021	4 Jan 2021	Receipt by Standing order		120.00	96.05
1 Feb 2021	1 Feb 2021	Receipt by Standing order		120.00	-23.95
1 Mar 2021	1 Mar 2021	Receipt by Standing order		120.00	-143.95
1 Apr 2021	30 Sep 2021	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2021	1 Apr 2021	Receipt by Standing order		120.00	456.05
4 May 2021	4 May 2021	Receipt by Standing order		120.00	336.05
1 Jun 2021	1 Jun 2021	Receipt by Standing order		120.00	216.05
1 Jul 2021	1 Jul 2021	Receipt by Standing order		120.00	96.05
2 Aug 2021	2 Aug 2021	Receipt by Standing order		120.00	-23.95
1 Sep 2021	1 Sep 2021	Receipt by Standing order		120.00	-143.95
1 Oct 2021	31 Mar 2022	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2021	1 Oct 2021	Receipt by Standing order		120.00	456.05
1 Nov 2021	1 Nov 2021	Receipt by Standing order		120.00	336.05
1 Dec 2021	1 Dec 2021	Receipt by Standing order		120.00	216.05
4 Jan 2022	4 Jan 2022	Receipt by Standing order		120.00	96.05
1 Feb 2022	1 Feb 2022	Receipt by Standing order		120.00	-23.95
1 Mar 2022	1 Mar 2022	Receipt by Standing order		120.00	-143.95
1 Apr 2022	30 Sep 2022	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2022	1 Apr 2022	Receipt by Standing order		120.00	456.05
3 May 2022	3 May 2022	Receipt by Standing order		120.00	336.05
1 Jun 2022	1 Jun 2022	Receipt by Standing order		120.00	216.05
1 Jul 2022	1 Jul 2022	Receipt by Standing order		120.00	96.05
1 Aug 2022	1 Aug 2022	Receipt by Standing order		120.00	-23.95
1 Sep 2022	1 Sep 2022	Receipt by Standing order		120.00	-143.95
1 Oct 2022	31 Mar 2023	Half Yearly Service Charge in Advance	720.00		576.05
3 Oct 2022	3 Oct 2022	Receipt by Standing order		120.00	456.05

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 Mar 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Nov 2022	1 Nov 2022	Receipt by Standing order		120.00	336.05
1 Dec 2022	1 Dec 2022	Receipt by Standing order		120.00	216.05
3 Jan 2023	3 Jan 2023	Receipt by Standing order		120.00	96.05
1 Feb 2023	1 Feb 2023	Receipt by Standing order		120.00	-23.95
1 Mar 2023	1 Mar 2023	Receipt by Standing order		120.00	-143.95
27 Mar 2023	27 Mar 2023	Receipt by Standing order		143.95	-287.90
1 Apr 2023	30 Sep 2023	Half Yearly Service Charge in Advance	887.88		599.98
3 Apr 2023	3 Apr 2023	Receipt by Standing order		147.98	452.00
2 May 2023	2 May 2023	Receipt by Standing order		147.98	304.02
1 Jun 2023	1 Jun 2023	Receipt by Standing order		147.98	156.04
3 Jul 2023	3 Jul 2023	Receipt by Standing order		147.98	8.06
1 Aug 2023	1 Aug 2023	Receipt by Standing order		147.98	-139.92
1 Sep 2023	1 Sep 2023	Receipt by Standing order		147.98	-287.90
14 Sep 2023	14 Sep 2023	Receipt by Standing order		8.06	-295.96
1 Oct 2023	31 Mar 2024	Half Yearly Service Charge in Advance	887.88		591.92
2 Oct 2023	2 Oct 2023	Receipt by Standing order		147.98	443.94
1 Nov 2023	1 Nov 2023	Receipt by Standing order		147.98	295.96
1 Dec 2023	1 Dec 2023	Receipt by Standing order		147.98	147.98
2 Jan 2024	2 Jan 2024	Receipt by Standing order		147.98	
1 Feb 2024	1 Feb 2024	Receipt by Standing order		147.98	-147.98
1 Mar 2024	1 Mar 2024	Receipt by Standing order		147.98	-295.96
1 Apr 2024	30 Sep 2024	Half Yearly Service Charge in Advance	886.45		590.49
2 Apr 2024	2 Apr 2024	Receipt by Standing order		123.08	467.41
1 May 2024	1 May 2024	Receipt by Standing order		123.08	344.33
3 Jun 2024	3 Jun 2024	Receipt by Standing order		123.08	221.25
1 Jul 2024	1 Jul 2024	Receipt by Standing order		123.08	98.17
1 Aug 2024	1 Aug 2024	Receipt by Standing order		123.08	-24.91
2 Sep 2024	2 Sep 2024	Receipt by Standing order		123.08	-147.99
1 Oct 2024	31 Mar 2025	Half Yearly Service Charge in Advance	886.45		738.46
1 Oct 2024	1 Oct 2024	Receipt by Standing order		123.08	615.38
1 Nov 2024	1 Nov 2024	Receipt by Standing order		123.08	492.30
2 Dec 2024	2 Dec 2024	Receipt by Standing order		123.08	369.22
2 Jan 2025	2 Jan 2025	Receipt by Standing order		123.08	246.14
3 Feb 2025	3 Feb 2025	Receipt by Standing order		123.08	123.06
3 Mar 2025	3 Mar 2025	Receipt by Standing order		123.08	-0.02
1 Apr 2025	30 Sep 2025	Half Yearly Service Charge in Advance	1,048.22		1048.20
1 Apr 2025	1 Apr 2025	Receipt by Standing order		174.70	873.50
1 May 2025	1 May 2025	Receipt by Standing order		174.70	698.80
2 Jun 2025	2 Jun 2025	Receipt by Standing order		174.70	524.10
1 Jul 2025	1 Jul 2025	Receipt by Standing order		174.70	349.40
1 Aug 2025	1 Aug 2025	Receipt by Standing order		174.70	174.70
1 Sep 2025	1 Sep 2025	Receipt by Standing order		174.70	
10 Sep 2025	10 Sep 2025	Section 20 Building Repair Works	2,998.93		2998.93
10 Sep 2025	10 Sep 2025	Section 20 Scaffolding	1,242.86		4241.79
10 Sep 2025	10 Sep 2025	Section 20 Structural Engineer	212.14		4453.93
10 Sep 2025	10 Sep 2025	Section 20 Temporary Accommodation	178.57		4632.50
10 Sep 2025	10 Sep 2025	Section 20 Emergency Works	187.93		4820.43
10 Sep 2025	10 Sep 2025	Section 20 Contingency	482.04		5302.47
10 Sep 2025	10 Sep 2025	Section 20 Administration Fee	289.23		5591.70
12 Sep 2025	12 Sep 2025	Receipt by BACS		5,591.70	
1 Oct 2025	31 Mar 2026	Half Yearly Service Charge in Advance	1,048.22		1048.22
1 Oct 2025	1 Oct 2025	Receipt by Standing order		174.70	873.52
1 Nov 2025	3 Nov 2025	Receipt by Standing order		174.70	698.82
1 Dec 2025	1 Dec 2025	Receipt by Standing order		174.70	524.12
2 Jan 2026	2 Jan 2026	Receipt by Standing order		174.70	349.42
2 Feb 2026	2 Feb 2026	Receipt by Standing order		174.70	174.72
2 Mar 2026	2 Mar 2026	Receipt by Standing order		174.70	0.02

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 20 Mar 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2026	30 Sep 2026	Half Yearly Service Charge in Advance	1,076.59		1076.61
Total Due/Paid:			30,856.97	29,780.36	
			Total Due:		1076.61

Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX
Tel: 029 2023 5151 Fax: 029 2066 8806 Email: info@wppmc.com Website: www.wppmc.com



WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2009	30 Apr 2009	Monthly Service Charge in Advance	85.00		85.00
1 Apr 2009	1 Apr 2009	Receipt by Standing order		85.00	
1 May 2009	31 May 2009	Monthly Service Charge in Advance	85.00		85.00
1 May 2009	1 May 2009	Receipt by Standing order		85.00	
1 Jun 2009	30 Jun 2009	Monthly Service Charge in Advance	85.00		85.00
1 Jun 2009	1 Jun 2009	Receipt by Standing order		85.00	
1 Jul 2009	31 Jul 2009	Monthly Service Charge in Advance	85.00		85.00
1 Jul 2009	1 Jul 2009	Receipt by Standing order		85.00	
1 Aug 2009	31 Aug 2009	Monthly Service Charge in Advance	85.00		85.00
3 Aug 2009	3 Aug 2009	Receipt by Standing order		85.00	
1 Sep 2009	30 Sep 2009	Monthly Service Charge in Advance	85.00		85.00
1 Sep 2009	1 Sep 2009	Receipt by Standing order		85.00	
1 Oct 2009	31 Oct 2009	Monthly Service Charge in Advance	85.00		85.00
1 Oct 2009	1 Oct 2009	Receipt by Standing order		85.00	
1 Nov 2009	30 Nov 2009	Monthly Service Charge in Advance	85.00		85.00
2 Nov 2009	2 Nov 2009	Receipt by Standing order		85.00	
1 Dec 2009	31 Dec 2009	Monthly Service Charge in Advance	85.00		85.00
1 Dec 2009	1 Dec 2009	Receipt by Standing order		85.00	

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

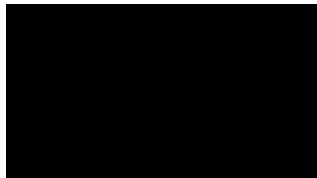
Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Jan 2010	31 Jan 2010	Monthly Service Charge in Advance	85.00		85.00
4 Jan 2010	4 Jan 2010	Receipt by Standing order		85.00	
1 Feb 2010	28 Feb 2010	Monthly Service Charge in Advance	85.00		85.00
1 Feb 2010	1 Feb 2010	Receipt by Standing order		85.00	
1 Mar 2010	31 Mar 2010	Monthly Service Charge in Advance	85.00		85.00
1 Mar 2010	1 Mar 2010	Receipt by Standing order		85.00	
1 Apr 2010	30 Apr 2010	Monthly Service Charge in Advance	90.00		90.00
1 Apr 2010	1 Apr 2010	Receipt by Standing order		85.00	5.00
12 Apr 2010	12 Apr 2010	Cheque received		5.00	
1 May 2010	31 May 2010	Monthly Service Charge in Advance	90.00		90.00
4 May 2010	4 May 2010	Receipt by Standing order		90.00	
1 Jun 2010	30 Jun 2010	Monthly Service Charge in Advance	90.00		90.00
1 Jun 2010	1 Jun 2010	Receipt by Standing order		90.00	
1 Jul 2010	31 Jul 2010	Monthly Service Charge in Advance	90.00		90.00
1 Jul 2010	1 Jul 2010	Receipt by Standing order		90.00	
1 Aug 2010	31 Aug 2010	Monthly Service Charge in Advance	90.00		90.00
2 Aug 2010	2 Aug 2010	Receipt by Standing order		90.00	
1 Sep 2010	30 Sep 2010	Monthly Service Charge in Advance	90.00		90.00

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



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46 Whitchurch Road, Cardiff, CF14 3LX

Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

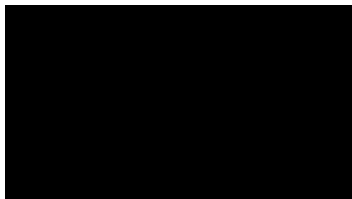
Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Sep 2010	1 Sep 2010	Receipt by Standing order		90.00	
1 Oct 2010	31 Oct 2010	Monthly Service Charge in Advance	90.00		90.00
1 Oct 2010	1 Oct 2010	Receipt by Standing order		90.00	
1 Nov 2010	30 Nov 2010	Monthly Service Charge in Advance	90.00		90.00
1 Nov 2010	1 Nov 2010	Receipt by Standing order		90.00	
1 Dec 2010	31 Dec 2010	Monthly Service Charge in Advance	90.00		90.00
1 Dec 2010	1 Dec 2010	Receipt by Standing order		90.00	
1 Jan 2011	31 Jan 2011	Monthly Service Charge in Advance	90.00		90.00
4 Jan 2011	4 Jan 2011	Receipt by Standing order		90.00	
4 Jan 2011	4 Jan 2011	Section 20	520.46		520.46
1 Feb 2011	28 Feb 2011	Monthly Service Charge in Advance	90.00		610.46
1 Feb 2011	1 Feb 2011	Receipt by Standing order		520.46	90.00
1 Feb 2011	1 Feb 2011	Receipt by Standing order		90.00	
1 Mar 2011	31 Mar 2011	Monthly Service Charge in Advance	90.00		90.00
1 Mar 2011	1 Mar 2011	Receipt by Standing order		90.00	
1 Apr 2011	30 Sep 2011	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2011	1 Apr 2011	Receipt by Standing order		100.00	500.00
3 May 2011	3 May 2011	Receipt by Standing order		100.00	400.00

Continued

WESTERN PERMANENT PROPERTY

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STATEMENT

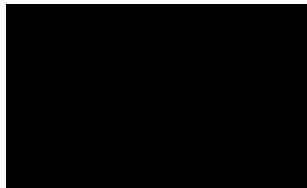
Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Jun 2011	1 Jun 2011	Receipt by Standing order		100.00	300.00
1 Jul 2011	1 Jul 2011	Receipt by Standing order		100.00	200.00
25 Jul 2011	25 Jul 2011	two additional keys	23.98		223.98
25 Jul 2011	25 Jul 2011	Cheque received		23.98	200.00
1 Aug 2011	1 Aug 2011	Receipt by Standing order		100.00	100.00
1 Sep 2011	1 Sep 2011	Receipt by Standing order		100.00	
1 Oct 2011	31 Mar 2012	Half Yearly Service Charge in Advance	600.00		600.00
3 Oct 2011	3 Oct 2011	Receipt by Standing order		100.00	500.00
1 Nov 2011	1 Nov 2011	Receipt by Standing order		100.00	400.00
10 Nov 2011	10 Nov 2011	Section 20 Underspend	-194.28		205.72
10 Nov 2011	10 Nov 2011	Refund		-194.28	400.00
1 Dec 2011	1 Dec 2011	Receipt by Standing order		100.00	300.00
3 Jan 2012	3 Jan 2012	Receipt by Standing order		100.00	200.00
1 Feb 2012	1 Feb 2012	Receipt by Standing order		100.00	100.00
1 Mar 2012	1 Mar 2012	Receipt by Standing order		100.00	
1 Apr 2012	30 Sep 2012	Half Yearly Service Charge in Advance	600.00		600.00
2 Apr 2012	2 Apr 2012	Receipt by Standing order		100.00	500.00
1 May 2012	1 May 2012	Receipt by Standing order		100.00	400.00

Continued

WESTERN PERMANENT PROPERTY

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Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Jun 2012	1 Jun 2012	Receipt by Standing order		100.00	300.00
2 Jul 2012	2 Jul 2012	Receipt by Standing order		100.00	200.00
1 Aug 2012	1 Aug 2012	Receipt by Standing order		100.00	100.00
3 Sep 2012	3 Sep 2012	Receipt by Standing order		100.00	
1 Apr 2011	31 Mar 2012	End of year balancing charge	137.82		137.82
1 Oct 2012	31 Mar 2013	Half Yearly Service Charge in Advance	600.00		737.82
1 Oct 2012	1 Oct 2012	Receipt by Standing order		100.00	637.82
5 Oct 2012	5 Oct 2012	Cheque received		137.82	500.00
1 Nov 2012	1 Nov 2012	Receipt by Standing order		100.00	400.00
3 Dec 2012	3 Dec 2012	Receipt by Standing order		100.00	300.00
2 Jan 2013	2 Jan 2013	Receipt by Standing order		100.00	200.00
1 Feb 2013	1 Feb 2013	Receipt by Standing order		100.00	100.00
1 Mar 2013	1 Mar 2013	Receipt by Standing order		100.00	
1 Apr 2013	30 Sep 2013	Half Yearly Service Charge in Advance	600.00		600.00
2 Apr 2013	2 Apr 2013	Receipt by Standing order		100.00	500.00
1 May 2013	1 May 2013	Receipt by Standing order		100.00	400.00
3 Jun 2013	3 Jun 2013	Receipt by Standing order		100.00	300.00
1 Jul 2013	1 Jul 2013	Receipt by Standing order		100.00	200.00

Continued

WESTERN PERMANENT PROPERTY

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Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Aug 2013	1 Aug 2013	Receipt by Standing order		100.00	100.00
2 Sep 2013	2 Sep 2013	Receipt by Standing order		100.00	
1 Oct 2013	31 Mar 2014	Half Yearly Service Charge in Advance	600.00		600.00
1 Oct 2013	1 Oct 2013	Receipt by Standing order		100.00	500.00
1 Nov 2013	1 Nov 2013	Receipt by Standing order		100.00	400.00
2 Dec 2013	2 Dec 2013	Receipt by Standing order		100.00	300.00
2 Jan 2014	2 Jan 2014	Receipt by Standing order		100.00	200.00
3 Feb 2014	3 Feb 2014	Receipt by Standing order		100.00	100.00
3 Mar 2014	3 Mar 2014	Receipt by Standing order		100.00	
1 Apr 2014	30 Sep 2014	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2014	1 Apr 2014	Receipt by Standing order		100.00	500.00
1 May 2014	1 May 2014	Receipt by Standing order		100.00	400.00
2 Jun 2014	2 Jun 2014	Receipt by Standing order		100.00	300.00
1 Jul 2014	1 Jul 2014	Receipt by Standing order		100.00	200.00
1 Aug 2014	1 Aug 2014	Receipt by Standing order		100.00	100.00
1 Sep 2014	1 Sep 2014	Receipt by Standing order		100.00	
1 Oct 2014	31 Mar 2015	Half Yearly Service Charge in Advance	600.00		600.00
1 Oct 2014	1 Oct 2014	Receipt by Standing order		100.00	500.00

Continued

WESTERN PERMANENT PROPERTY

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46 Whitchurch Road, Cardiff, CF14 3LX

Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
4 Nov 2014	4 Nov 2014	Receipt by Standing order		100.00	400.00
1 Dec 2014	1 Dec 2014	Receipt by Standing order		100.00	300.00
2 Jan 2015	2 Jan 2015	Receipt by Standing order		100.00	200.00
2 Feb 2015	2 Feb 2015	Receipt by Standing order		100.00	100.00
2 Mar 2015	2 Mar 2015	Receipt by Standing order		100.00	
1 Apr 2015	30 Sep 2015	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2015	1 Apr 2015	Receipt by Standing order		100.00	500.00
1 May 2015	1 May 2015	Receipt by Standing order		100.00	400.00
1 Jun 2015	1 Jun 2015	Receipt by Standing order		100.00	300.00
1 Apr 2014	31 Mar 2015	End of year balancing charge	189.55		489.55
23 Jun 2015	23 Jun 2015	Receipt by Standing order		189.55	300.00
1 Jul 2015	1 Jul 2015	Receipt by Standing order		100.00	200.00
3 Aug 2015	3 Aug 2015	Receipt by Standing order		100.00	100.00
1 Sep 2015	31 Dec 2015	Service Charge Increase	40.00		140.00
1 Sep 2015	31 Dec 2015	Contra Service Charge Increase	-40.00		100.00
1 Sep 2015	30 Sep 2015	Service Charge Increase	10.00		110.00
1 Sep 2015	1 Sep 2015	Receipt by Standing order		110.00	
1 Oct 2015	31 Mar 2016	Half Yearly Service Charge in Advance	660.00		660.00

Continued

WESTERN PERMANENT PROPERTY

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46 Whitchurch Road, Cardiff, CF14 3LX

Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Oct 2015	1 Oct 2015	Receipt by Standing order		110.00	550.00
2 Nov 2015	2 Nov 2015	Receipt by Standing order		110.00	440.00
1 Dec 2015	1 Dec 2015	Receipt by Standing order		110.00	330.00
4 Jan 2016	4 Jan 2016	Receipt by Standing order		110.00	220.00
1 Feb 2016	1 Feb 2016	Receipt by Standing order		110.00	110.00
1 Mar 2016	1 Mar 2016	Receipt by Standing order		110.00	
1 Apr 2016	30 Sep 2016	Half Yearly Service Charge in Advance	660.00		660.00
1 Apr 2016	1 Apr 2016	Receipt by Standing order		110.00	550.00
3 May 2016	3 May 2016	Receipt by Standing order		110.00	440.00
1 Jun 2016	1 Jun 2016	Receipt by Standing order		110.00	330.00
1 Jul 2016	1 Jul 2016	Receipt by Standing order		110.00	220.00
1 Aug 2016	1 Aug 2016	Receipt by Standing order		110.00	110.00
1 Sep 2016	1 Sep 2016	Receipt by Standing order		110.00	
1 Apr 2015	31 Mar 2016	End of year balancing credit	-107.12		-107.12
1 Oct 2016	31 Mar 2017	Half Yearly Service Charge in Advance	660.00		552.88
3 Oct 2016	3 Oct 2016	Receipt by Standing order		110.00	442.88
1 Nov 2016	1 Nov 2016	Receipt by Standing order		110.00	332.88
1 Dec 2016	1 Dec 2016	Receipt by Standing order		110.00	222.88

Continued

WESTERN PERMANENT PROPERTY

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Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
3 Jan 2017	3 Jan 2017	Receipt by Standing order		110.00	112.88
1 Feb 2017	1 Feb 2017	Receipt by Standing order		110.00	2.88
1 Mar 2017	1 Mar 2017	Receipt by Standing order		110.00	-107.12
1 Apr 2017	30 Sep 2017	Half Yearly Service Charge in Advance	660.00		552.88
3 Apr 2017	3 Apr 2017	Receipt by Standing order		110.00	442.88
2 May 2017	2 May 2017	Receipt by Standing order		110.00	332.88
1 Jun 2017	1 Jun 2017	Receipt by Standing order		110.00	222.88
3 Jul 2017	3 Jul 2017	Receipt by Standing order		110.00	112.88
1 Aug 2017	1 Aug 2017	Receipt by Standing order		110.00	2.88
1 Sep 2017	1 Sep 2017	Receipt by Standing order		110.00	-107.12
1 Oct 2017	31 Mar 2018	Half Yearly Service Charge in Advance	660.00		552.88
2 Oct 2017	2 Oct 2017	Receipt by Standing order		110.00	442.88
1 Nov 2017	1 Nov 2017	Receipt by Standing order		110.00	332.88
1 Dec 2017	1 Dec 2017	Receipt by Standing order		110.00	222.88
2 Jan 2018	2 Jan 2018	Receipt by Standing order		110.00	112.88
1 Feb 2018	1 Feb 2018	Receipt by Standing order		110.00	2.88
1 Mar 2018	1 Mar 2018	Receipt by Standing order		110.00	-107.12
1 Apr 2018	30 Sep 2018	Half Yearly Service Charge in Advance	720.00		612.88

Continued

WESTERN PERMANENT PROPERTY

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Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
3 Apr 2018	3 Apr 2018	Receipt by Standing order		120.00	492.88
1 May 2018	1 May 2018	Receipt by Standing order		120.00	372.88
1 Jun 2018	1 Jun 2018	Receipt by Standing order		120.00	252.88
2 Jul 2018	2 Jul 2018	Receipt by Standing order		120.00	132.88
1 Aug 2018	1 Aug 2018	Receipt by Standing order		120.00	12.88
3 Sep 2018	3 Sep 2018	Receipt by Standing order		120.00	-107.12
1 Apr 2017	31 Mar 2018	End of year balancing credit	-16.28		-123.40
1 Oct 2018	31 Mar 2019	Half Yearly Service Charge in Advance	720.00		596.60
1 Oct 2018	1 Oct 2018	Receipt by Standing order		120.00	476.60
1 Nov 2018	1 Nov 2018	Receipt by Standing order		120.00	356.60
3 Dec 2018	3 Dec 2018	Receipt by Standing order		120.00	236.60
2 Jan 2019	2 Jan 2019	Receipt by Standing order		120.00	116.60
1 Feb 2019	1 Feb 2019	Receipt by Standing order		120.00	-3.40
1 Mar 2019	1 Mar 2019	Receipt by Standing order		120.00	-123.40
1 Apr 2019	30 Sep 2019	Half Yearly Service Charge in Advance	720.00		596.60
1 Apr 2019	1 Apr 2019	Receipt by Standing order		120.00	476.60
1 May 2019	1 May 2019	Receipt by Standing order		120.00	356.60
3 Jun 2019	3 Jun 2019	Receipt by Standing order		120.00	236.60

Continued

WESTERN PERMANENT PROPERTY

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Date: 26 Jan 2026
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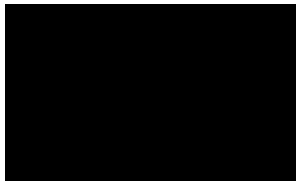
Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Jul 2019	1 Jul 2019	Receipt by Standing order		120.00	116.60
1 Apr 2018	31 Mar 2019	End of year balancing credit	-20.55		96.05
1 Aug 2019	1 Aug 2019	Receipt by Standing order		120.00	-23.95
2 Sep 2019	2 Sep 2019	Receipt by Standing order		120.00	-143.95
1 Oct 2019	31 Mar 2020	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2019	1 Oct 2019	Receipt by Standing order		120.00	456.05
1 Nov 2019	1 Nov 2019	Receipt by Standing order		120.00	336.05
2 Dec 2019	2 Dec 2019	Receipt by Standing order		120.00	216.05
2 Jan 2020	2 Jan 2020	Receipt by Standing order		120.00	96.05
3 Feb 2020	3 Feb 2020	Receipt by Standing order		120.00	-23.95
2 Mar 2020	2 Mar 2020	Receipt by Standing order		120.00	-143.95
1 Apr 2020	30 Sep 2020	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2020	1 Apr 2020	Receipt by Standing order		120.00	456.05
1 May 2020	1 May 2020	Receipt by Standing order		120.00	336.05
1 Jun 2020	1 Jun 2020	Receipt by Standing order		120.00	216.05
1 Jul 2020	1 Jul 2020	Receipt by Standing order		120.00	96.05
3 Aug 2020	3 Aug 2020	Receipt by Standing order		120.00	-23.95
1 Sep 2020	1 Sep 2020	Receipt by Standing order		120.00	-143.95

Continued

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Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Oct 2020	31 Mar 2021	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2020	1 Oct 2020	Receipt by Standing order		120.00	456.05
2 Nov 2020	2 Nov 2020	Receipt by Standing order		120.00	336.05
1 Dec 2020	1 Dec 2020	Receipt by Standing order		120.00	216.05
4 Jan 2021	4 Jan 2021	Receipt by Standing order		120.00	96.05
1 Feb 2021	1 Feb 2021	Receipt by Standing order		120.00	-23.95
1 Mar 2021	1 Mar 2021	Receipt by Standing order		120.00	-143.95
1 Apr 2021	30 Sep 2021	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2021	1 Apr 2021	Receipt by Standing order		120.00	456.05
4 May 2021	4 May 2021	Receipt by Standing order		120.00	336.05
1 Jun 2021	1 Jun 2021	Receipt by Standing order		120.00	216.05
1 Jul 2021	1 Jul 2021	Receipt by Standing order		120.00	96.05
2 Aug 2021	2 Aug 2021	Receipt by Standing order		120.00	-23.95
1 Sep 2021	1 Sep 2021	Receipt by Standing order		120.00	-143.95
1 Oct 2021	31 Mar 2022	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2021	1 Oct 2021	Receipt by Standing order		120.00	456.05
1 Nov 2021	1 Nov 2021	Receipt by Standing order		120.00	336.05
1 Dec 2021	1 Dec 2021	Receipt by Standing order		120.00	216.05

Continued

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Date: 26 Jan 2026
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STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
4 Jan 2022	4 Jan 2022	Receipt by Standing order		120.00	96.05
1 Feb 2022	1 Feb 2022	Receipt by Standing order		120.00	-23.95
1 Mar 2022	1 Mar 2022	Receipt by Standing order		120.00	-143.95
1 Apr 2022	30 Sep 2022	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2022	1 Apr 2022	Receipt by Standing order		120.00	456.05
3 May 2022	3 May 2022	Receipt by Standing order		120.00	336.05
1 Jun 2022	1 Jun 2022	Receipt by Standing order		120.00	216.05
1 Jul 2022	1 Jul 2022	Receipt by Standing order		120.00	96.05
1 Aug 2022	1 Aug 2022	Receipt by Standing order		120.00	-23.95
1 Sep 2022	1 Sep 2022	Receipt by Standing order		120.00	-143.95
1 Oct 2022	31 Mar 2023	Half Yearly Service Charge in Advance	720.00		576.05
3 Oct 2022	3 Oct 2022	Receipt by Standing order		120.00	456.05
1 Nov 2022	1 Nov 2022	Receipt by Standing order		120.00	336.05
1 Dec 2022	1 Dec 2022	Receipt by Standing order		120.00	216.05
3 Jan 2023	3 Jan 2023	Receipt by Standing order		120.00	96.05
1 Feb 2023	1 Feb 2023	Receipt by Standing order		120.00	-23.95
1 Mar 2023	1 Mar 2023	Receipt by Standing order		120.00	-143.95
27 Mar 2023	27 Mar 2023	Receipt by Standing order		143.95	-287.90

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Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2023	30 Sep 2023	Half Yearly Service Charge in Advance	887.88		599.98
3 Apr 2023	3 Apr 2023	Receipt by Standing order		147.98	452.00
2 May 2023	2 May 2023	Receipt by Standing order		147.98	304.02
1 Jun 2023	1 Jun 2023	Receipt by Standing order		147.98	156.04
3 Jul 2023	3 Jul 2023	Receipt by Standing order		147.98	8.06
1 Aug 2023	1 Aug 2023	Receipt by Standing order		147.98	-139.92
1 Sep 2023	1 Sep 2023	Receipt by Standing order		147.98	-287.90
14 Sep 2023	14 Sep 2023	Receipt by Standing order		8.06	-295.96
1 Oct 2023	31 Mar 2024	Half Yearly Service Charge in Advance	887.88		591.92
2 Oct 2023	2 Oct 2023	Receipt by Standing order		147.98	443.94
1 Nov 2023	1 Nov 2023	Receipt by Standing order		147.98	295.96
1 Dec 2023	1 Dec 2023	Receipt by Standing order		147.98	147.98
2 Jan 2024	2 Jan 2024	Receipt by Standing order		147.98	
1 Feb 2024	1 Feb 2024	Receipt by Standing order		147.98	-147.98
1 Mar 2024	1 Mar 2024	Receipt by Standing order		147.98	-295.96
1 Apr 2024	30 Sep 2024	Half Yearly Service Charge in Advance	886.45		590.49
2 Apr 2024	2 Apr 2024	Receipt by Standing order		123.08	467.41
1 May 2024	1 May 2024	Receipt by Standing order		123.08	344.33

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WESTERN PERMANENT PROPERTY

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Date: 26 Jan 2026
Ref: 006-01-013

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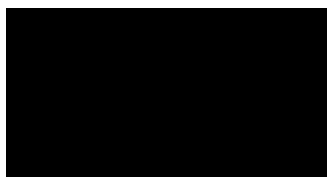
Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
3 Jun 2024	3 Jun 2024	Receipt by Standing order		123.08	221.25
1 Jul 2024	1 Jul 2024	Receipt by Standing order		123.08	98.17
1 Aug 2024	1 Aug 2024	Receipt by Standing order		123.08	-24.91
2 Sep 2024	2 Sep 2024	Receipt by Standing order		123.08	-147.99
1 Oct 2024	31 Mar 2025	Half Yearly Service Charge in Advance	886.45		738.46
1 Oct 2024	1 Oct 2024	Receipt by Standing order		123.08	615.38
1 Nov 2024	1 Nov 2024	Receipt by Standing order		123.08	492.30
2 Dec 2024	2 Dec 2024	Receipt by Standing order		123.08	369.22
2 Jan 2025	2 Jan 2025	Receipt by Standing order		123.08	246.14
3 Feb 2025	3 Feb 2025	Receipt by Standing order		123.08	123.06
3 Mar 2025	3 Mar 2025	Receipt by Standing order		123.08	-0.02
1 Apr 2025	30 Sep 2025	Half Yearly Service Charge in Advance	1,048.22		1048.20
1 Apr 2025	1 Apr 2025	Receipt by Standing order		174.70	873.50
1 May 2025	1 May 2025	Receipt by Standing order		174.70	698.80
2 Jun 2025	2 Jun 2025	Receipt by Standing order		174.70	524.10
1 Jul 2025	1 Jul 2025	Receipt by Standing order		174.70	349.40
1 Aug 2025	1 Aug 2025	Receipt by Standing order		174.70	174.70
1 Sep 2025	1 Sep 2025	Receipt by Standing order		174.70	

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS



Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 26 Jan 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
10 Sep 2025	10 Sep 2025	Section 20 Building Repair Works	2,998.93		2998.93
10 Sep 2025	10 Sep 2025	Section 20 Scaffolding	1,242.86		4241.79
10 Sep 2025	10 Sep 2025	Section 20 Structural Engineer	212.14		4453.93
10 Sep 2025	10 Sep 2025	Section 20 Temporary Accommodation	178.57		4632.50
10 Sep 2025	10 Sep 2025	Section 20 Emergency Works	187.93		4820.43
10 Sep 2025	10 Sep 2025	Section 20 Contingency	482.04		5302.47
10 Sep 2025	10 Sep 2025	Section 20 Administration Fee	289.23		5591.70
12 Sep 2025	12 Sep 2025	Receipt by BACS		5,591.70	
1 Oct 2025	31 Mar 2026	Half Yearly Service Charge in Advance	1,048.22		1048.22
1 Oct 2025	1 Oct 2025	Receipt by Standing order		174.70	873.52
3 Nov 2025	3 Nov 2025	Receipt by Standing order		174.70	698.82
1 Dec 2025	1 Dec 2025	Receipt by Standing order		174.70	524.12
2 Jan 2026	2 Jan 2026	Receipt by Standing order		174.70	349.42
Total Due/Paid:			29,780.38	29,430.96	
			Total Due:		349.42

Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX
Tel: 029 2023 5151 Fax: 029 2066 8806 Email: info@wppmc.com Website: www.wppmc.com



□ □ □ □ □

From: Brian Payne <>

Sent: 09 July 2026 14:33

Subject: [EXTERNAL] 13. Cogan court up for auction

The following was posted today regarding the scaffolding etc at Cogan Court and is on the what's app for the owners of the flats at Cogan Court.

Hi all, just a brief update with the ongoing work. Due to the heat they're apparently had difficulties with cementing the joints so the cladding has been delayed. It's expected to take another week or two.

Once complete we can push to get the scaffolding removed as long as everything gets signed off.

Thanks for everyone's patience with this especially if scaffolding is effecting the enjoyment of the weather. I'll send through any further updates as and when received.

[illegible]

Thanks

100

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ASBESTOS MANAGEMENT SURVEY

in respect of:-

**COGAN COURT
COGAN PILL ROAD
PENARTH
CF64 2NQ**

Inspecting Surveyor:

Luke McCarthy BSc (Hons)

Instructed by:

Iwan Thomas
Western Permanent Property
46 Whitchurch Road
Cardiff
CF14 3LX

Instructed Surveyors:

Alex French Associates Ltd
26 Augusta Road
Penarth, CF64 5RJ
Tel: (029) 2035 0395

Ref: 157-25

- Disabled Adaptations
- Project Management
- Asbestos Surveys
- CDM Consultants
- Expert Witness Reports
- Ecodeal Assessors

- Party Wall Matters
- Building Defect Reports
- Condition Surveys
- Property Maintenance
- Damp Surveys
- Architectural Design/Plans

Alex French Associates Ltd
Registered in England & Wales
Company No: 7258625



www.alexfrenchassociates.co.uk

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2. General site and survey information
3. Legislation
4. Survey Report
5. Risk Assessment
6. Site Survey Analysis
7. Samples
8. Recommendations
9. Quality Assurance

Appendix 1: Bulk Analysis Report

Appendix 2: Building Plan

Appendix 3: Survey Assessment Sheets

Appendix 4: Material Risk Assessment Algorithm

Appendix 5: Priority Risk Assessment Algorithm

INTRODUCTION

Alex French Associates Ltd received instructions from Iwan Thomas of Western Permanent Property Management Company, 46 Whitchurch Road, Cardiff, CF14 3LX, to carry out an Asbestos Management Survey on Cogan Court, Cogan Pill Road, Penarth, CF64 2NQ. The purpose of the survey is to produce an asbestos register that will help to facilitate a management plan for dealing with asbestos on the premises.

Mr Luke McCarthy BSc on behalf of Alex French Associates Ltd carried out the survey on the 2nd of September 2025. This report was subsequently produced on the 15th September 2025.

The following report identifies and records, as far as reasonably practicable, the location, extent and product type of any presumed or known asbestos containing materials (ACMs).

The report also records information on the accessibility, condition and surface treatment of any presumed or known ACMs. In order to determine whether asbestos was present and, if so, its type, representative samples of suspect materials were sent for laboratory identification.

This report should not be relied upon as a pre-purchase survey and has been prepared for the purpose of managing asbestos.

GENERAL SITE AND SURVEY INFORMATION

The property

Cogan Court is a three storey, purpose-built property separated into self-contained flats. Cogan Court is situated close to the outskirts of Penarth and thought to be in the region of fifty years of age.

The inspection

For the purpose of this survey, the inspection covered the internal communal areas of the property. We were unable to gain access to the cupboards during the first survey, however, we were able to return on the 29th of September and gain access to all cupboards except for 1 in Block 1.

The survey was undertaken during normal working hours and the building was occupied at the time of the survey. All services were working at the time of the inspection.

The survey, which was carried out under the guidance of HSG264, visually identified any suspect materials, which are then sampled and sent for analysis.

Limitations

Areas where asbestos may be present but cannot be sampled due to restrictions: -

- Conduits/Ducting/Flues (access to conduits and ducts may be restricted)
- Flooring (carpets and other floor types were not removed).
- Electrical Switchgear, cabling, heating elements and plant machinery.
- Fire doors and lift shafts
- Insulation and coating materials.
- Areas over 3.0m in height.
- Damp Proof Course.

In the absence of laboratory analysis many non-asbestos materials may be presumed to contain asbestos unless there is other evidence to suggest otherwise.

LEGISLATION

1. The Health and Safety at Work Act 1974 requires an employer to provide a safe workplace.
2. The Management of Health and Safety at Work Regulations (1999) requires that: Every employer shall make a suitable and sufficient assessment of:
 - a) The risks to which his or her employees are exposed whilst at work; and
 - b) The risks to the health and safety of persons not in his or her employment.
3. Work with asbestos is covered by its own set of regulations, the Control of Asbestos Regulations (CAR) 2012.

CAR requires the Duty Holder to access and manage the risk from asbestos in premises. The risks will vary with circumstances, ranging from normal occupation of a building to the repair, refurbishment and demolition of the premises, and they will each need to be assessed. This assessment will be used to produce a management plan, which details and records the actions to be undertaken to manage and reduce the risks from asbestos. The broad requirements on employers are to:

- **take reasonable steps to determine the location of materials likely to contain asbestos;**
- **presume materials contain asbestos, unless there are good reasons not to do so;**
- **make and maintain a written record of the location of the asbestos and presumed asbestos materials;**
- **monitor the condition of asbestos and presumed asbestos materials;**
- **assess the risk of exposure from the asbestos and presumed asbestos materials and document the actions necessary to manage the risk; and**
- **take steps to see that the actions above are carried out.**

To manage the risk from asbestos-containing materials you will need to:

- **keep and maintain an up-to-date record of the location, condition, maintenance and removal of all asbestos-containing materials on the premises;**
- **repair, seal or remove, if there is a risk of exposure due to its condition or location;**
- **maintain it in a good state of repair and regularly monitor the condition;**
- **inform anyone who is likely to disturb it about the location and condition of the material;**
- **have arrangements and procedures in place, so that work which may disturb the materials complies with CAR 2012; and**
- **review the plan at regular intervals and make changes to the plan and arrangements if circumstances change.**

SURVEY REPORT

Nineteen samples of suspected asbestos containing materials were collected from within the premises.

The sampling locations have been identified on the table below and the samples have been given a reference number that responds to the enclosed Certificate of Analysis.

The location of the sampled materials within the building are as follows: -

Sample Ref No	Location	Position	Product Type	Extent	Condition & Surface Treatment	Result	MRA*
157-25-01	Garage	Roof	Asbestos Cement	250 sqm	Medium damage, bonded	Chrysotile	5
157-25-02	Left-Hand Side Shed Roof	Roof	Asbestos Cement	20 sqm	Medium damage, bonded	Chrysotile	5
157-25-03	Block 2 Ground Floor	Ceiling	Decorative textured coating	10 sqm	Low damage, painted	Chrysotile	3
157-25-04	Block 2 First Floor	Ceiling	Decorative textured coating	6 sqm	Low damage, painted	Chrysotile	3
157-25-05	Block 2 First Floor Hallway	Ceiling	Decorative textured coating	3 sqm	Low damage, painted	Chrysotile	3
157-25-06	Block 2 Second Floor	Ceiling	Decorative textured coating	6 sqm	Low damage, painted	Chrysotile	3
157-25-07	Block 2 Second Floor Hallway	Ceiling	Decorative textured coating	3 sqm	Low damage, painted	Chrysotile	3
157-25-08	Block 3 Ground Floor	Ceiling	Decorative textured coating	10 sqm	Low damage, painted	Chrysotile	3
157-25-09	Block 3 First Floor	Ceiling	Decorative textured coating	6 sqm	Low damage, painted	Chrysotile	3
157-25-10	Block 3 First Floor Hallway	Ceiling	Decorative textured coating	3 sqm	Low damage, painted	Chrysotile	3
157-25-11	Block 3 Second Floor	Ceiling	Decorative textured coating	6 sqm	Low damage, painted	Chrysotile	3
157-25-12	Block 3 Second Floor Hallway	Ceiling	Decorative textured coating	3 sqm	Low damage, painted	Chrysotile	3

Sample Ref No	Location	Position	Product Type	Extent	Condition & Surface Treatment	Result	MRA*
157-25-13	Block 1 Ground Floor	Ceiling	Decorative textured coating	25 sqm	Low damage, painted	Chrysotile	3
157-25-14	Right-Hand Side Shed	Roof	Asbestos Cement	10 sqm	Medium damage, bonded	Chrysotile	5
157-25-15	Block 4 Ground Floor	Ceiling	Decorative textured coating	16 sqm	Low damage, painted	Chrysotile	3
157-25-16	Block 4 First Floor	Ceiling	Decorative textured coating	16 sqm	Low damage, painted	Chrysotile	3
157-25-17	Block 4 Second Floor	Ceiling	Decorative textured coating	16 sqm	Low damage, painted	Chrysotile	3
157-25-99	Block 1 Cupboard	Pipework	Textile	1 sqm	Low damage, bonded	NADIS	4
157-25-100	Block 1 Cupboard	Ceiling	Cement	6 sqm	Low damage, painted	NADIS	3

KEY: MRA Material Risk Assessment
NADIS No Asbestos Detected In Sample

* See Risk Assessment section for further details

Laboratory analysis was carried out as specified by Guidance Report HSG248.

RISK ASSESSMENT

Material Risk Assessment Table

Total	Risk
10+	High potential to release fibres if disturbed
9 – 7	Medium potential to release fibres if disturbed
6 – 5	Low potential to release fibres if disturbed
4 and below	Very low potential to release fibres if disturbed

The material assessment identifies the high-risk materials, i.e. those which will readily release airborne fibres if disturbed, however, it doesn't automatically follow that those materials assigned the highest score in the assessment will be the materials which will be given priority for remedial action.

Management priority must be determined by carrying out a priority risk assessment which will take into account factors such as: - the location of the material; its extent; the use to which the location is put; the occupancy of the area; the activities carried out in the area and the likelihood/frequency with which maintenance activities are to take place.

The priority risk assessment can only be carried out with detailed knowledge of all of the above. Although the surveyor may have some of the information, and may be part of the assessment process, the duty holder under CAR 2012 (Control of Asbestos Regulations) is required to make the priority risk assessment using the information given in the survey together with their detailed knowledge of the activities carried out within the premises. The priority risk assessment will form the basis of the management plan.

SITE SURVEY ANALYSIS

EXTERIOR

- We were unable to inspect the main roof due to height restrictions.
- The roof covering to the garage blocks were suspected of containing asbestos, therefore, a sample was taken and sent for laboratory analysis. **SAMPLE 157-25-01**
- The roof covering to the left-hand side shed block were suspected of containing asbestos, therefore, a sample was taken and sent for laboratory analysis. **SAMPLE 157-25-02**
- The roof covering to the right-hand side shed block were suspected of containing asbestos, therefore, a sample was taken and sent for laboratory analysis. **SAMPLE 157-25-14**
- The main walls are of brick construction.
- The windows are made of UPVC.
- The rainwater goods comprised of UPVC.
- Large sections of the external faces were covered and had access blocked due to scaffolding from ongoing work.

INTERIOR

The interior briefly comprises.

Basement floor:	Block 1 Lobby
Ground floor:	Block 2, 3 & 4 Entrance Lobbies
First floor:	Block 2,3 & 4 Landings, Block 2 & 3 Hallways
Second floor:	Block 2,3 & 4 Landings, Block 2 & 3 Hallways

The internal construction generally comprises Artex ceilings with a paint finish, the walls were of solid construction, softwood timber joinery and carpet flooring.

OBSERVATIONS

BASEMENT FLOOR

Block 1 Lobby

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-13.**
- A cupboard was noted by the front door, however, there was no access to inspect internally.
- A second cupboard was noted, this was suspected of containing asbestos containing material to the ceiling, therefore, a sample was taken and sent for laboratory analysis **SAMPLE 157-25-100.**
- A third cupboard was noted, this was suspected of containing asbestos containing material to the pipework, therefore, a sample was taken and sent for laboratory analysis **SAMPLE 157-25-99.**

GROUND FLOOR

Block 2 Entrance lobby

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-03.**
- Multiple cupboards were noted, however, there were no signs of asbestos containing materials.

Block 3 Entrance lobby

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-08.**
- Multiple cupboards were noted, however, there were no signs of asbestos containing materials.

Block 4 Entrance lobby

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-15.**

FIRST FLOOR

Block 2 Landing

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-04.**

Block 2 Hallway

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-05.**

Block 3 Landing

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-09.**

Block 3 Hallway

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-10.**

Block 4 Landing

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-16.**

SECOND FLOOR

Block 2 Landing

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-06.**

Block 2 Hallway

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-07.**

Block 3 Landing

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-11.**
-

Block 3 Hallway

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-12.**

Block 4 Landing

- The decorative textured coating to the ceiling was suspected of containing asbestos, therefore a sample was taken and sent for laboratory analysis **SAMPLE 157-25-17.**

SAMPLES

During the survey, seventeen samples were taken from material suspected of containing asbestos and sent for laboratory analysis.

Sample 157-25-01	Asbestos Cement
Sample 157-25-02	Asbestos Cement
Sample 157-25-03	Decorative textured coating
Sample 157-25-04	Decorative textured coating
Sample 157-25-05	Decorative textured coating
Sample 157-25-06	Decorative textured coating
Sample 157-25-07	Decorative textured coating
Sample 157-25-08	Decorative textured coating
Sample 157-25-09	Decorative textured coating
Sample 157-25-10	Decorative textured coating
Sample 157-25-11	Decorative textured coating
Sample 157-25-12	Decorative textured coating
Sample 157-25-13	Decorative textured coating
Sample 157-25-14	Asbestos Cement
Sample 157-25-15	Decorative textured coating
Sample 157-25-16	Decorative textured coating
Sample 157-25-17	Decorative textured coating
Sample 157-25-99	Textile
Sample 157-25-100	Cement

The laboratory analysis revealed that;

Sample 157-25-01 contains chrysotile asbestos fibres.

Sample 157-25-02 contains chrysotile asbestos fibres.

Sample 157-25-03 contains chrysotile asbestos fibres.

Sample 157-25-04 contains chrysotile asbestos fibres.

Sample 157-25-05 contains chrysotile asbestos fibres.

Sample 157-25-06 contains chrysotile asbestos fibres.

Sample 157-25-07 contains chrysotile asbestos fibres.

Sample 157-25-08 contains chrysotile asbestos fibres.

Sample 157-25-09 contains chrysotile asbestos fibres.

Sample 157-25-10 contains chrysotile asbestos fibres.

Sample 157-25-11 contains chrysotile asbestos fibres.

Sample 157-25-12 contains chrysotile asbestos fibres.

Sample 157-25-13 contains chrysotile asbestos fibres.

Sample 157-25-14 contains chrysotile asbestos fibres.

Sample 157-25-15 contains chrysotile asbestos fibres.

Sample 157-25-16 contains chrysotile asbestos fibres.

Sample 157-25-17 contains chrysotile asbestos fibres.

Sample 157-25-99 does not contain asbestos fibres.

Sample 157-25-100 does not contain asbestos fibres.

RECOMMENDATIONS

During the survey, nineteen samples of potential asbestos containing materials were taken. The laboratory analysis shows that seventeen of the samples contain asbestos, therefore your management action plan does need to make provisions for dealing with asbestos.

Due to the condition of the decorative textured coating, we would recommend leaving these areas in situ, labelling and monitoring suitably. Should any damage come to the decorative textured coating, we would advise removing the asbestos containing material

The asbestos cement sheets have broken edges and areas that are in poor condition, therefore, we recommend removing this material.

If any maintenance work is to be carried out on the building, this report should be made available. Should work be planned to any of the materials that were not sampled, we recommend these materials are tested prior to work commencing.

For assistance on managing asbestos, refer to the Health and Safety Executive guidance 'Managing Asbestos in Premises', HSG227.

Any material that could not be tested should be sent for laboratory analysis prior to any demolition or disposal work.

In the absence of laboratory analysis many non-asbestos materials may be presumed to contain asbestos unless there is other evidence to suggest otherwise (see Limitations).

Following the Survey Report, the responsibility falls to the Duty Holder to produce a Priority Risk Assessment that will allow him/her to form a management action plan.

The action plan may include:

- Maintaining and updating a log of ACMs.
- Monitoring the condition of all identified and presumed ACMs (every 6-12 months).
- Restricting access to or isolating ACMs.
- Labelling or colouring for identification.
- Informing the relevant people.
- Preparing risk assessments and plans of work for any subsequent work.
- Providing any necessary training.
- Defining and using safe systems of work.
- Operating a permit to work system.

General principles for handling asbestos are: -

1. To facilitate supervision and control, high-risk jobs such as cutting and drilling should be carried out in one location.
2. All work areas should be kept clean and thoroughly cleaned on completion of work (avoid cleaning methods which cause disturbance or creation of dust e.g. sweeping).
3. Keep the materials wet during work and avoid breakage.
4. Workers should be suitably trained and wear the correct clothing (RPE/PPE).
5. Dispose of all waste in the recommended manner.
6. Avoid the use of pneumatic or abrasive power tools.
7. Isolate areas where disturbance of asbestos is likely to be significant.

For further guidance see 'Managing Asbestos in Premises', HSG227 (ISBN 0-7176-2381-5).

NB. If the asbestos containing material is in good condition and unlikely to be disturbed it may be kept on site as long as it is properly identified and managed. Any asbestos containing material should, however, be removed prior to any major refurbishment or demolition by a licensed asbestos remover.

QUALITY ASSURANCE

The Surveyor has a certificate of proficiency to carry out Building Surveys and Bulk Sampling under the British Institute of Occupational Hygiene (BIOH) Proficiency Module P402.

Due to the high degree of subjective assessment required during the survey, it is clearly important that all the procedures, the analysis of samples, assessing and documenting are clearly recorded.

The survey was carried out under the guidance of HSG264 and the Bulk Analysis was carried out under the guidance of HSG 248.

All the procedures of a surveying organisation should be quality assured by carrying out audits of completed surveys. The recommendation is that random re-surveying of about 5% of areas is undertaken. The number of repeat samples should be adequate to detect errors and will vary with the complexity and variety of the materials being surveyed. It is recommended that samples or representative sub-samples be kept after analysis for at least six months to allow checks to be made.

The Report is solely for your use and that of your professional advisers. No liability to anyone else is accepted. Should you not act upon specific, reasonable advice contained in the Report, no responsibility is accepted for the consequences.

Report prepared by:



Luke McCarthy BSc (Hons)

For and on behalf of
ALEX FRENCH ASSOCIATES LTD
Chartered Building Surveyors

Date: 15th September 2025

APPENDIX ONE

Bulk Analysis Report



CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD	
PREMIUM	
EMERGENCY	

Client:	ALEX FRENCH ASSOCIATES	Analysis Report No.	SCO/25/24802
Address:	26 AUGUSTA ROAD PENARTH CF64 5RJ	Report Date:	05/09/25
Attention:	MR ALEX FRENCH	Site Ref No.	153-25/AMF/SAAS/ACC
Site Address:	COGAN COURT COGAN PILL ROAD PENARTH CF64 2NQ	Page No:	1 Of 2
Date sample taken:	UNKNOWN	No. of Samples:	17
Date sample received:	05/09/25	Obtained:	DELIVERED
Date of Analysis:	05/09/25		

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248.
If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown. Results relate only to the items tested.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
1	153-25-01	GARAGE ROOF	CHRYSTOTILE
2	153-25-02	LEFT HAND SIDE SHED ROOF	CHRYSTOTILE
3	153-25-03	BLOCK 2 GROUND FLOOR	CHRYSTOTILE
4	153-25-04	BLOCK 2 FIRST FLOOR	CHRYSTOTILE
5	153-25-05	BLOCK 2 FIRST FLOOR – HALLWAY	CHRYSTOTILE
6	153-25-06	BLOCK 2 SECOND FLOOR	CHRYSTOTILE
7	153-25-07	BLOCK 2 SECOND FLOOR HALLWAY	CHRYSTOTILE
8	153-25-08	BLOCK 3 GROUND FLOOR	CHRYSTOTILE
9	153-25-09	BLOCK 3 FIRST FLOOR	CHRYSTOTILE
10	153-25-10	BLOCK 3 FIRST FLOOR HALLWAY	CHRYSTOTILE

KEY: NADIS – No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months. Reports & Records are retained for a minimum of 5 years.

Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.

Note: All Analysis is performed in House on the registered premises (below).

Note: Where an 'A' appears at the end of the analysis report number this means an amendment has been made to the original report. Information that has been amended will be marked with an *

Analysed by:	P ROWLAND	Authorised signatory:	
		Print name:	S.GIDDINGS – OFFICE MANAGER

BULK 001-VER 8 14-JUN-22-QCM



CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD	☐
PREMIUM	☐
EMERGENCY	☐

Client:	ALEX FRENCH ASSOCIATES	Analysis Report No.	SCO/25/24802		
Address:	26 AUGUSTA ROAD PENARTH CF64 5RJ	Report Date:	05/09/25		
Attention:	MR ALEX FRENCH	Site Ref No.	153-25/AMF/SAAS/ACC		
Site Address:	COGAN COURT COGAN PILL ROAD PENARTH CF64 2NQ	Page No:	2	Of	2
Date sample taken:	UNKNOWN	No. of Samples:	17		
Date sample received:	05/09/25	Obtained:	DELIVERED		
Date of Analysis:	05/09/25				

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248. If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown. Results relate only to the items tested.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
11	153-25-11	BLOCK 3 SECOND FLOOR	CHRYSTOTILE
12	153-25-12	BLOCK 3 SECOND FLOOR HALLWAY	CHRYSTOTILE
13	153-25-13	BLOCK 1 GROUND FLOOR	CHRYSTOTILE
14	153-25-14	RIGHT HAND SIDE SHED ROOF	CHRYSTOTILE
15	153-25-15	BLOCK 4 GROUND FLOOR	CHRYSTOTILE
16	153-25-16	BLOCK 4 FIRST FLOOR	CHRYSTOTILE
17	153-25-17	BLOCK 4 SECOND FLOOR	CHRYSTOTILE

KEY: NADIS – No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months. Reports & Records are retained for a minimum of 5 years.
 Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.
 Note: All Analysis is performed in House on the registered premises (below).
 Note: Where an 'A' appears at the end of the analysis report number this means an amendment has been made to the original report. Information that has been amended will be marked with an *.

Analysed by:	P ROWLAND	Authorised signatory:	
		Print name:	S.GIDDINGS – OFFICE MANAGER

BULK 001-VER 8 14-JUN-22-QCM



CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD	
PREMIUM	
EMERGENCY	

Client:	ALEX FRENCH ASSOCIATES	Analysis Report No.	SCO/25/27860
Address:	26 AUGUSTA ROAD PENARTH CF64 5RJ	Report Date:	02/10/25
Attention:	MR ALEX FRENCH	Site Ref No.	153- 25/AMF/SAAS/AC C
Site Address:	COGAN COURT COGAN PILL ROAD PENARTH CF64 2NQ	Page No:	1 Of 1
Date sample taken:	UNKNOWN	No. of Samples:	2
Date sample received:	02/10/25	Obtained:	DELIVERED
Date of Analysis:	02/10/25		

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248.
If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown. Results relate only to the items tested.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
1	99	BLOCK – PIPEWORK	NADIS
2	100	BLOCK 1 – CUPBOARD – CEILING	NADIS

KEY: NADIS – No Asbestos Detected in Sample

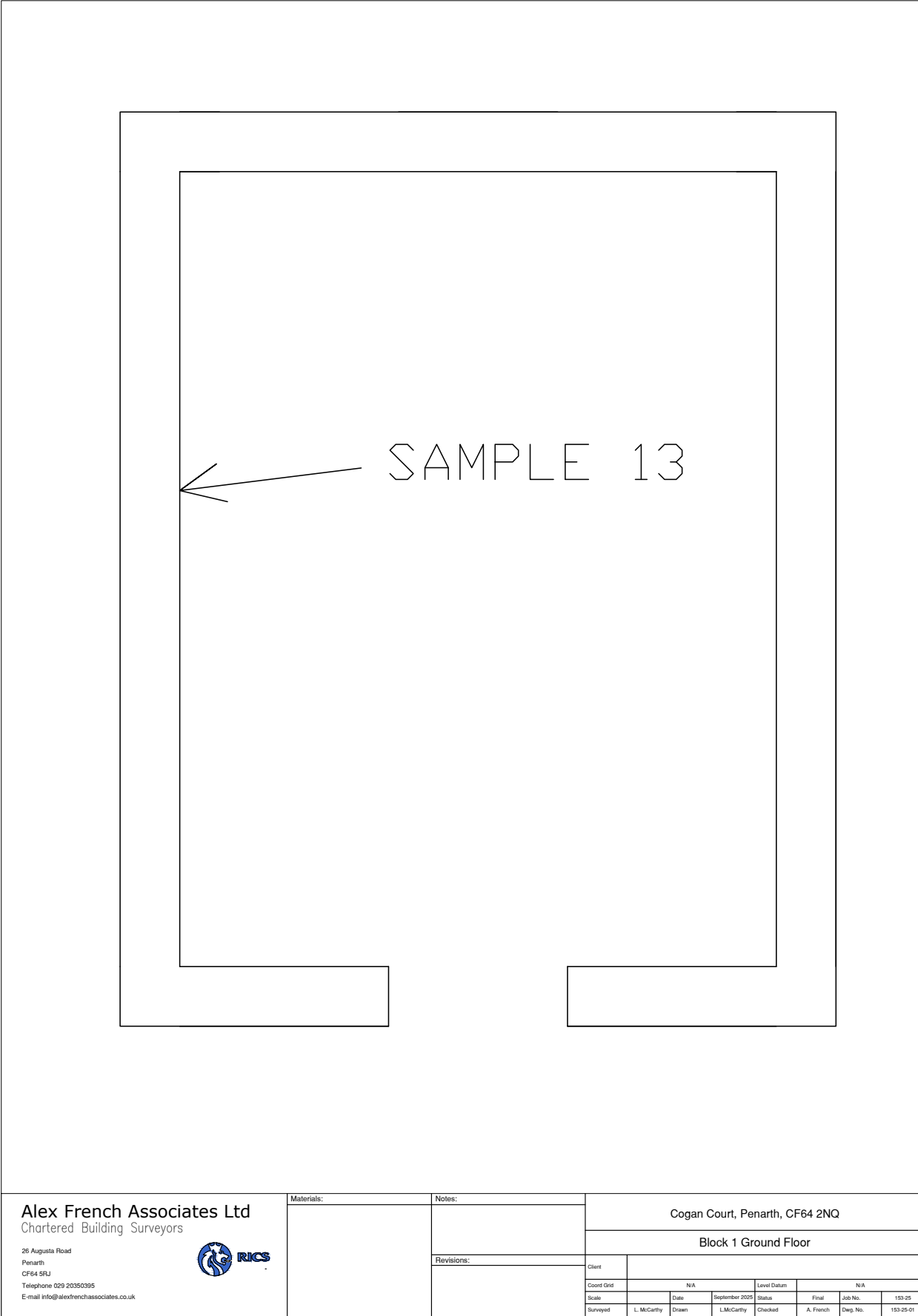
Note: All samples will be retained for a minimum of six months. Reports & Records are retained for a minimum of 5 years.
Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.
Note: All Analysis is performed in House on the registered premises (below).
Note: Where an 'A' appears at the end of the analysis report number this means an amendment has been made to the original report. Information that has been amended will be marked with an *

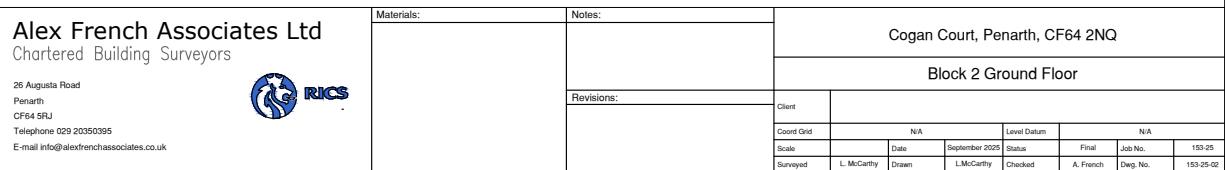
Analysed by:	J PALMER	Authorised signatory:	
		Print name:	S.GIDDINGS – OFFICE MANAGER

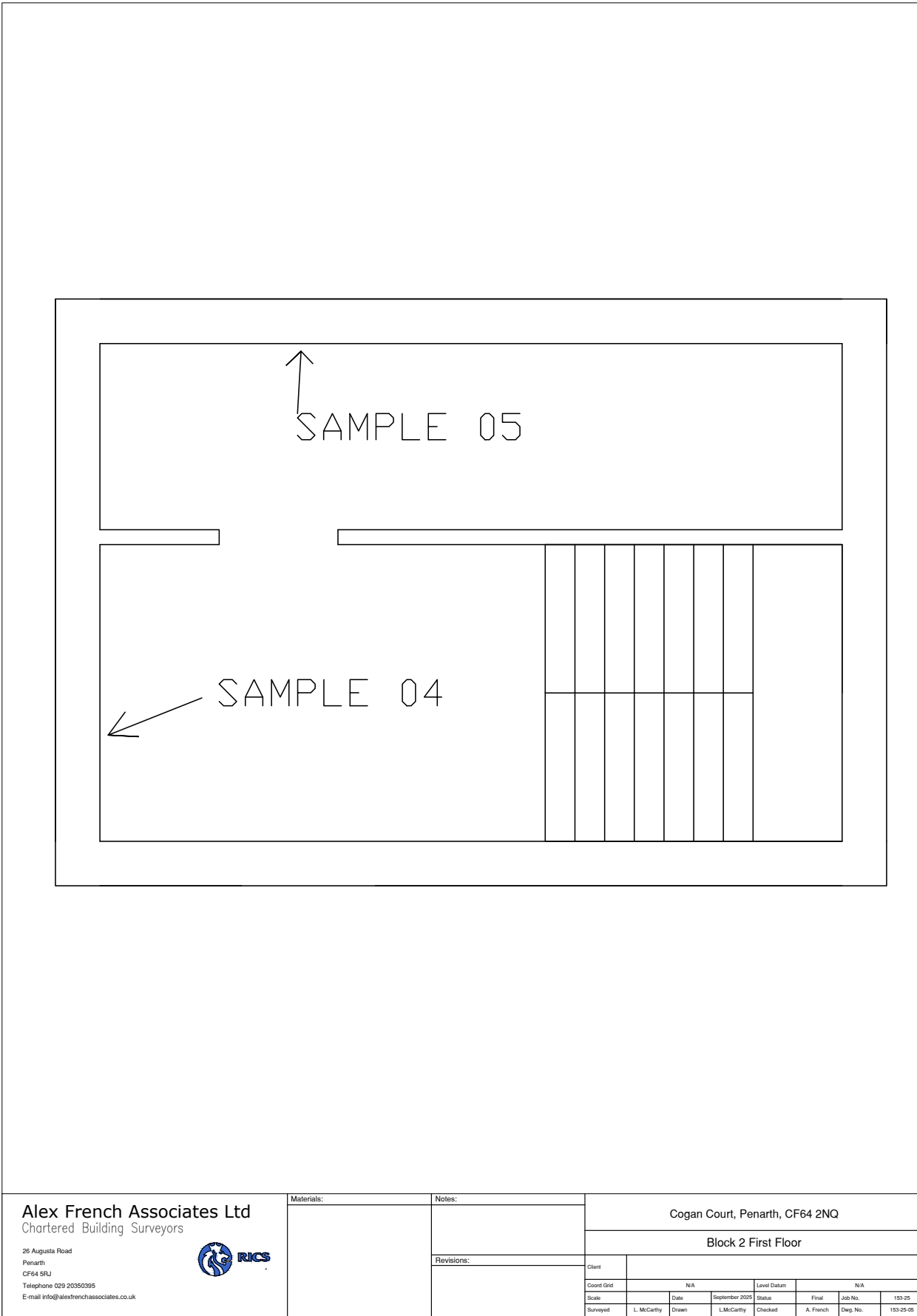
BULK 001-VER 8 14-JUN-22-QCM

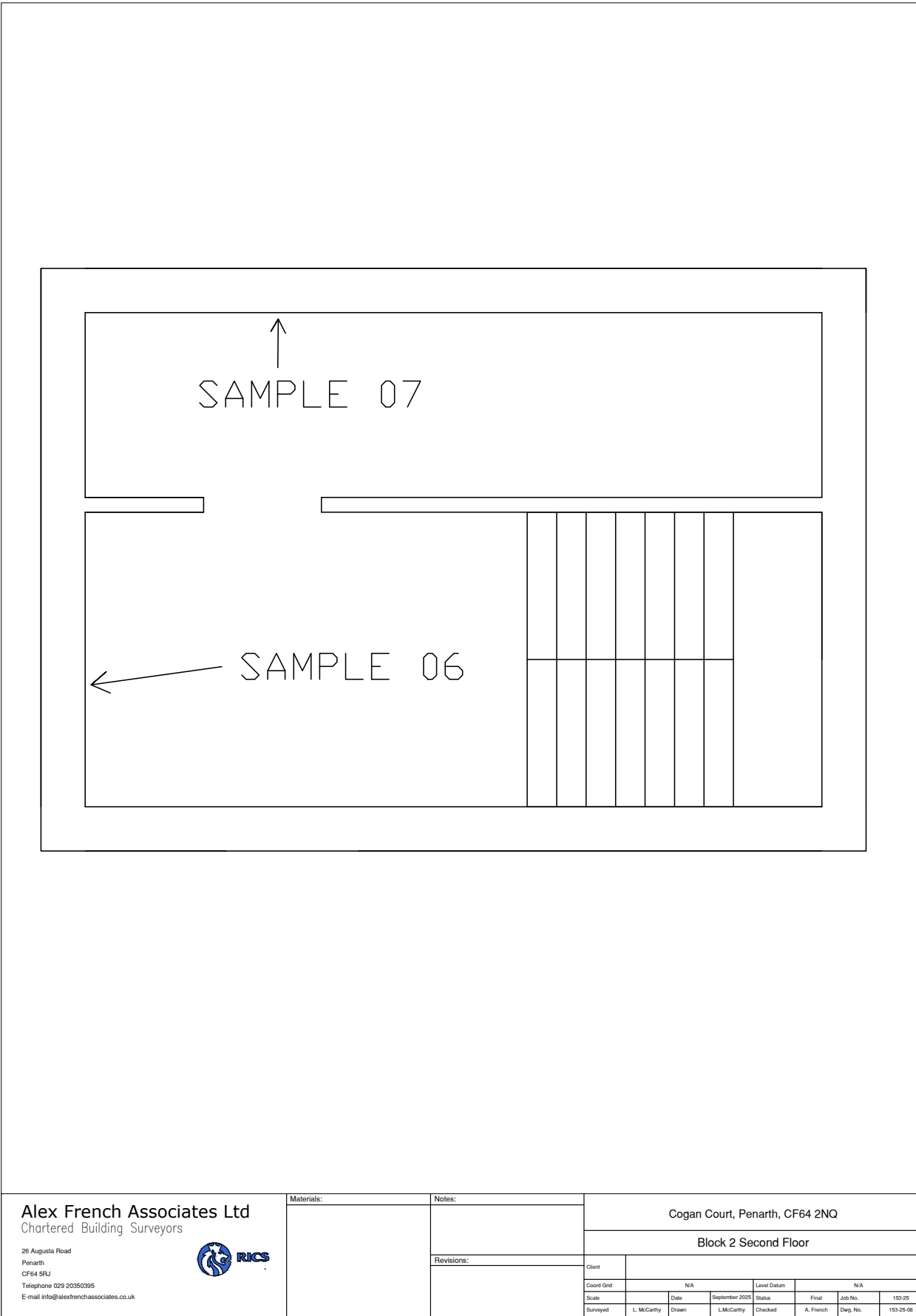
APPENDIX TWO

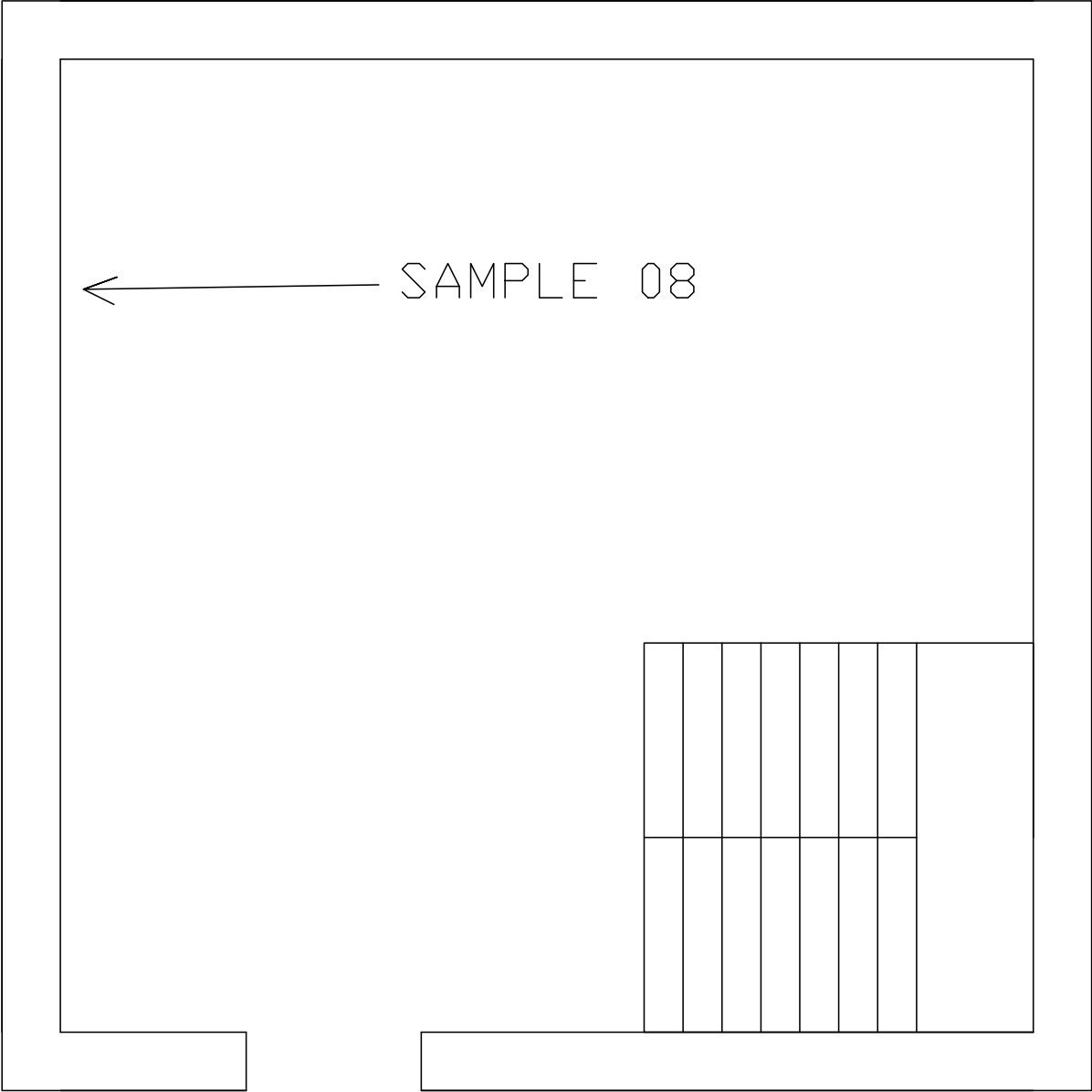
Building Plan



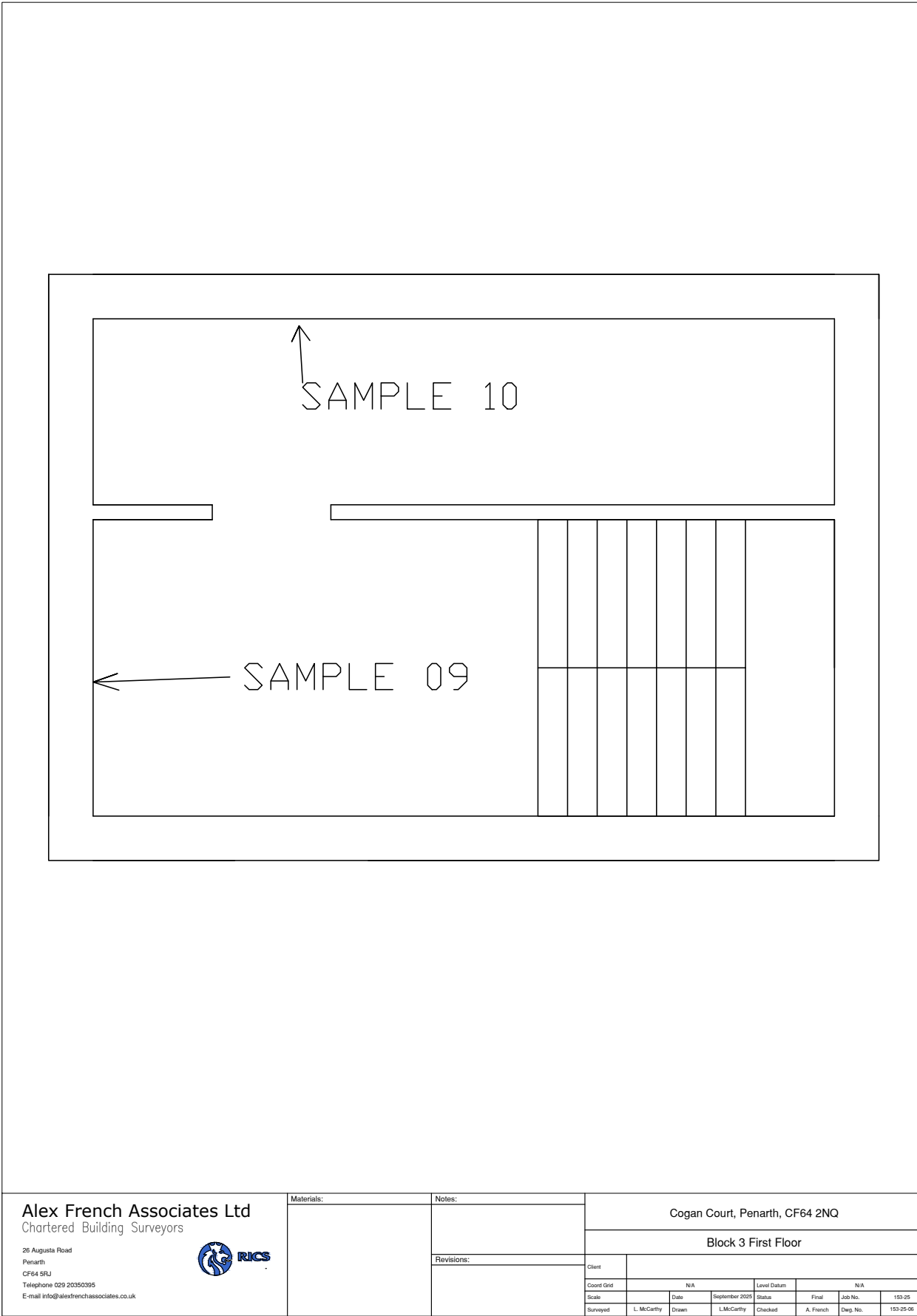




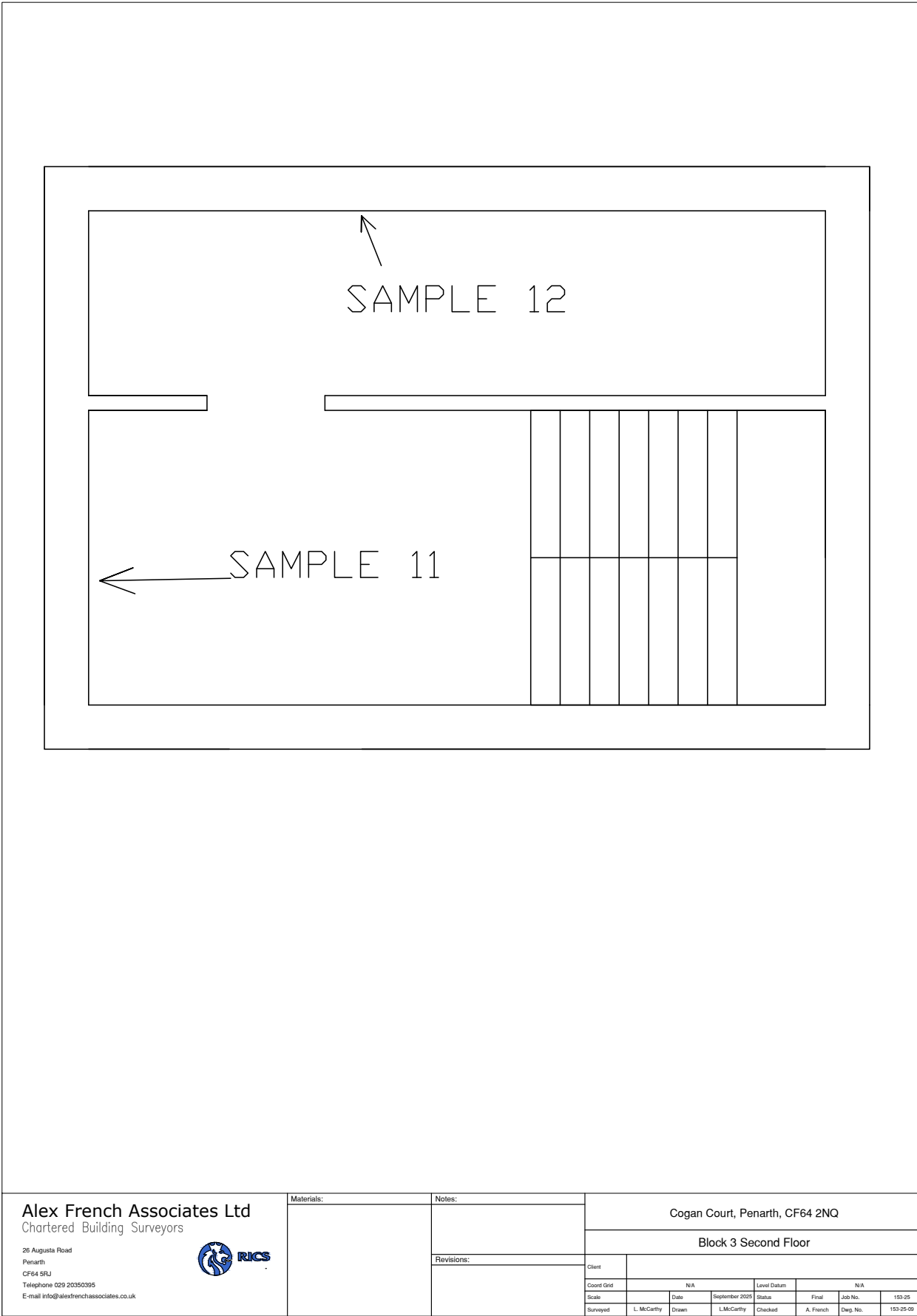


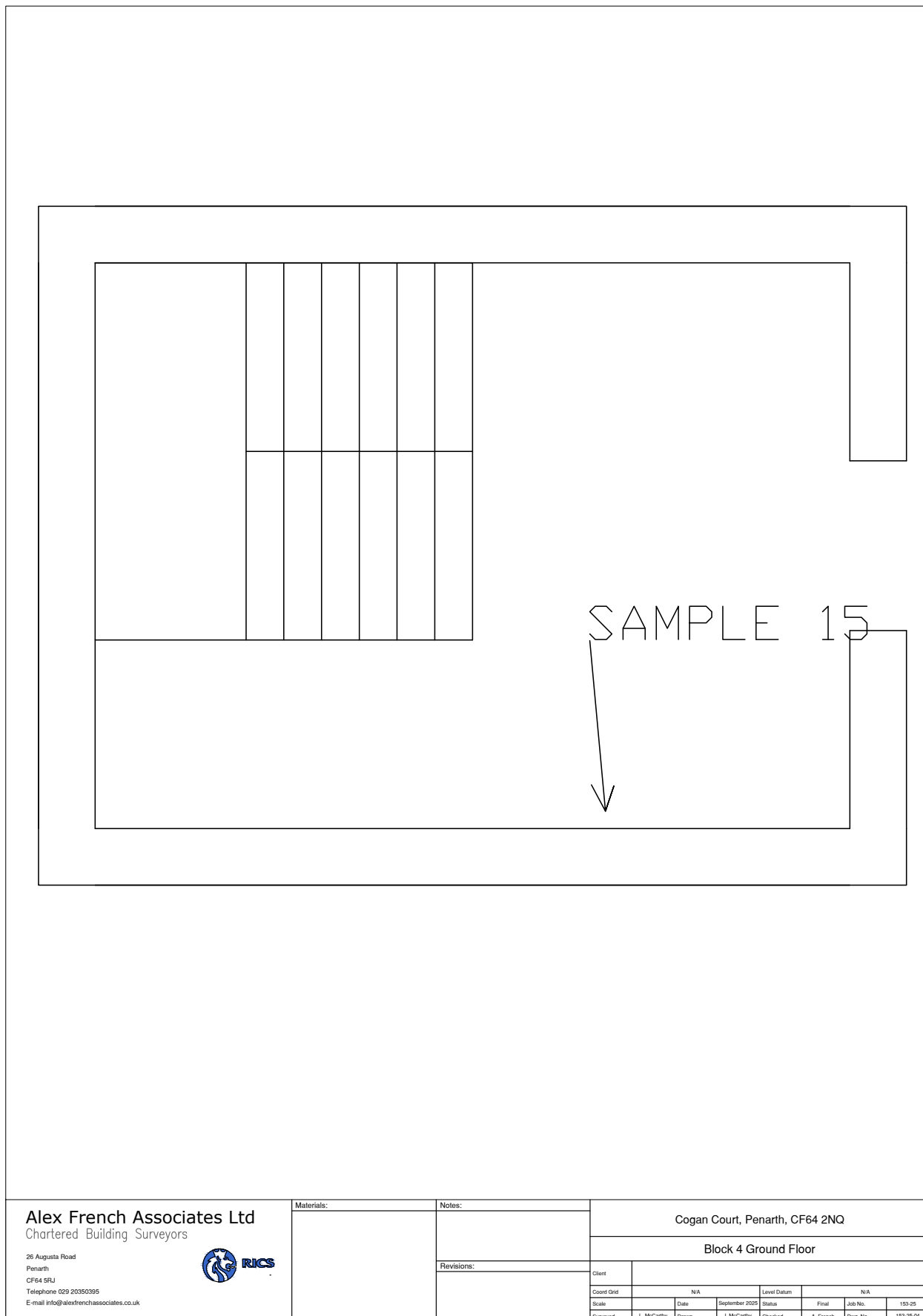


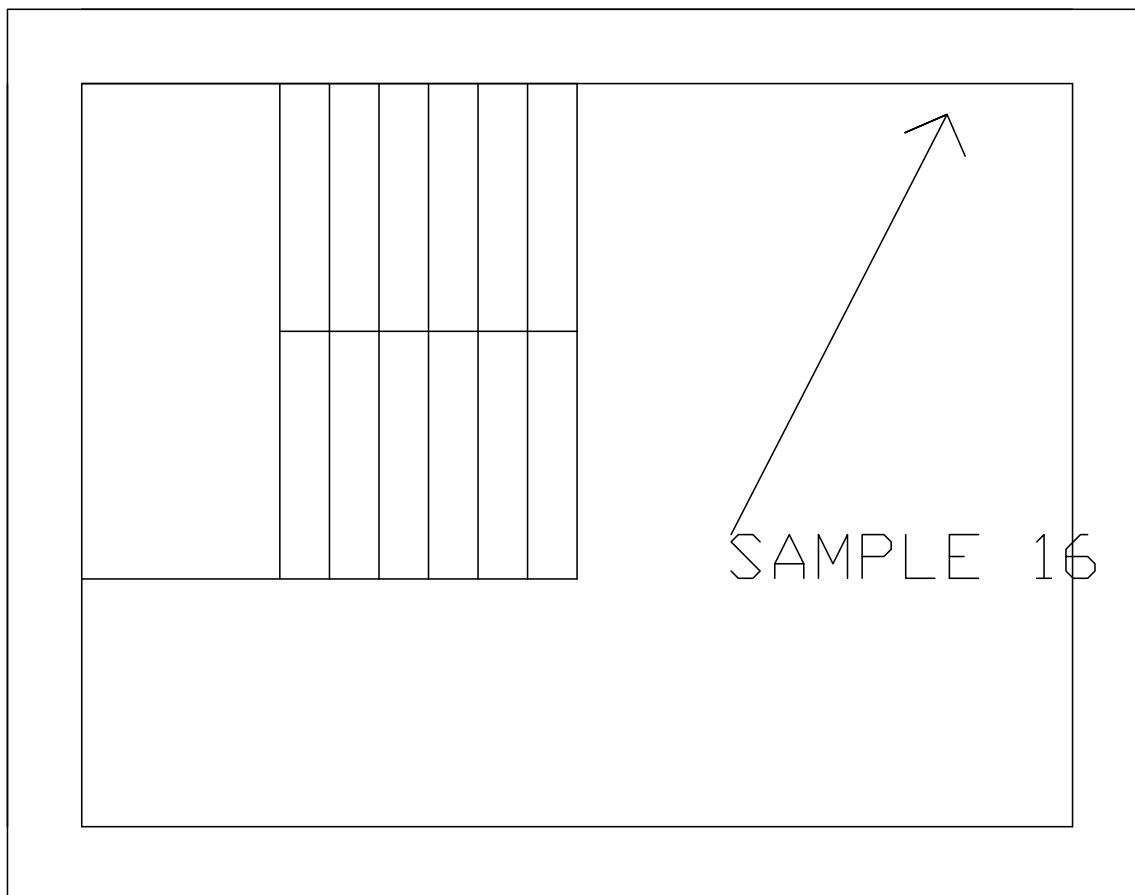
Alex French Associates Ltd Chartered Building Surveyors 26 Augusta Road Penarth CF64 5RJ Telephone 029 20350395 E-mail info@alexfrrenchassociates.co.uk 	Materials:	Notes:	Cogan Court, Penarth, CF64 2NQ							
		Revisions:	Block 3 Ground Floor							
			Client							
			Coord Grid	N/A		Level Datum		N/A		
			Scale	Date	September 2025	Status	Final	Job No.	153-25	
			Surveyed	L. McCarthy	Drawn	L. McCarthy	Checked	A. French	Dep. No.	153-25-01

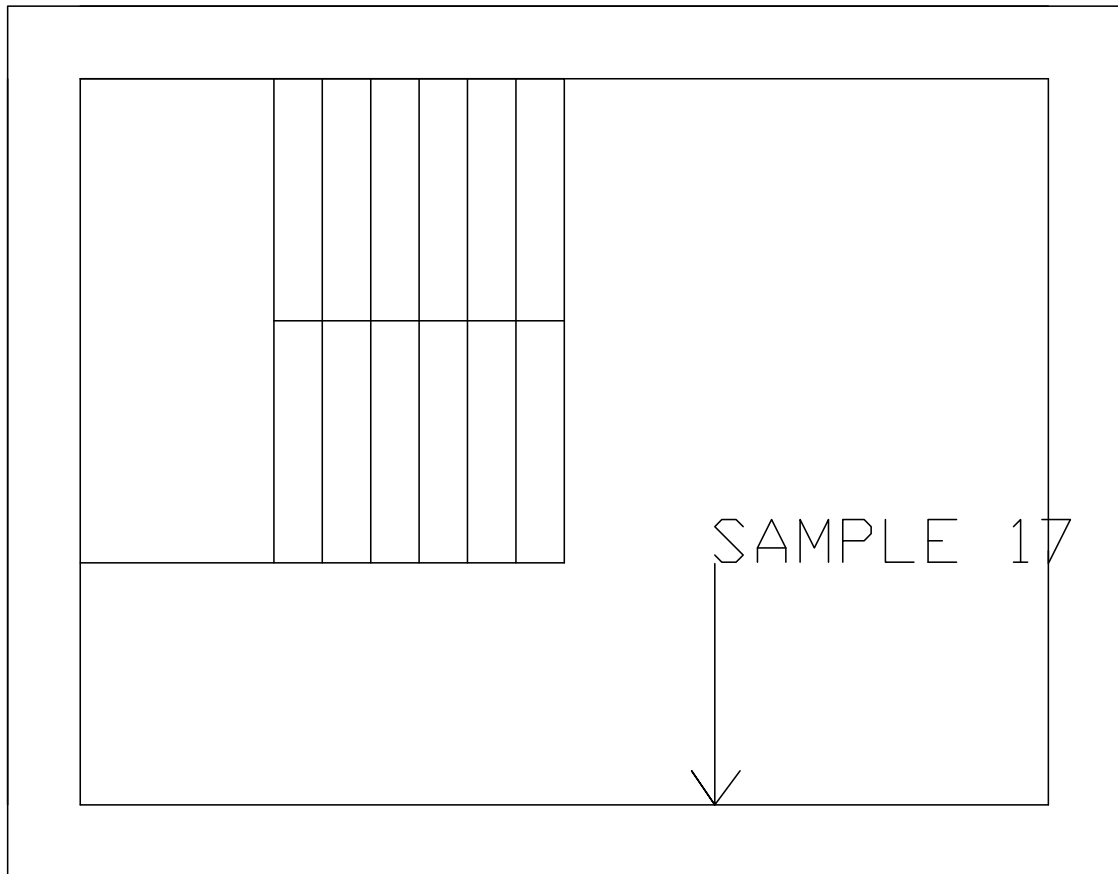


Alex French Associates Ltd Chartered Building Surveyors 26 Augusta Road Penarth CF64 5RJ Telephone 029 20350395 E-mail info@alex frenchassociates.co.uk	Materials:	Notes:	Cogan Court, Penarth, CF64 2NQ							
		Revisions:	Block 3 First Floor							
			Client							
			Coord Grid	N/A		Level Datum	N/A			
			Scale	Date	September 2025	Status	Final	Job No.	153-25	
			Surveyed	L. McCarthy	Drawn	L. McCarthy	Checked	A. French	Dep. No.	153-25-06









Alex French Associates Ltd Chartered Building Surveyors 26 Augusta Road Penarth CF64 5BU Telephone 029 20350395 E-mail info@alexfrrenchassociates.co.uk 	Materials:	Notes:	Cogan Court, Penarth, CF64 2NQ Block 4 Second Floor																													
	Revisions:	Client <table border="1"> <tr> <td colspan="2">Ground Grid</td> <td colspan="2">N/A</td> <td colspan="2">Level Datum</td> <td colspan="2">N/A</td> </tr> <tr> <td>Scale</td> <td>Date</td> <td>September 2025</td> <td>Status</td> <td>Final</td> <td>Job No.</td> <td colspan="2">153.05</td> </tr> <tr> <td>Supervised</td> <td>L. McCarthy</td> <td>Drawn</td> <td>L. McCarthy</td> <td>Checked</td> <td>A. Ffrench</td> <td>Drawn-By</td> <td>153.05.10</td> </tr> </table>	Ground Grid		N/A		Level Datum		N/A		Scale	Date	September 2025	Status	Final	Job No.	153.05		Supervised	L. McCarthy	Drawn	L. McCarthy	Checked	A. Ffrench	Drawn-By	153.05.10						
			Ground Grid		N/A		Level Datum		N/A																							
			Scale	Date	September 2025	Status	Final	Job No.	153.05																							
Supervised	L. McCarthy	Drawn	L. McCarthy	Checked	A. Ffrench	Drawn-By	153.05.10																									

APPENDIX THREE

Survey Assessment Sheets

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-01
Location:	Roof, Garage Blocks
Extent:	250 sqm
Product Type:	Asbestos Cement
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Medium Damage
Surface Treatment:	Bonded

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	2
Surface Treatment (score 0-3):	1
Asbestos Type (score 1-3):	1

Total (score between 2 - 12):	5
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(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-02
Location:	Roof, Left-hand Side Shed Block
Extent:	20 sqm
Product Type:	Asbestos Cement
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Medium Damage
Surface Treatment:	Bonded

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	2
Surface Treatment (score 0-3):	1
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 5

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-03
Location:	Ceiling, Block 2 Ground Floor
Extent:	10 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-04
Location:	Ceiling, Block 2 First Floor
Extent:	6 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-05
Location:	Ceiling, Block 2 First Floor Hallway
Extent:	3 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-06
Location:	Ceiling, Block 2 Second Floor
Extent:	6 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-07
Location:	Ceiling, Block 2 Second Floor Hallway
Extent:	3 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-08
Location:	Ceiling, Block 3 Ground Floor
Extent:	10 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-09
Location:	Ceiling, Block 3 First Floor
Extent:	6 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-10
Location:	Ceiling, Block 3 First Floor Hallway
Extent:	3 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

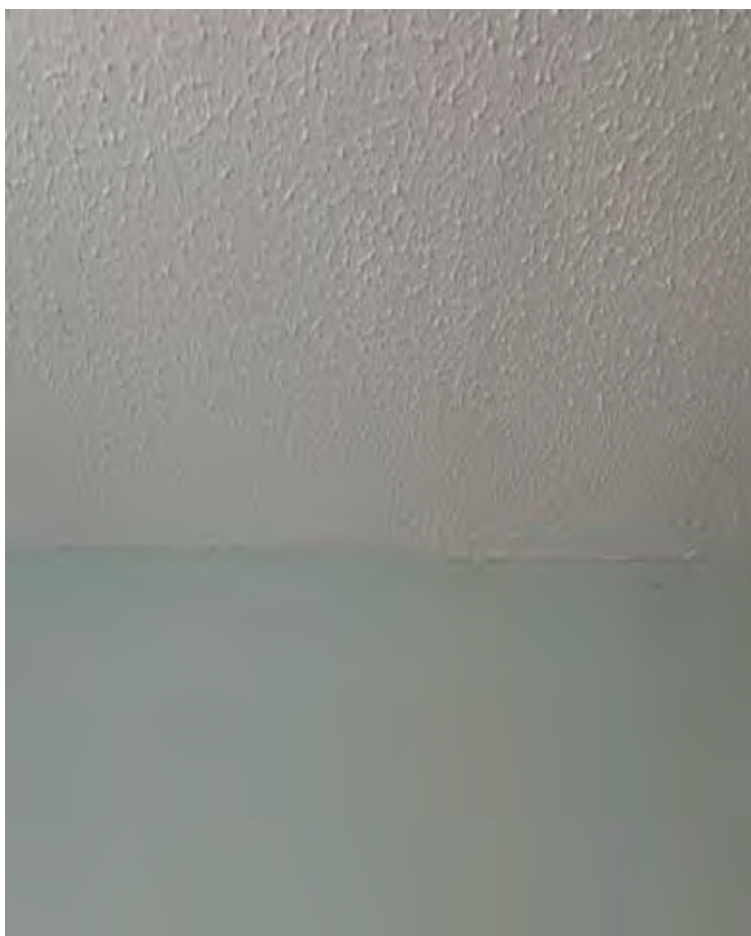
Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-11
Location:	Ceiling, Block 3 Second Floor
Extent:	6 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-12
Location:	Ceiling, Block 3 Second Floor Hallway
Extent:	3 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-13
Location:	Ceiling, Block 1
Extent:	25 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-14
Location:	Roof, Right-hand Side Shed Block
Extent:	20 sqm
Product Type:	Asbestos Cement
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Medium Damage
Surface Treatment:	Bonded

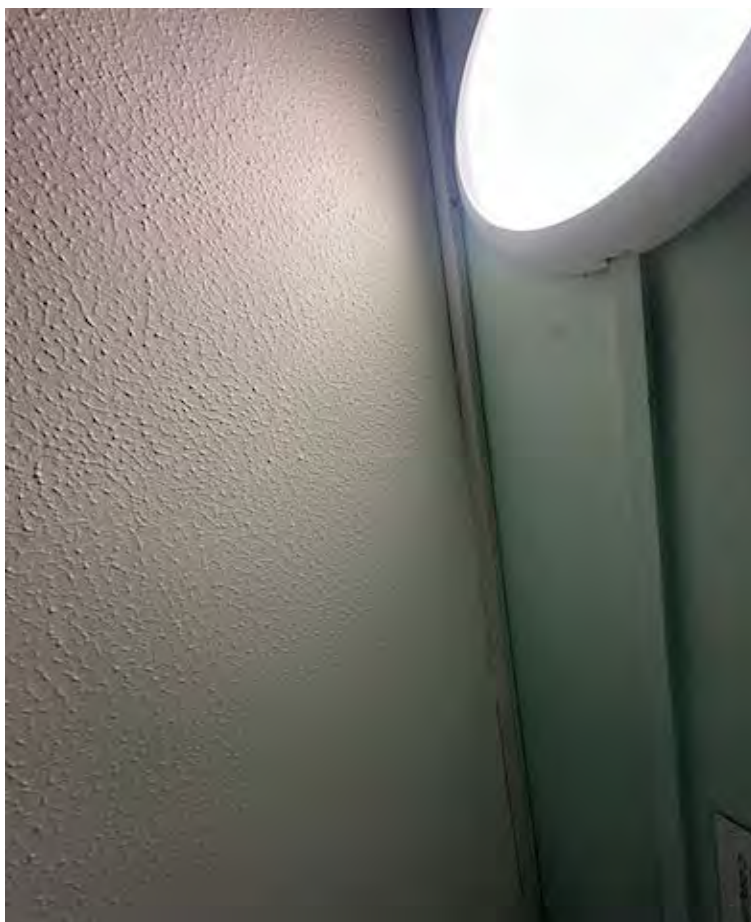
Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	2
Surface Treatment (score 0-3):	1
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 5

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-15
Location:	Ceiling, Block 4 Ground Floor
Extent:	16 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

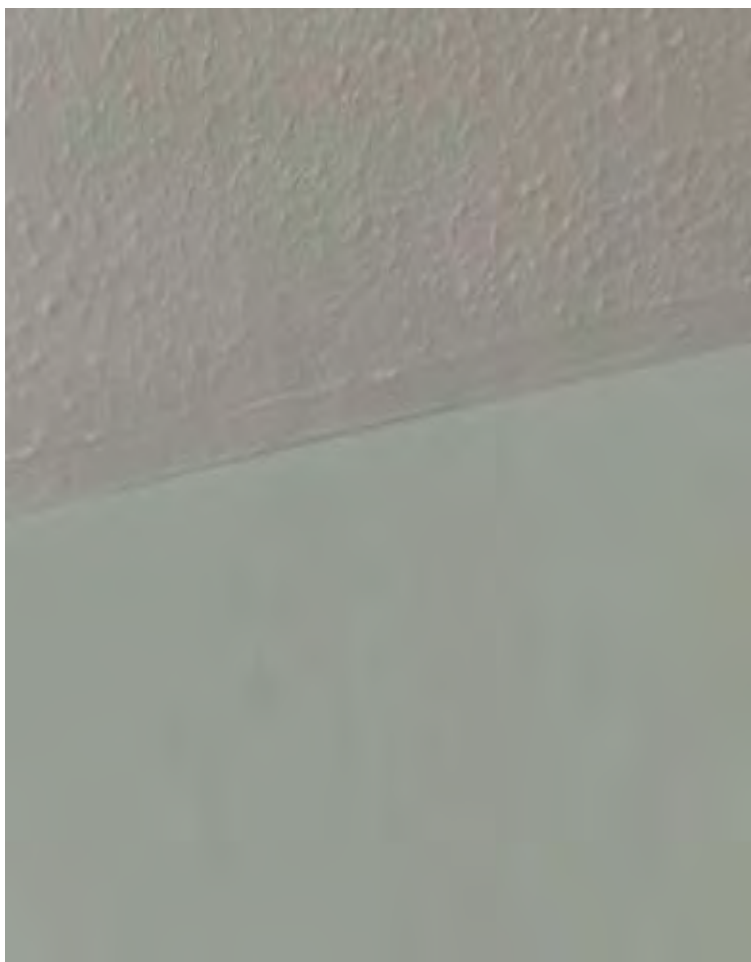
Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-16
Location:	Ceiling, Block 4 First Floor
Extent:	16 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

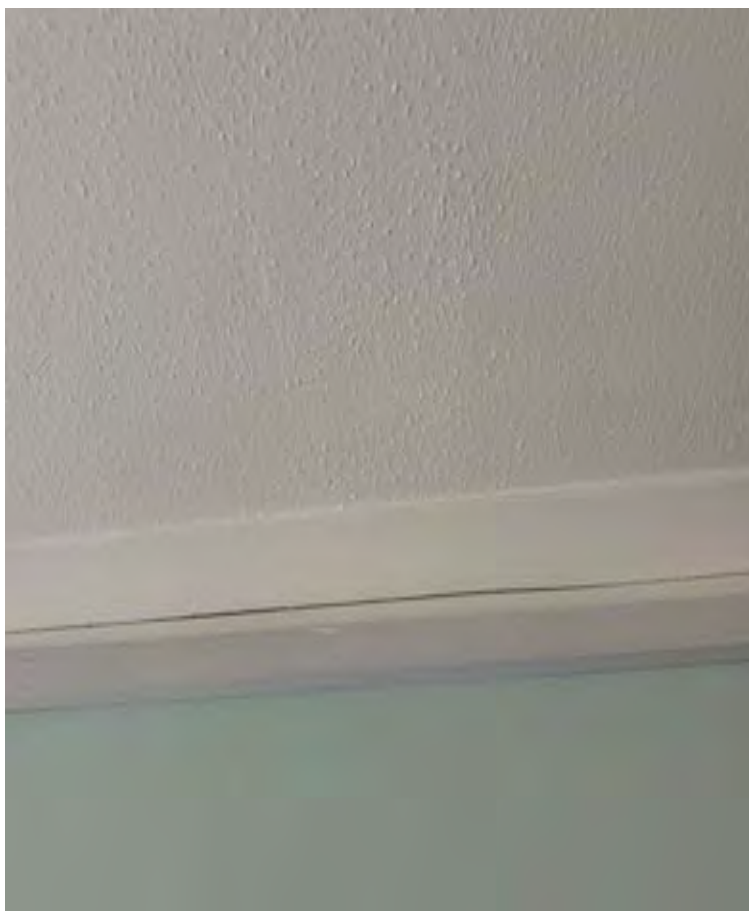
Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-17
Location:	Ceiling, Block 4 Second Floor
Extent:	16 sqm
Product Type:	Decorative Textured Coating
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-99
Location:	Block 1 Cupboard Pipework
Extent:	1 sqm
Product Type:	Textile
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	High
Condition:	Low Damage
Surface Treatment:	Bonded

Material Risk Assessment Algorithm

Product Type (score 1-3):	2
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 4

(See Appendix 3 for Algorithm score information)

SURVEY ASSESSMENT SHEETS



Sample Number:	157-25-100
Location:	Ceiling, Block 1 Cupboard
Extent:	6 sqm
Product Type:	Cement
Level of Identification:	Presumed
Asbestos Type:	Chrysotile
Accessibility:	Medium
Condition:	Low Damage
Surface Treatment:	Painted

Material Risk Assessment Algorithm

Product Type (score 1-3):	1
Extent of Damage (score 0-3):	1
Surface Treatment (score 0-3):	0
Asbestos Type (score 1-3):	1

Total (score between 2 - 12): 3

(See Appendix 3 for Algorithm score information)

APPENDIX FOUR

Material Risk Assessment Algorithm

MATERIAL RISK ASSESSMENT ALGORITHM

SAMPLE VARIABLE	SCORE	EXAMPLES OF SCORES (SEE NOTES FOR MORE DETAIL)
Product Type (or debris from product)	1	Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc).
	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.
	3	Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.
Extent of damage/deterioration	0	Good condition: no visible damage.
	1	Low damage: a few scratches or surface marks; broken edges on boards, tiles etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage or deterioration of materials, sprays and thermal insulation. Visible asbestos debris.
Surface Treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
Asbestos Type	1	Chrysotile.
	2	Amphibole asbestos excluding crocidolite.
	3	Crocidolite.
TOTAL	N/A	Material Risk Assessment score not applicable as no samples taken during inspection.

APPENDIX FIVE

Priority Risk Assessment Algorithm

PRIORITY RISK ASSESSMENT ALGORITHM

ASSESSMENT PARAMETER	SCORE	EXAMPLES OF SCORES
Normal occupant activity		
a) Main type of activity in area	0	Rare disturbance activity (e.g. rarely used store room)
	1	Low disturbance activity (e.g. office type activity)
	2	Periodic disturbance (e.g. industrial or vehicular activity which may have contact with ACMs)
	3	High levels of disturbance (e.g. fire door with AIB sheet in constant abrasion)
b) Secondary Activities	as above	
Likelihood of Disturbances		
a) Location	0	Outdoors
	1	Large rooms or well ventilated areas
	2	Rooms up to 100m ²
	3	Confined spaces
b) Accessibility	0	Usually inaccessible or unlikely to be disturbed
	1	Occasionally likely to be disturbed
	2	Easily disturbed
	3	Routinely disturbed
c) Extent/amount	0	Small amounts or items (e.g. string, gaskets)
	1	<10m ² or 10m pipe run
	2	>10-50m ² or >10-50m pipe run
	3	>50m ² or > 50m pipe run

ASSESSMENT PARAMETER	SCORE	EXAMPLES OF SCORES
Human Exposure Potential		
Number of occupants	0	None
	1	1-3
	2	4-10
	3	>10
Frequency of use	0	Infrequent
	1	Monthly
	2	Weekly
	3	Daily
Average time in use	0	< 1 hour
	1	> 1 - < 3 hours
	2	> 3 - < 6 hours
	3	> 6 hours
Maintenance Activity		
Type of maintenance	0	Minor disturbance (e.g. possibility of contact when gaining access)
	1	Low disturbance (e.g. changing light bulb in AIB ceiling)
	2	Medium disturbance (e.g. lifting one or two AIB ceiling tiles to access a valve)
	3	High level of disturbance (e.g. removing a number of AIB ceiling tiles to replace a valve or for re-cabling)
Frequency of maintenance activity	0	ACM unlikely to be disturbed for maintenance
	1	< 1 per year
	2	> 1 per year
	3	> 1 per month
TOTAL	N/A	Priority Risk Assessment score not applicable as no samples taken during inspection.

 1email dated 10 July 2026 with updated information

 2Cogan Court - Deed of Covenant, blank

 3Cogan 2025-2026 INSURANCE

 4Cogan Court -S20 NOI Urgent Building Repair

 13 Cogan Court Copy Share Certificate.pdf

 13 Cogan Court EIC Report and EPC.pdfRCVD

 App 5 Statement of Estimates 2

 App 5 Statement of Estimates Urgent

 Apr-2025 service charge budget as at 11 Mar 2025

 Cogan Court Annual Accounts YE 31.03.2023-0

 Cogan Court Annual Accounts YE 31.03.2024-0

 Cogan Court Annual Accounts YE 31.03.2025-0

 COGAN COURT FRA 0423 Sheet1

Saved in matter

From: [REDACTED]
Sent: 10 July 2026 12:44
To: Catrin Jenkins
Subject: RE: Matter Ref: PAY007-0002 Re: Sale of Flat 13 Cogan Court, Cogan Pill Road, Llandough
Attachments: Western Permanent - Tenant Statement on 10 Jul 2026 at 1236.pdf; 1-28 Cogan Court, Cogan Pill Road - Cert.pdf

Hi Catrin,
Please find attached a statement of account and buildings insurance.
The major works covered by the section 20 are almost complete, I am unsure what paperwork you require?
Kind Regards
Sarah

From: Catrin Jenkins <Catrin.Jenkins@francisandbuck.co.uk>
Sent: 10 July 2026 12:19
To: [REDACTED]
Subject: FW: Matter Ref: PAY007-0002 Re: Sale of Flat 13 Cogan Court, Cogan Pill Road, Llandough

Dear Sarah

I have now been instructed to prepare an Auction Pack in respect of the sale of the above flat.

You kindly provided us with an LPE1 Pack in January. Please can you now provide us with the following:-

1. Up to date Service Charge Statement;
2. Up to date Buildings Insurance Schedule; and
3. Copies of any Section 20 correspondence in relation to the repair works which were due to commence at the end of March.

With kind regards

Catrin Jenkins
Partner

FRANCIS & BUCK

Tel: 029 2034 4995

Celtic House
20 Cathedral Road
Cardiff
CF11 9FB

Partners: C M Jenkins, N J Crane, T J Crane

Authorised and Regulated by the Solicitors Regulation Authority (SRA Number 00176242)

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 10 Jul 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2009	30 Apr 2009	Monthly Service Charge in Advance	85.00		85.00
1 Apr 2009	1 Apr 2009	Receipt by Standing order		85.00	
1 May 2009	31 May 2009	Monthly Service Charge in Advance	85.00		85.00
1 May 2009	1 May 2009	Receipt by Standing order		85.00	
1 Jun 2009	30 Jun 2009	Monthly Service Charge in Advance	85.00		85.00
1 Jun 2009	1 Jun 2009	Receipt by Standing order		85.00	
1 Jul 2009	31 Jul 2009	Monthly Service Charge in Advance	85.00		85.00
1 Jul 2009	1 Jul 2009	Receipt by Standing order		85.00	
1 Aug 2009	31 Aug 2009	Monthly Service Charge in Advance	85.00		85.00
3 Aug 2009	3 Aug 2009	Receipt by Standing order		85.00	
1 Sep 2009	30 Sep 2009	Monthly Service Charge in Advance	85.00		85.00
1 Sep 2009	1 Sep 2009	Receipt by Standing order		85.00	
1 Oct 2009	31 Oct 2009	Monthly Service Charge in Advance	85.00		85.00
1 Oct 2009	1 Oct 2009	Receipt by Standing order		85.00	
1 Nov 2009	30 Nov 2009	Monthly Service Charge in Advance	85.00		85.00
2 Nov 2009	2 Nov 2009	Receipt by Standing order		85.00	
1 Dec 2009	31 Dec 2009	Monthly Service Charge in Advance	85.00		85.00
1 Dec 2009	1 Dec 2009	Receipt by Standing order		85.00	
1 Jan 2010	31 Jan 2010	Monthly Service Charge in Advance	85.00		85.00
4 Jan 2010	4 Jan 2010	Receipt by Standing order		85.00	
1 Feb 2010	28 Feb 2010	Monthly Service Charge in Advance	85.00		85.00
1 Feb 2010	1 Feb 2010	Receipt by Standing order		85.00	
1 Mar 2010	31 Mar 2010	Monthly Service Charge in Advance	85.00		85.00
1 Mar 2010	1 Mar 2010	Receipt by Standing order		85.00	
1 Apr 2010	30 Apr 2010	Monthly Service Charge in Advance	90.00		90.00
1 Apr 2010	1 Apr 2010	Receipt by Standing order		85.00	5.00
12 Apr 2010	12 Apr 2010	Cheque received		5.00	
1 May 2010	31 May 2010	Monthly Service Charge in Advance	90.00		90.00
4 May 2010	4 May 2010	Receipt by Standing order		90.00	
1 Jun 2010	30 Jun 2010	Monthly Service Charge in Advance	90.00		90.00
1 Jun 2010	1 Jun 2010	Receipt by Standing order		90.00	
1 Jul 2010	31 Jul 2010	Monthly Service Charge in Advance	90.00		90.00
1 Jul 2010	1 Jul 2010	Receipt by Standing order		90.00	
1 Aug 2010	31 Aug 2010	Monthly Service Charge in Advance	90.00		90.00
2 Aug 2010	2 Aug 2010	Receipt by Standing order		90.00	
1 Sep 2010	30 Sep 2010	Monthly Service Charge in Advance	90.00		90.00
1 Sep 2010	1 Sep 2010	Receipt by Standing order		90.00	
1 Oct 2010	31 Oct 2010	Monthly Service Charge in Advance	90.00		90.00
1 Oct 2010	1 Oct 2010	Receipt by Standing order		90.00	
1 Nov 2010	30 Nov 2010	Monthly Service Charge in Advance	90.00		90.00
1 Nov 2010	1 Nov 2010	Receipt by Standing order		90.00	
1 Dec 2010	31 Dec 2010	Monthly Service Charge in Advance	90.00		90.00
1 Dec 2010	1 Dec 2010	Receipt by Standing order		90.00	
1 Jan 2011	31 Jan 2011	Monthly Service Charge in Advance	90.00		90.00
4 Jan 2011	4 Jan 2011	Receipt by Standing order		90.00	
4 Jan 2011	4 Jan 2011	Section 20	520.46		520.46
1 Feb 2011	28 Feb 2011	Monthly Service Charge in Advance	90.00		610.46
1 Feb 2011	1 Feb 2011	Receipt by Standing order		520.46	90.00
1 Feb 2011	1 Feb 2011	Receipt by Standing order		90.00	
1 Mar 2011	31 Mar 2011	Monthly Service Charge in Advance	90.00		90.00
1 Mar 2011	1 Mar 2011	Receipt by Standing order		90.00	
1 Apr 2011	30 Sep 2011	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2011	1 Apr 2011	Receipt by Standing order		100.00	500.00
3 May 2011	3 May 2011	Receipt by Standing order		100.00	400.00
1 Jun 2011	1 Jun 2011	Receipt by Standing order		100.00	300.00
1 Jul 2011	1 Jul 2011	Receipt by Standing order		100.00	200.00
25 Jul 2011	25 Jul 2011	two additional keys	23.98		223.98

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 10 Jul 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
25 Jul 2011	25 Jul 2011	Cheque received		23.98	200.00
1 Aug 2011	1 Aug 2011	Receipt by Standing order		100.00	100.00
1 Sep 2011	1 Sep 2011	Receipt by Standing order		100.00	
1 Oct 2011	31 Mar 2012	Half Yearly Service Charge in Advance	600.00		600.00
3 Oct 2011	3 Oct 2011	Receipt by Standing order		100.00	500.00
1 Nov 2011	1 Nov 2011	Receipt by Standing order		100.00	400.00
10 Nov 2011	10 Nov 2011	Section 20 Underspend	-194.28		205.72
10 Nov 2011	10 Nov 2011	Refund		-194.28	400.00
1 Dec 2011	1 Dec 2011	Receipt by Standing order		100.00	300.00
3 Jan 2012	3 Jan 2012	Receipt by Standing order		100.00	200.00
1 Feb 2012	1 Feb 2012	Receipt by Standing order		100.00	100.00
1 Mar 2012	1 Mar 2012	Receipt by Standing order		100.00	
1 Apr 2012	30 Sep 2012	Half Yearly Service Charge in Advance	600.00		600.00
2 Apr 2012	2 Apr 2012	Receipt by Standing order		100.00	500.00
1 May 2012	1 May 2012	Receipt by Standing order		100.00	400.00
1 Jun 2012	1 Jun 2012	Receipt by Standing order		100.00	300.00
2 Jul 2012	2 Jul 2012	Receipt by Standing order		100.00	200.00
1 Aug 2012	1 Aug 2012	Receipt by Standing order		100.00	100.00
3 Sep 2012	3 Sep 2012	Receipt by Standing order		100.00	
1 Apr 2011	31 Mar 2012	End of year balancing charge	137.82		137.82
1 Oct 2012	31 Mar 2013	Half Yearly Service Charge in Advance	600.00		737.82
1 Oct 2012	1 Oct 2012	Receipt by Standing order		100.00	637.82
5 Oct 2012	5 Oct 2012	Cheque received		137.82	500.00
1 Nov 2012	1 Nov 2012	Receipt by Standing order		100.00	400.00
3 Dec 2012	3 Dec 2012	Receipt by Standing order		100.00	300.00
2 Jan 2013	2 Jan 2013	Receipt by Standing order		100.00	200.00
1 Feb 2013	1 Feb 2013	Receipt by Standing order		100.00	100.00
1 Mar 2013	1 Mar 2013	Receipt by Standing order		100.00	
1 Apr 2013	30 Sep 2013	Half Yearly Service Charge in Advance	600.00		600.00
2 Apr 2013	2 Apr 2013	Receipt by Standing order		100.00	500.00
1 May 2013	1 May 2013	Receipt by Standing order		100.00	400.00
3 Jun 2013	3 Jun 2013	Receipt by Standing order		100.00	300.00
1 Jul 2013	1 Jul 2013	Receipt by Standing order		100.00	200.00
1 Aug 2013	1 Aug 2013	Receipt by Standing order		100.00	100.00
2 Sep 2013	2 Sep 2013	Receipt by Standing order		100.00	
1 Oct 2013	31 Mar 2014	Half Yearly Service Charge in Advance	600.00		600.00
1 Oct 2013	1 Oct 2013	Receipt by Standing order		100.00	500.00
1 Nov 2013	1 Nov 2013	Receipt by Standing order		100.00	400.00
2 Dec 2013	2 Dec 2013	Receipt by Standing order		100.00	300.00
2 Jan 2014	2 Jan 2014	Receipt by Standing order		100.00	200.00
3 Feb 2014	3 Feb 2014	Receipt by Standing order		100.00	100.00
3 Mar 2014	3 Mar 2014	Receipt by Standing order		100.00	
1 Apr 2014	30 Sep 2014	Half Yearly Service Charge in Advance	600.00		600.00
1 Apr 2014	1 Apr 2014	Receipt by Standing order		100.00	500.00
1 May 2014	1 May 2014	Receipt by Standing order		100.00	400.00
2 Jun 2014	2 Jun 2014	Receipt by Standing order		100.00	300.00
1 Jul 2014	1 Jul 2014	Receipt by Standing order		100.00	200.00
1 Aug 2014	1 Aug 2014	Receipt by Standing order		100.00	100.00
1 Sep 2014	1 Sep 2014	Receipt by Standing order		100.00	
1 Oct 2014	31 Mar 2015	Half Yearly Service Charge in Advance	600.00		600.00
1 Oct 2014	1 Oct 2014	Receipt by Standing order		100.00	500.00
4 Nov 2014	4 Nov 2014	Receipt by Standing order		100.00	400.00
1 Dec 2014	1 Dec 2014	Receipt by Standing order		100.00	300.00
2 Jan 2015	2 Jan 2015	Receipt by Standing order		100.00	200.00
2 Feb 2015	2 Feb 2015	Receipt by Standing order		100.00	100.00
2 Mar 2015	2 Mar 2015	Receipt by Standing order		100.00	
1 Apr 2015	30 Sep 2015	Half Yearly Service Charge in Advance	600.00		600.00

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 10 Jul 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2015	1 Apr 2015	Receipt by Standing order		100.00	500.00
1 May 2015	1 May 2015	Receipt by Standing order		100.00	400.00
1 Jun 2015	1 Jun 2015	Receipt by Standing order		100.00	300.00
1 Apr 2014	31 Mar 2015	End of year balancing charge	189.55		489.55
23 Jun 2015	23 Jun 2015	Receipt by Standing order		189.55	300.00
1 Jul 2015	1 Jul 2015	Receipt by Standing order		100.00	200.00
3 Aug 2015	3 Aug 2015	Receipt by Standing order		100.00	100.00
1 Sep 2015	31 Dec 2015	Service Charge Increase	40.00		140.00
1 Sep 2015	31 Dec 2015	Contra Service Charge Increase	-40.00		100.00
1 Sep 2015	30 Sep 2015	Service Charge Increase	10.00		110.00
1 Sep 2015	1 Sep 2015	Receipt by Standing order		110.00	
1 Oct 2015	31 Mar 2016	Half Yearly Service Charge in Advance	660.00		660.00
1 Oct 2015	1 Oct 2015	Receipt by Standing order		110.00	550.00
2 Nov 2015	2 Nov 2015	Receipt by Standing order		110.00	440.00
1 Dec 2015	1 Dec 2015	Receipt by Standing order		110.00	330.00
4 Jan 2016	4 Jan 2016	Receipt by Standing order		110.00	220.00
1 Feb 2016	1 Feb 2016	Receipt by Standing order		110.00	110.00
1 Mar 2016	1 Mar 2016	Receipt by Standing order		110.00	
1 Apr 2016	30 Sep 2016	Half Yearly Service Charge in Advance	660.00		660.00
1 Apr 2016	1 Apr 2016	Receipt by Standing order		110.00	550.00
3 May 2016	3 May 2016	Receipt by Standing order		110.00	440.00
1 Jun 2016	1 Jun 2016	Receipt by Standing order		110.00	330.00
1 Jul 2016	1 Jul 2016	Receipt by Standing order		110.00	220.00
1 Aug 2016	1 Aug 2016	Receipt by Standing order		110.00	110.00
1 Sep 2016	1 Sep 2016	Receipt by Standing order		110.00	
1 Apr 2015	31 Mar 2016	End of year balancing credit	-107.12		-107.12
1 Oct 2016	31 Mar 2017	Half Yearly Service Charge in Advance	660.00		552.88
3 Oct 2016	3 Oct 2016	Receipt by Standing order		110.00	442.88
1 Nov 2016	1 Nov 2016	Receipt by Standing order		110.00	332.88
1 Dec 2016	1 Dec 2016	Receipt by Standing order		110.00	222.88
3 Jan 2017	3 Jan 2017	Receipt by Standing order		110.00	112.88
1 Feb 2017	1 Feb 2017	Receipt by Standing order		110.00	2.88
1 Mar 2017	1 Mar 2017	Receipt by Standing order		110.00	-107.12
1 Apr 2017	30 Sep 2017	Half Yearly Service Charge in Advance	660.00		552.88
3 Apr 2017	3 Apr 2017	Receipt by Standing order		110.00	442.88
2 May 2017	2 May 2017	Receipt by Standing order		110.00	332.88
1 Jun 2017	1 Jun 2017	Receipt by Standing order		110.00	222.88
3 Jul 2017	3 Jul 2017	Receipt by Standing order		110.00	112.88
1 Aug 2017	1 Aug 2017	Receipt by Standing order		110.00	2.88
1 Sep 2017	1 Sep 2017	Receipt by Standing order		110.00	-107.12
1 Oct 2017	31 Mar 2018	Half Yearly Service Charge in Advance	660.00		552.88
2 Oct 2017	2 Oct 2017	Receipt by Standing order		110.00	442.88
1 Nov 2017	1 Nov 2017	Receipt by Standing order		110.00	332.88
1 Dec 2017	1 Dec 2017	Receipt by Standing order		110.00	222.88
2 Jan 2018	2 Jan 2018	Receipt by Standing order		110.00	112.88
1 Feb 2018	1 Feb 2018	Receipt by Standing order		110.00	2.88
1 Mar 2018	1 Mar 2018	Receipt by Standing order		110.00	-107.12
1 Apr 2018	30 Sep 2018	Half Yearly Service Charge in Advance	720.00		612.88
3 Apr 2018	3 Apr 2018	Receipt by Standing order		120.00	492.88
1 May 2018	1 May 2018	Receipt by Standing order		120.00	372.88
1 Jun 2018	1 Jun 2018	Receipt by Standing order		120.00	252.88
2 Jul 2018	2 Jul 2018	Receipt by Standing order		120.00	132.88
1 Aug 2018	1 Aug 2018	Receipt by Standing order		120.00	12.88
3 Sep 2018	3 Sep 2018	Receipt by Standing order		120.00	-107.12
1 Apr 2017	31 Mar 2018	End of year balancing credit	-16.28		-123.40
1 Oct 2018	31 Mar 2019	Half Yearly Service Charge in Advance	720.00		596.60
1 Oct 2018	1 Oct 2018	Receipt by Standing order		120.00	476.60

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 10 Jul 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Nov 2018	1 Nov 2018	Receipt by Standing order		120.00	356.60
3 Dec 2018	3 Dec 2018	Receipt by Standing order		120.00	236.60
2 Jan 2019	2 Jan 2019	Receipt by Standing order		120.00	116.60
1 Feb 2019	1 Feb 2019	Receipt by Standing order		120.00	-3.40
1 Mar 2019	1 Mar 2019	Receipt by Standing order		120.00	-123.40
1 Apr 2019	30 Sep 2019	Half Yearly Service Charge in Advance	720.00		596.60
1 Apr 2019	1 Apr 2019	Receipt by Standing order		120.00	476.60
1 May 2019	1 May 2019	Receipt by Standing order		120.00	356.60
3 Jun 2019	3 Jun 2019	Receipt by Standing order		120.00	236.60
1 Jul 2019	1 Jul 2019	Receipt by Standing order		120.00	116.60
1 Apr 2018	31 Mar 2019	End of year balancing credit	-20.55		96.05
1 Aug 2019	1 Aug 2019	Receipt by Standing order		120.00	-23.95
2 Sep 2019	2 Sep 2019	Receipt by Standing order		120.00	-143.95
1 Oct 2019	31 Mar 2020	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2019	1 Oct 2019	Receipt by Standing order		120.00	456.05
1 Nov 2019	1 Nov 2019	Receipt by Standing order		120.00	336.05
2 Dec 2019	2 Dec 2019	Receipt by Standing order		120.00	216.05
2 Jan 2020	2 Jan 2020	Receipt by Standing order		120.00	96.05
3 Feb 2020	3 Feb 2020	Receipt by Standing order		120.00	-23.95
2 Mar 2020	2 Mar 2020	Receipt by Standing order		120.00	-143.95
1 Apr 2020	30 Sep 2020	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2020	1 Apr 2020	Receipt by Standing order		120.00	456.05
1 May 2020	1 May 2020	Receipt by Standing order		120.00	336.05
1 Jun 2020	1 Jun 2020	Receipt by Standing order		120.00	216.05
1 Jul 2020	1 Jul 2020	Receipt by Standing order		120.00	96.05
3 Aug 2020	3 Aug 2020	Receipt by Standing order		120.00	-23.95
1 Sep 2020	1 Sep 2020	Receipt by Standing order		120.00	-143.95
1 Oct 2020	31 Mar 2021	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2020	1 Oct 2020	Receipt by Standing order		120.00	456.05
2 Nov 2020	2 Nov 2020	Receipt by Standing order		120.00	336.05
1 Dec 2020	1 Dec 2020	Receipt by Standing order		120.00	216.05
4 Jan 2021	4 Jan 2021	Receipt by Standing order		120.00	96.05
1 Feb 2021	1 Feb 2021	Receipt by Standing order		120.00	-23.95
1 Mar 2021	1 Mar 2021	Receipt by Standing order		120.00	-143.95
1 Apr 2021	30 Sep 2021	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2021	1 Apr 2021	Receipt by Standing order		120.00	456.05
4 May 2021	4 May 2021	Receipt by Standing order		120.00	336.05
1 Jun 2021	1 Jun 2021	Receipt by Standing order		120.00	216.05
1 Jul 2021	1 Jul 2021	Receipt by Standing order		120.00	96.05
2 Aug 2021	2 Aug 2021	Receipt by Standing order		120.00	-23.95
1 Sep 2021	1 Sep 2021	Receipt by Standing order		120.00	-143.95
1 Oct 2021	31 Mar 2022	Half Yearly Service Charge in Advance	720.00		576.05
1 Oct 2021	1 Oct 2021	Receipt by Standing order		120.00	456.05
1 Nov 2021	1 Nov 2021	Receipt by Standing order		120.00	336.05
1 Dec 2021	1 Dec 2021	Receipt by Standing order		120.00	216.05
4 Jan 2022	4 Jan 2022	Receipt by Standing order		120.00	96.05
1 Feb 2022	1 Feb 2022	Receipt by Standing order		120.00	-23.95
1 Mar 2022	1 Mar 2022	Receipt by Standing order		120.00	-143.95
1 Apr 2022	30 Sep 2022	Half Yearly Service Charge in Advance	720.00		576.05
1 Apr 2022	1 Apr 2022	Receipt by Standing order		120.00	456.05
3 May 2022	3 May 2022	Receipt by Standing order		120.00	336.05
1 Jun 2022	1 Jun 2022	Receipt by Standing order		120.00	216.05
1 Jul 2022	1 Jul 2022	Receipt by Standing order		120.00	96.05
1 Aug 2022	1 Aug 2022	Receipt by Standing order		120.00	-23.95
1 Sep 2022	1 Sep 2022	Receipt by Standing order		120.00	-143.95
1 Oct 2022	31 Mar 2023	Half Yearly Service Charge in Advance	720.00		576.05
3 Oct 2022	3 Oct 2022	Receipt by Standing order		120.00	456.05

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 10 Jul 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Nov 2022	1 Nov 2022	Receipt by Standing order		120.00	336.05
1 Dec 2022	1 Dec 2022	Receipt by Standing order		120.00	216.05
3 Jan 2023	3 Jan 2023	Receipt by Standing order		120.00	96.05
1 Feb 2023	1 Feb 2023	Receipt by Standing order		120.00	-23.95
1 Mar 2023	1 Mar 2023	Receipt by Standing order		120.00	-143.95
27 Mar 2023	27 Mar 2023	Receipt by Standing order		143.95	-287.90
1 Apr 2023	30 Sep 2023	Half Yearly Service Charge in Advance	887.88		599.98
3 Apr 2023	3 Apr 2023	Receipt by Standing order		147.98	452.00
2 May 2023	2 May 2023	Receipt by Standing order		147.98	304.02
1 Jun 2023	1 Jun 2023	Receipt by Standing order		147.98	156.04
3 Jul 2023	3 Jul 2023	Receipt by Standing order		147.98	8.06
1 Aug 2023	1 Aug 2023	Receipt by Standing order		147.98	-139.92
1 Sep 2023	1 Sep 2023	Receipt by Standing order		147.98	-287.90
14 Sep 2023	14 Sep 2023	Receipt by Standing order		8.06	-295.96
1 Oct 2023	31 Mar 2024	Half Yearly Service Charge in Advance	887.88		591.92
2 Oct 2023	2 Oct 2023	Receipt by Standing order		147.98	443.94
1 Nov 2023	1 Nov 2023	Receipt by Standing order		147.98	295.96
1 Dec 2023	1 Dec 2023	Receipt by Standing order		147.98	147.98
2 Jan 2024	2 Jan 2024	Receipt by Standing order		147.98	
1 Feb 2024	1 Feb 2024	Receipt by Standing order		147.98	-147.98
1 Mar 2024	1 Mar 2024	Receipt by Standing order		147.98	-295.96
1 Apr 2024	30 Sep 2024	Half Yearly Service Charge in Advance	886.45		590.49
2 Apr 2024	2 Apr 2024	Receipt by Standing order		123.08	467.41
1 May 2024	1 May 2024	Receipt by Standing order		123.08	344.33
3 Jun 2024	3 Jun 2024	Receipt by Standing order		123.08	221.25
1 Jul 2024	1 Jul 2024	Receipt by Standing order		123.08	98.17
1 Aug 2024	1 Aug 2024	Receipt by Standing order		123.08	-24.91
2 Sep 2024	2 Sep 2024	Receipt by Standing order		123.08	-147.99
1 Oct 2024	31 Mar 2025	Half Yearly Service Charge in Advance	886.45		738.46
1 Oct 2024	1 Oct 2024	Receipt by Standing order		123.08	615.38
1 Nov 2024	1 Nov 2024	Receipt by Standing order		123.08	492.30
2 Dec 2024	2 Dec 2024	Receipt by Standing order		123.08	369.22
2 Jan 2025	2 Jan 2025	Receipt by Standing order		123.08	246.14
3 Feb 2025	3 Feb 2025	Receipt by Standing order		123.08	123.06
3 Mar 2025	3 Mar 2025	Receipt by Standing order		123.08	-0.02
1 Apr 2025	30 Sep 2025	Half Yearly Service Charge in Advance	1,048.22		1048.20
1 Apr 2025	1 Apr 2025	Receipt by Standing order		174.70	873.50
1 May 2025	1 May 2025	Receipt by Standing order		174.70	698.80
2 Jun 2025	2 Jun 2025	Receipt by Standing order		174.70	524.10
1 Jul 2025	1 Jul 2025	Receipt by Standing order		174.70	349.40
1 Aug 2025	1 Aug 2025	Receipt by Standing order		174.70	174.70
1 Sep 2025	1 Sep 2025	Receipt by Standing order		174.70	
10 Sep 2025	10 Sep 2025	Section 20 Building Repair Works	2,998.93		2998.93
10 Sep 2025	10 Sep 2025	Section 20 Scaffolding	1,242.86		4241.79
10 Sep 2025	10 Sep 2025	Section 20 Structural Engineer	212.14		4453.93
10 Sep 2025	10 Sep 2025	Section 20 Temporary Accommodation	178.57		4632.50
10 Sep 2025	10 Sep 2025	Section 20 Emergency Works	187.93		4820.43
10 Sep 2025	10 Sep 2025	Section 20 Contingency	482.04		5302.47
10 Sep 2025	10 Sep 2025	Section 20 Administration Fee	289.23		5591.70
12 Sep 2025	12 Sep 2025	Receipt by BACS		5,591.70	
1 Oct 2025	31 Mar 2026	Half Yearly Service Charge in Advance	1,048.22		1048.22
1 Oct 2025	1 Oct 2025	Receipt by Standing order		174.70	873.52
3 Nov 2025	3 Nov 2025	Receipt by Standing order		174.70	698.82
1 Dec 2025	1 Dec 2025	Receipt by Standing order		174.70	524.12
2 Jan 2026	2 Jan 2026	Receipt by Standing order		174.70	349.42
2 Feb 2026	2 Feb 2026	Receipt by Standing order		174.70	174.72
2 Mar 2026	2 Mar 2026	Receipt by Standing order		174.70	0.02

Continued

WESTERN PERMANENT PROPERTY

RESIDENTIAL ESTATE & FLAT DEVELOPMENT MANAGEMENT SPECIALISTS

Notices to the landlord may be served at:

Cogan Court Management Company Ltd.
46 Whitchurch Road, Cardiff, CF14 3LX

Date: 10 Jul 2026
Ref: 006-01-013

STATEMENT

Re: **Cogan Court, Flat 13**

Date	To	Description	Due	Paid	Balance
1 Apr 2026	30 Sep 2026	Half Yearly Service Charge in Advance	1,076.59		1076.61
1 Apr 2026	1 Apr 2026	Receipt by Standing order		179.63	896.98
1 May 2026	1 May 2026	Receipt by Standing order		179.63	717.35
1 Jun 2026	1 Jun 2026	Receipt by Standing order		179.63	537.72
1 Jul 2026	1 Jul 2026	Receipt by Standing order		179.63	358.09
Total Due/Paid:			30,856.97	30,498.88	
			Total Due:		358.09

Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX
Tel: 029 2023 5151 Fax: 029 2066 8806 Email: info@wppmc.com Website: www.wppmc.com





CHAMBERS & NEWMAN
INSURANCE BROKERS

INSURANCE CERTIFICATE

Insured: Cogan Court Management Company Limited

Period of Insurance: 11th February 2026 to 1st February 2027

Insurers: Covea Insurance

Policy Number: BRE12655005117

Property Insured: 1-28 Cogan Court, Cogan Pill Road
Llandough
Penylan
Cardiff

Postcode: CF64 2NQ

Risk Occupation: Residential

Sums Insured:

Building Sum Insured: £8,125,000

Building Declared Value: £6,500,000

Landlord's Contents: £25,000

Alternative Accommodation: 33% of the Buildings Declared Value

Loss of Rent: As per Policy

Indemnity Period: As per Policy

Property Owners Liability: £5,000,000

Legionnaires Liability: £1,000,000

Employers Liability: Not Insured

Insured Perils: Fire, Lightning, Explosion, Aircraft, Riot, Civil Commotion, Malicious Persons, Earthquake, Subterranean Fire, Storm, Flood, Escape of Water/Fuel Oil, Impact, Theft, Subsidence, Landslip, Heave and Accidental Damage

Excesses: Nil in respect of Fire, Lightning, Aircraft, Explosion and Earthquake
(Additional/increased terms/excesses may apply, see notes below) Not Insured in respect of Subsidence, Heave and Landslip
£350 in respect of All Other Losses

Premiums

Underlying Premium: -£613.12

Terrorism Premium: -£8.32

Insurance Premium Tax: -£74.57

Total: -£696.01

PLEASE NOTE:

- 1) This document is a Certificate only. For full details of cover please refer to your policy schedule and policy document
- 2) The policy contains an "All Other Interests" clause
- 3) Excess in respect of Escape of Water is increased to £1,000
- 4) Flood Excess for basements is increased to £5,000

Reason for issue: Reduce DV

DEED OF COVENANT

This DEED is made this * * day of * * in the year 20 *

BETWEEN COGAN COURT MANAGEMENT COMPANY LIMITED, whose registered office is situated at 46 Whitchurch Road, Cardiff, CF14 3LX, (hereinafter called the “Lessor”) of the one part and

* *

(hereinafter called the “assignee”) of the other part.

WHEREAS

1. By a lease (hereinafter called "the lease") dated 1st January 2005 made between the Lessor [Cogan Court Co-ownership Housing Society Limited, later amended to Cogan Court Management Company Limited] and of the other part all that the flat known as flat no: * * Cogan Court, Cogan Pill Road, Cogan, Penarth, CF64 2NF was demised to the initial lessee for the term expiring 1st January 2180 at a yearly rent and otherwise subject to the Lessees covenants and the conditions and provisions more particularly contained within the lease.

2. The Lessor states that upon any transaction disposition or event involving a change or a contract of change in ownership of the premises the person becoming or contracting to become as a result of that transaction disposition or event the owner of the demised premises shall enter into a direct covenant with the Lessor to observe and perform the obligations on the part of the lessee contained within the lease.

3. NOW THIS DEED WITNESSETH as follows;

1. In consideration of the covenant by the Assignee hereinafter contained, the Lessor hereby grants to *
* Licence to Assign all his/her estate and interest in the Lease to the Assignee.
2. In consideration and pursuant to the covenants referred to in Recital (2) hereof the Assignee Hereby Covenants with the Lessor that as from the date when the estate and interest of the lessee in the Lessee shall be assigned to him pursuant to the consent herein contained and henceforth during the residue of the term granted by the Lease the Assignee will observe and perform the covenants and conditions and agreements on the part of the lessee therein contained and in particular and without prejudice to the generality of the foregoing the assignee will not enter into any transaction or disposition to which the assignee is a

party or over which she shall have any control involving a change or a contract to a change in the ownership of the premises demised by the lease without first procuring that the person becoming or contracting to become as a result of such a transaction or disposition the owner of the owner of premises demised by the lease enters into covenants with the Lessor to observe and perform all the covenants by the Lessee contained within the Lease.

IN WITNESS whereof the presents have been duly executed as a Deed

SIGNED as a Deed
by the said Assignee:-

in the presence of:-

Witness Signature:

Witness Address:

Witness Occupation:

Dated 20

-and-

COGAN COURT MANAGEMENT COMPANY LIMITED

Common seal

Director / Co. Secretary

INSURANCE CERTIFICATE

Insured: Cogan Pill Management Company Limited

Period of Insurance: 1st February 2025 to 1st February 2026

Insurers: Covea Insurance

Policy Number: BRE12655005117

Property Insured: 1-28 Cogan Court, Cogan Pill Road
Llandough
Penylan
Cardiff

Postcode: CF64 2NQ

Risk Occupation: Residential

Sums Insured:

Building Sum Insured:	£8,854,413
Building Declared Value:	£7,083,530
Landlord's Contents:	£25,000
Alternative Accommodation:	33% of the Buildings Declared Value
Loss of Rent:	As per Policy
Indemnity Period (months):	As per Policy
Property Owners Liability:	£5,000,000
Legionnaires Liability:	£1,000,000
Employers Liability:	Not Insured

Insured Perils: Fire, Lightning, Explosion, Aircraft, Riot, Civil Commotion, Malicious Persons, Earthquake, Subterranean Fire, Storm, Flood, Escape of Water/Fuel Oil, Impact, Theft, Subsidence, Landslip, Heave and Accidental Damage

Excesses: Nil in respect of Fire, Lightning, Aircraft, Explosion and Earthquake
(Additional/increased terms/excesses may apply, see notes below) £1,000 in respect of Subsidence, Heave and Landslip
£250 in respect of All Other Losses

Premiums

Underlying Premium:	£5,469.21
Terrorism Premium:	£473.90
Insurance Premium Tax:	£713.17
Total:	£6,656.28

PLEASE NOTE:

- 1) This document is a Certificate only. For full details of cover please refer to your policy schedule and policy document
- 2) The policy contains an "All Other Interests" clause
- 3) Excess in respect of Escape of Water is increased to £1,000
- 4) Flood Excess for basements is increased to £5,000

Reason for issue: Renewal

Date: 29th April 2025
Ref: 006-01

Landlord & Tenant Act 1985 / Section 20 Consultation

NOTICE OF INTENTION TO CARRY OUT WORKS

To leaseholders of Cogan Court, Cogan Pill Road, Penarth, CF64 2NQ and Cogan Court Management Company Ltd.

It is the intention of Cogan Court Management Company Ltd to enter into an agreement to carry out works in respect of which we, on behalf of Cogan Court Management Company Ltd are required to consult with leaseholders.

RE: Cogan Court – Urgent Building Repairs and any Subsequent Works Required

1. Following the recent building damage and structural concerns as identified within the Structural Engineers report, the directors have deemed it prudent to start a Section 20 process. In the eventuality that the cause of the issue is not an insured peril and is attributed to the age of the building, this will mean that funds are available to complete the necessary repairs as soon as possible.
2. It is considered necessary to undertake these works as part of the lease obligations to assess, plan and repair the affected area to ensure the building remains safe.
3. Should you so wish, we invite you to make written observations in relation to the proposed works by sending them to Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX. Observations must be made within the consultation period of 30 days from the date of this notice. The consultation period will end on 29th May 2025
4. If you wish to raise an objection to this proposal, please contact Western Permanent Property Ltd or the directors of Cogan Court Management Company Ltd within 30 days from the date of this notice.

Yours faithfully,

Robert Elliott-Rayer
WESTERN PERMANENT PROPERTY
46 Whitchurch Road
Cardiff
CF14 3LX

Duly authorised agents of Cogan Court Management Company Ltd

13

No

SHARE CERTIFICATE

COGAN COURT MANAGEMENT COMPANY LIMITED



This is to Certify that BRIAN JOHN PAYNE + MAUREEN ANNE
 of FLAT 13, COGAN COURT, COGAN PILL ROAD, LUNDRECH, FENRICH CO
 is the Registered Proprietor of AS ABOVE
 Fully Paid £1 (one Pound) Shares of 1 (one)
 each, numbered 13 to 13 inclusive in the above-named
 Company subject to the Memorandum and Articles
 of Association thereof.

Given under the Common Seal of the Company
 the 17th day of January 2008

SECRETARY.

DIRECTORS.



19

1 High Street Mews
London
SW19 7RG

The Certificate of Compliance for your installation work has arrived. Please take time to read the document and the notes overleaf.

The Registered Installer named below has certified that the installation work detailed is compliant with Regulations 4 & 7 of The Building Regulations 2010 for England and Wales or; where applicable, based on the address of the installation, the Registered Installer has certified the work detailed is compliant with the requirements of bye-laws 5 & 7 of the Building Bye-Laws (Jersey), or Regulation 9 of the Isle of Man Building Regulations 2014.

Building Regulations Certificate of Compliance

Certificate Number
29567364

Date Completed
15/11/2023

Installer Name
S J Miller Electrical
Registered No. 502216000

Address of installation

Flat 13, Cogan Court, Cogan Pill Road, Llandough, Penarth, CF64 2NF,

Description of Location

Dwelling

Description of Notifiable Work

Electrical (Wales)

Install a replacement consumer unit

Upgrade or alteration to means of earthing



This certificate is issued by NICEIC, a trading brand of Certsure LLP, as agent for and on behalf of the NICEIC registered installer named above. This certificate is evidence, but not conclusive evidence, that the requirements specified in the certificate have been complied with. NICEIC does not accept any responsibility for the content of this certificate or for the quality of work detailed, except under the NICEIC Platinum Promise described overleaf.

NOTES FOR RECIPIENTS

FOR WORK IN ENGLAND & WALES - This Building Regulations Certificate of Compliance is the NICEIC registered installer's confirmation that the certified work identified overleaf complies with Regulations 4 and 7 of The Building Regulations 2010. Details of the certified work have been notified to your local authority.

FOR WORK IN JERSEY - The installation work outlined overleaf has been undertaken by a person/enterprise registered with the States of Jersey-approved NICEIC Jersey Scheme. The certificate is the person/enterprise's confirmation their work complies with the Building Regulations and details of that work have been notified to the States of Jersey Building Control Department.

FOR WORK IN ISLE OF MAN - This Building Regulations Certificate of Compliance is the NICEIC registered installer's confirmation that the certified work identified overleaf complies with Regulation 9 of The Isle of Man Building Regulations 2014. Details of the certified work have been notified to your local authority.

Please check the details on this certificate are correct, ensuring the description of work undertaken, completion dates are both correct and the installer's name is that of the business that actually undertook the certified work. If you have any concerns regarding the work type, date or the installer's name, please contact our Building Compliance team on 0333 015 8625.

Additional or replacement copies of Building Regulations Certificates of Compliance can be purchased from www.checkmynotification.com

OUR PLATINUM PROMISE

Choosing an NICEIC registered business is the smart move. Not only can you be reassured that your chosen business is assessed regularly to ensure their work complies with the latest regulations, but you also benefit from NICEIC's Platinum Promise. Put simply, our Platinum Promise is an extra layer of protection. In the unlikely event that an NICEIC registered business carries out work which turns out to be non-compliant and they have ceased trading, we will step in. At no extra cost to you, we will employ another NICEIC registered business to come in and fix the issue. It is that simple. Subject to the Platinum Promise Conditions and Exclusions.

Should the contractor cease to trade then please contact us and we will guide you through the NICEIC Platinum Promise and how we can help.

Further details including full conditions and exclusions can be found at: niceic.com/about-us/complaints/platinum-promise/

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

(*Where applicable)

Registration No: 502216 Branch No: 000
Trading Title: S. J. MILLER ELECTRICAL
Address: 129 WOODSLOTH AVENUE
PENARTH
Postcode: CF64 2RQ Tel No: [REDACTED]

DETAILS OF THE CLIENT

Company Name: [REDACTED]
Address: [REDACTED]
Postcode: [REDACTED]

DETAILS OF THE INSTALLATION

Occupier: [REDACTED]
UPRN: [REDACTED]
Address: FLAT 13 COGAN COURT
COGAN PILL ROAD PENARTH
Postcode: CF64 2NF Tel No: [REDACTED]

PART 2: PURPOSE OF THE REPORT

Purpose for which this report is required:

RENTAL PROPERTY INSPECTION

Date(s) when inspection and testing was carried out: 15-11-2023

Records available (BS13): NO

Previous inspection report available (BS11): NO

Previous report date: N/A

PART 3: SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety): FAIR

Description of premises: Dwelling: ☒ Commercial: ☐ Industrial: ☐ Other (include brief description): [REDACTED]

Estimated age of electrical installation: 40+ years Evidence of additions or alterations: Y (if Yes, estimated age: 1 years) Overall assessment of the installation for continued use: Satisfactory/Unsatisfactory** (delete as appropriate)

**An unsatisfactory assessment indicates that dangerous (Code C1) and/or potentially dangerous (Code C2) conditions have been identified (listed in PART 5 of this report) and it is recommended that these are acted upon as a matter of urgency.

PART 4: DECLARATION

INSPECTION AND TESTING

I/We, being the person responsible for the inspection and testing of the electrical installation (as indicated by my/our signature below), particulars of which are described in PART 1, having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations (PART 5) and the attached Schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in PART 1 of this report.

Name (capitalise) on behalf of the contractor identified in PART 1: S. MILLER Signature: [Signature] Date: 15-11-2023

I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: NOV 2026 (date)

Give reason for recommendation: REGULATION INTERVAL

The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its extended life. The period should be agreed between relevant parties.

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE CONTRACTOR

Name (capitalise) on behalf of the contractor identified in PART 1: S. MILLER Signature: [Signature] Date: 15-11-2023

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 5 : OBSERVATIONS

One of the following Codes, as appropriate, has been allocated to each of the observations made below to indicate to the person(s) responsible for the electrical installation the degree of urgency for remedial action:

Code Ct Danger Present
Risk of injury, immediate remedial
action requested

Code C2 Potentially Dangerous
Urgent commercial action required

Code C3
Improvement Recommended

Code FI
Further Investigation Required

Referring to the Schedule of Items Inspected (see PART 9), the attached Schedule of Circuit Details and Test Results (see PART 11A-B 10), and subject to any agreed limitations listed in PART E.

No remedial action is required () OR The following observations are made:

Immediate remedial action required for items:

Improvement recommended for items:

Urgent remedial action required for items:

Further investigation required for items:

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 6 : DETAILS AND LIMITATIONS OF THE INSPECTION AND TESTING

The inspection and testing has been carried out in accordance with BS 7671: 2018, as amended to 2022, (date). Cables concealed within trunking and conduits, or cables and conduits concealed under floors, in inaccessible roof spaces and generally within the fabric of the building or underground, have not been visually inspected unless specifically agreed between the Client and the Inspector prior to inspection.

Details of the electrical installation covered by this report: POWER AND LIGHTING CIRCUITS IN A 1 B.D. FLAT

(see additional page No. _____)

Agreed limitations including the reasons, if any, on the inspection and testing (553.2): AS ABOVE

Agreed with (print name): B. PAYNE

Extent of sampling: 80%

(see additional page No. _____)

Operational limitations including the reasons: NONE

(see additional page No. _____)

PART 7 : SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements

TN-C: ☒ TN-S: ☐ TN-C-S: ☐
TT: ☐ IT: ☐

Supply protective device

BS No: 1361 Type: EL Rated current: 60 A

Number and type of live conductors

AC 1 phase, 2 wire: ☒ 2-phase, 3-wire: ☐
3 phase, 3-wire: ☐ 3 phase, 4-wire: ☐
DC 2-wire: ☐ 3-wire: ☐ Other: ☐
Confirmation of supply polarity: ☒
Other sources of supply (Schedule of Test Results): _____

Nature of supply parameters

Nominal voltage between lines, U_L (V): 230 V
Nominal line voltage to Earth, U_0 (V): 230 V
Nominal frequency, f (Hz): 50 Hz
Prospective fault current, I_p (kA): 1.8 kA
External earth fault loop impedance, Z_e (Ω): 0.29 Ω

⁽¹⁾ By enquiry

⁽²⁾ By enquiry or by measurement

PART 8 : PARTICULARS OF INSTALLATION REFERRED TO IN THIS REPORT

Maximum demand (bust): 60 A
(where as appropriate)

Means of Earthing

Distributive facility: ☒
Installation earth electrodes: N/A
Earth electrode type - rod(s), tape, etc.: _____
Location: N/A
Electrode resistance to Earth: 10 Ω

Main protective conductors

Earthing conductor
(material) COPPER
csa 16 mm² Connection/continuity verified: ☒
Main protective bonding conductors
(material) COPPER
csa 10 mm² Connection/continuity verified: ☐

Main protective bonding connections

Water installation pipes: ☒
Gas installation pipes: N/A
Structural steel: N/A
Oil installation pipes: N/A
Lightning protection: N/A
Other (state): _____

Main switch / Switch-fuse / Circuit-breaker / RCD

Location: METAL CUPBOARD
BS EN: 60747-3 Type: A Rating / setting of device: 100 A
No. of poles: 2 Current rating: 100 A Voltage rating: 230 V

Where an RCD is used as the main switch

RCD rated residual operating current, $I_{\Delta n}$: N/A RCD type: N/A
Rated time delay: N/A Measured operating time: N/A ms

*Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_p , and external earth fault loop impedance, Z_e , must be recorded.

All fields must be completed. Enter either, as appropriate: ☒ if Acceptable conditions; ☐ N/A if Not applicable; ☐ LIM if a Limitation exists, or Code appropriate: CODE CT, CZ, CT or TF (links to be recorded in PART 5, with additional comments (where appropriate) on attached numbered sheets)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 9 : SCHEDULE OF ITEMS INSPECTED (enter ✓, N/A or Classification Code C1, C2, C3 or FI, as applicable)

1.0 Intake equipment (visual inspection only)

An outcome against an item in section 1.1, other than access to live parts, should not be used to determine the overall assessment of the installation. Where inadequacies are identified, a cross should be put against the appropriate item and a comment made in Part 5 of this report.

1.1 Distributor / supplier intake equipment

- Service cable
- Service head
- Earthing arrangement
- Meter tails
- Metering equipment
- Isolator, where present

Where inadequacies in the intake equipment are encountered, which may result in a dangerous or potentially dangerous situation, the person entering the work and / or dutyholder must be informed. It is strongly recommended that the person entering the work informs the appropriate authority.

- 1.2 Consumer's isolator, where present
- 1.3 Consumer's meter tails

2.0 Presence of adequate arrangements for parallel or switched alternative sources

- 2.1 Adequate arrangements where a generating set operates as a switched alternative to the public supply
- 2.2 Adequate arrangements where a generating set operates in parallel with the public supply

3.0 Methods of protection

3.1 Automatic disconnection of supply (ADS)

- Main earthing / bonding arrangement (411.3; Chap. 54)
- Presence of distributor's earthing arrangement (542.1.2.1; 542.1.2.2), or presence of installation earth electrode arrangement (542.1.2.3)
- Adequacy of earthing conductor size (542.3; 543.1)
- Adequacy of earthing conductor connections (542.3.2)
- Accessibility of earthing conductor connections (543.3.2)
- Adequacy of main protective bonding conductor sizes (544.1)
- Adequacy and location of main protective bonding conductor connections (544.2)

- Accessibility of all protective bonding connections (543.3.2)
 - Provision of earthing / bonding labels at all appropriate locations (544.1.1)
 - 3.2 PELV - requirements satisfied (406.7)
 - 3.3 Other methods of protection
- Where any of the methods listed below are employed, details should be provided on separate sheets:
- Non-conducting location (408.1)
 - Earth free local equipotential bonding (408.2)
 - Electrical separation (409; 408.3)
 - Double insulation (412)
 - Reinforced insulation (412)
 - Provisions where automatic disconnection of supply is not feasible (408)

4.0 Distribution equipment, including consumer units and distribution boards

- 4.1 Adequacy of working space / accessibility to equipment (332.12; 513.1)
- 4.2 Security of fixing (334.1)
- 4.3 Condition of insulation of live parts (406.1)
- 4.4 Adequacy security of barriers or enclosures (406.2.3)
- 4.5 Condition of enclosure(s) in terms of IP rating, etc. (406.2)
- 4.6 Condition of enclosure(s) in terms of fire rating, etc. (421.1.20; 421.1.6; 526.5)
- 4.7 Enclosure not damaged / deteriorated so as to impair safety (651.2)
- 4.8 Presence and effectiveness of obstacles (412)
- 4.9 Presence of main switch(es), linked where required (462.1; 462.1.20; 462.2)
- 4.10 Operation of main switch(es) (functional check) (643.30)
- 4.11 Manual operation of circuit breakers, RCDs and AFDDs to prove functionality (643.30)
- 4.12 Confirmation that integral test button / switch causes RCD(s) to trip when operated (functional check) (643.30)
- 4.13 RCD(s) provided for fault protection - includes RCBOs (401.4.20.4; 401.4.3; 401.5.2; 529.2)
- 4.14 RCD(s) provided for additional protection / requirements, where required - includes RCBOs (401.3.3; 405.3)
- 4.15 Presence of RCD (ie. identify test notice, where required) (544.2.2)

- 4.16 Confirmation that integral test button / switch, where present, causes AFDD to trip when operated (643.30)
- 4.17 Presence of diagrams, charts or schedules at or near equipment, where required (514.3.1)
- 4.18 Presence of alternative supply warning notice at or near equipment, where required (514.2.5)
- 4.19 Presence of next inspection recommendation label, where required (514.2.2)
- 4.20 Presence of other required labelling (please specify) (514)
- 4.21 Compatibility of protective devices, bases and other components; correct type and rating (no signs of unacceptable thermal damage, arcing or overheating) (432; 433; 434)
- 4.22 Single-pole switching or protective devices in live conductors only (332.14; 530.3.3)
- 4.23 Protection against mechanical damage where cables enter equipment (502.8.1; 522.8.3; 522.8.10)
- 4.24 Protection against electromagnetic effects where cables enter ferromagnetic enclosures (521.5.1)

5.0 Distribution circuits

- 5.1 Identification of conductors (514.3)
- 5.2 Cables correctly supported throughout their run (521.10.20; 522.8.5)
- 5.3 Condition of insulation of live parts (406.1)
- 5.4 Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)
- 5.5 Suitability of containment systems for continued use (including flexible conduit) (522)
- 5.6 Cables correctly terminated in enclosures (526)
- 5.7 Confirmation that all conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure (526.1)
- 5.8 Examination of cables for signs of unacceptable thermal or mechanical damage / deterioration (421.1; 522.8)
- 5.9 Adequacy of cables for current-carrying capacity with regard to the type and nature of insulation (523)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 9 : SCHEDULE OF ITEMS INSPECTED (enter ✓, N/A or Classification Code C1, C2, C3 or FI, as applicable)

5.30 Adequacy of protective devices; type and rated current for fault protection (411.3)	(✓)	5.2 Cables correctly supported throughout their run (522.6.202; 522.6.5)	(LIM)	* For cables concealed in walls / partitions containing metal parts regardless of depth (522.6.203)	(N/A)
5.31 Presence and adequacy of circuit protective conductors (411.3.1; 543.1)	(✓)	5.3 Condition of insulation of live parts (411.3)	(✓)	* For final circuits supplying luminaires within domestic (household) premises (411.3.4)	(✓)
5.32 Coordination between conductors and overload protective devices (433.1; 533.2.3)	(✓)	5.4 Non-sheathed cables protected by enclosure in conduit, ducting or trunking (522.6.7)	(N/A)		
5.33 Cable installation methods / practices with regard to the type and nature of installation and external influences (522)	(LIM)	5.5 Suitability of containment systems for continued use (including flexible conduit) (522)	(✓)	* Older installations designed prior to BS 7671: 2018 may not have required RCDs for additional protection	
5.34 Where exposed to direct sunlight, cable of a suitable type (522.31.1)	(N/A)	5.6 Adequacy of cables for current-carrying capacity with regard to the type and nature of installation (522)	(✓)	5.34 Provision of fire barriers, sealing arrangements and protection against thermal effects (527)	(✓)
5.35 Cables concealed under floors, above ceilings, in walls / partitions, adequately protected against damage (522.6.201; 522.6.202; 522.6.203; 522.6.204)		5.7 Adequacy of protective devices; type and rated current for fault protection (411.3)	(✓)	5.35 Band if cables segregated / separated from Band 1 cables (528.5)	(✓)
* Installed in prescribed zones (see Section D, <i>Extent and limitations</i>) (522.6.202)	(LIM)	5.8 Presence and adequacy of circuit protective conductors (411.3.1; 543.1)	(✓)	5.36 Cables segregated / separated from non-electrical services (528.3)	(✓)
* Incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by walls, screens and the like (see Section D) (522.6.201; 522.6.204)	(N/A)	5.9 Co-ordination between conductors and overload protective devices (433.1; 533.2.3)	(✓)	5.37 Termination of cables at enclosures - identify / record numbers and locations of items inspected (526)	
5.36 Presence of fire barriers, sealing arrangements and protection against thermal effects (527)	(✓)	5.10 Wiring system(s) appropriate for the type and nature of the installation and external influences (522)	(✓)	* Connection under no undue strain (526.6)	(✓)
5.37 Band if cables segregated / separated from Band 1 cables (528.5)	(✓)	5.11 Where exposed to direct sunlight, cable of a suitable type (522.31.1)	(N/A)	* No basic insulation of a conductor visible outside enclosure (526.8)	(✓)
5.38 Cables segregated / separated from non-electrical services (528.3)	(✓)	5.12 Cables concealed under floors, above ceilings, in walls / partitions, adequately protected against damage (522.6.201; 522.6.202; 522.6.203; 522.6.204)		* Connections of live conductors adequately enclosed (526.5)	(✓)
5.39 Condition of circuit accessories (543.2)	(✓)	* Installed in prescribed zones (see Section D, <i>Extent and limitations</i>) (522.6.202)	(LIM)	* Adequately connected at point of entry to enclosure (glands, bushes, etc.) (522.6.5)	(✓)
5.40 Suitability of circuit accessories for external influences (542.2)	(✓)	* Incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by walls, screens and the like (see Section D) (522.6.201; 522.6.204)	(N/A)	5.38 Condition of accessories including socket outlets, switches and joint boxes (534.2)	(✓)
5.41 Single pole switching or protective devices in live conductors only (532.4.1; 533.3.3)	(✓)	5.13 Provision of additional protection by RCD having rated residual operating current not exceeding 30 mA		5.39 Suitability of accessories for external influences (542.2)	(✓)
5.42 Adequacy of connections, including spcs, within accessories and to fixed and statutory equipment - identify / record numbers and locations of items inspected (526)	(✓)	* For all socket outlets of rating 32 A or less (411.3.3)	(✓)	5.40 Single pole switching or protective devices in live conductors only (532.4.1; 533.3.3)	(✓)
5.43 Presence, operation and correct location of appropriate devices for isolation and switching (Chap. 46; 537)	(✓)	Additional protection by RCD may not have been provided as a rated exception in certain non-domestic installations covered by extent (b) of Regulation 411.3.3		7.0 Isolation and switching	
5.44 General condition of wiring system (541.2)	(✓)	* For the supply of mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)	(N/A)	7.1 Isolators -	
5.45 Temperature rating of cable insulation (522.11; Table 52.1)	(✓)	* For cables concealed in walls at a depth of less than 50 mm (522.6.202)	(✓)	* Presence and condition of appropriate devices (462; 537.2)	(✓)
6.0 Final circuits	(✓)			* Acceptable location - state if local to remote from equipment in question (462; 537.7)	(✓)
6.1 Identification of conductors (544.3)	(✓)			* Capable of being secured in the OFF position (462.3)	(✓)
				* Correct operation verified (543.10)	(✓)
				* Clearly identified by position and / or durable marking (537.2.7)	(✓)
				* Warning label posted in situations where live parts cannot be isolated by the operation of a single device (544.5.1; 537.2)	(N/A)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 9 : SCHEDULE OF ITEMS INSPECTED (enter ✓, N/A or Classification Code C1, C2, C3 or FI, as applicable)

12 Switching off for mechanical maintenance - - Presence and condition of appropriate devices (464.1, 532.3.2) (✓) - Capable of being secured in the OFF position where not under continuous supervision (464.2) (✓) - Correct operation verified (643.30) (✓) - Clearly identified by position and / or durable marking (532.3.4) (✓)	13 Emergency switching off - - Presence and condition of appropriate devices (465, 532.3.3, 537.4) (N/A) - Readily accessible for operation where danger might occur (532.3.5) (N/A) - Correct operation verified (643.30) (N/A) - Clearly identified by position and / or durable marking (532.3.5, 532.3.6, 537.4, 537.4.4) (N/A)	14 Functional switching - - Presence and condition of appropriate devices (532.3.1, 537.3.2) (✓) - Correct operation verified (643.30) (✓)	8.0 Current-using equipment (permanently connected) 8.1 Condition of equipment in terms of IP rating, etc. (416.2, 422.2, 422.4, 522.8) (✓) 8.2 Equipment does not constitute a fire hazard (42) (✓) 8.3 Maximum not damaged / deteriorated so as to impair safety (342.2, 416.2) (✓) 8.4 Suitability for the environment and external influences (50.2) (✓)	8.5 Security of fixing (343.1) (✓) 8.6 Cable entry holes in ceiling above luminaires, sized or sealed so as to restrict the spread of fire: list number and location of luminaires inspected (separate page) (527.2) (✓) 8.7 Recessed luminaires (downlighters) - - Correct type of lamps fitted (558.1.1) (N/A) - Installed to minimise build-up of heat by use of "free radiated" fittings, insulation displacement box or similar (421.2) (N/A) - No signs of overheating to surrounding building fabric (559.4.1) (N/A) - No signs of overheating to conductors / terminations (526.1) (N/A)	9.0 Special locations and installations Where special installations or locations relating to a particular Section of Part C (an additional inspection schedule) should be provided on separate pages. 9.1 Location(s) containing a bath or shower - - Additional protection by RCD having rated residual operating current not exceeding 30 mA for all low voltage (LV) circuits serving the location or passing through zones 1 and / or 2 of the location (701.404) (✓) - Where used as a protective measure, requirements for SELV or PELV met (701.404.4.5) (N/A) - Shower supply units complying with BS EN 15558-2-3 formerly BS 5520 (701.502.3) (N/A) - Presence of supplementary bonding conductors, unless not required by BS 7671: 2018 (701.405.2) (N/A)	- Low voltage (e.g. 230 volt) socket-outlets sited at least 2.5 m from zone 1 (701.502.1) (N/A) - Suitability of equipment for external influences for installed location in terms of IP rating (701.502.2) (✓) - Suitability of accessories and controlgear etc. for a particular zone (701.502.3) (✓) - Suitability of current using equipment for particular position within the location (701.55) (✓) 9.2 Other special installations or locations - _____ (N/A) _____ (N/A) _____ (N/A) _____ (N/A) _____ (N/A) 10.0 Presumer's low voltage installation (N/A) Where elements of a presumed installation falling within the scope of Chapter 62 are covered by this report, additional schedules detailing the associated inspection and testing should be provided on separate pages. Schedule of items inspected by Name (capital): S. MILLER Signature: S. Miller Date: 15.11.2023
--	---	--	---	--	--	--

PART 10 : SCHEDULES AND ADDITIONAL PAGES (the pages identified are an essential part of this report (see Regulation 653.2))

Schedule of Inspections	Schedule of Circuit Details and Test Results for the installation	Additional pages, including data sheets for additional sources	Special installations or locations (indicated in item 9.2 above)	Schedules relating to Presumer's installations (indicated in item 10 above)	Continuation sheets
Page No(s): 1, 5 & 6	Page No(s): 7 & 8	Page No(s): N/A	Page No(s): N/A	Page No(s): N/A	Page No(s): N/A

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 11A : SCHEDULE OF CIRCUIT DETAILS (GO TO Part 11B 'Schedule of Test Results' to enter test results for the corresponding circuit listed in this part)

Circuit number	Circuit description	Type of wiring (see footer to PART 11B)	Reference Method (BS 7671)	Number of points served	Circuit conductor (number & size)		Max. disconnection time (BS 7671)	Overcurrent protective device					RCD			
					Live	npj		BS (EN)	Type	Rating	Short-circuit capacity	Maximum permitted Z _s *	BS (EN)	Type	Rating	Operating current, I _{Δn}
					(mm ²)	(mm ²)	(s)			(A)	(kA)	(Ω)			(A)	(mA)
1	COOKER CIRCUIT	A	100	1	60	25	0.4	60898	B	32	6	1.44	61008	A	32	30
2	RING SOCKET CIRCUIT	A	100	13	2.5	1.5	0.4	60898	B	32	6	1.44	61008	A	32	30
3	LIGHTS	A	100	5	1.5	1.0	0.4	60898	B	6	6	2.67	61008	A	6	30
4	SPACE															
5	SPACE															

DISTRIBUTION BOARD (DB) DETAILS (complete in every case)

DB designation: WYLEX
 Location of DB: METAL CUPBOARD
 Z_s: 0.09 (Ω) I_{Δn} at DB: 1.8 (kA)
 Confirmation of supply polarity: ☒ Phase sequence confirmed: N/A
 SPD Details** Types T1: ☐ T2: ☐ T3: ☐ N/A: ☒
 Status indicator checked (where functionality indicator is present): ☐

**SPD Type:
 Where combined T1 + T2 or T2 + T3 device is installed, indicate by ticking both Type brackets.
 Where T3 devices are installed on a circuit to protect sensitive equipment, enter details in 'Comments' (PART 11B).
 (See Section 53.4 for further details).
 Note that not all SPDs have visible functionality indication.

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Supply to DB is from: N/A
 Overcurrent protective device for the distribution circuit
 BS (EN): () Type: () Nominal voltage: () V Rating: () A No. of phases: ()
 Associated RCD (if any)
 BS (EN): () RCD type: () I_{Δn}: () mA No. of poles: () Operating time: () ms

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018+A2:2022 - Requirements for Electrical Installations

PART 11B : SCHEDULE OF TEST RESULTS (MUST reflect circuits entered into 'Schedule of Circuit Details' in Part 11A)

Circuit number	Continuity (Ω)					Insulation resistance			Polarity	Max measured earth fault loop impedance, Z _s	RCD		AFDD**	Comments and additional information, where required
	Ring final circuits only (measured end to end)			All circuits (complete at least one column)		Live / Live (MΩ)	Live / Earth (MΩ)	Test voltage DC (V)			Operating time* (ms)	Test button (✓)	AFDD test button (✓)	
	(Line) L ₁	(Neutral) L ₂	(Earth) L ₃	(R ₁ + R ₂)	R ₃									
1				0.16		200 ⁵	200 ⁴	500	✓	0.11	19	✓	N/A	
2	0.24	0.24	0.48			200 ⁵	200 ⁴	500	✓	0.34	34	✓	N/A	
3				0.34		200 ⁵	200 ⁴	500	✓	0.24	29	✓	N/A	
4	SPARES													
5	ECONOMY 7													
1				0.29		200 ⁵	200 ⁴	500	✓					ECONOMY 7 OFF PEAK SUPPLY NO LVC TESTS
2				0.21		100 ⁵	200 ⁴	500	✓					" " " " " " "
3														
4	SPARE													

Circuits/equipment vulnerable to damage when testing (where applicable): SMOKE ALARMS

TESTED BY Name (capitalized): S MILLER Position: QS Signature: S Miller Date: 15-11-2023

TEST INSTRUMENTS (ENTER SERIAL NUMBER AGAINST EACH INSTRUMENT USED)

Multi-function: <u>8303435</u>	Continuity: <u>✓</u>	Insulation resistance: <u>✓</u>	Earth fault loop impedance: <u>✓</u>	Earth electrode resistance: <u>✓</u>	RCD: <u>✓</u>
-----------------------------------	-------------------------	------------------------------------	---	---	------------------

* RCD effectiveness is verified using an alternating current test at rated residual operating current (I_{Δn})

** Where installed. Note, not all AFDDs have a test function. Where a circuit contains an AFDD this should be stated in the field for that circuit in the 'Comments and additional information, where required' column.

CODES for Type of wiring	(A) Thermoplastic insulated + sheathed cables	(B) Thermoplastic cables in metallic conduit	(C) Thermoplastic cables in non-metallic conduit	(D) Thermoplastic cables in metallic trunking	(E) Thermoplastic cables in non-metallic trunking	(F) Thermoplastic / SBL cables	(G) Thermoplastic / SBL cables	(H) Mineral insulated cables	Other cables
--------------------------	---	--	--	---	---	--------------------------------	--------------------------------	------------------------------	--------------

This certificate is based on the model forms shown in Appendix 6 of BS 7671: 2018+A2:2022

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Enter a [✓], [X] or value in the respective fields, as appropriate

Where an item is not applicable insert N/A

Page 8 of 8

Date: 6th August 2025
Ref: 006-01

Landlord & Tenant Act 1985 / Section 20 Consultation

**NOTICE ACCOMPANYING STATEMENT OF ESTIMATES IN RELATION TO
PROPOSED WORKS**

To all leaseholders Cogan Court, Cogan Pill Road, Penarth, CF64 2NF and Cogan Court Management Company Ltd

This notice is to accompany the statement of estimates, in relation to the proposed works, issued on 29th April 2025 within the notice of intention.

1. Estimates may be inspected at Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX by prior appointment.
2. We invite you, should you wish to make written observations in relation to any of the estimates, to send your observations to Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX. Observations must be made within the consultation period of 30 days from the date of this notice. The consultation period will end on 5th September 2025

Yours faithfully,

Robert Elliott-Rayer
WESTERN PERMANENT PROPERTY
46 Whitchurch Road
Cardiff
CF14 3LX
Duly authorised agents of Cogan Court Management Company Ltd

Date: 6th August 2025

Ref: 006-01

Landlord & Tenant Act 1985 / Section 20 Consultation

STATEMENT OF ESTIMATES IN RELATION TO PROPOSED WORKS

To all leaseholders of Cogan Court, Cogan Pill Road, Penarth, CF64 2NF and Cogan Court Management Company Ltd.

This notice is given pursuant to the notice of intention to carry out Urgent Building Repairs and any Subsequent Works Required issued on 29th April 2025. The consultation period in respect of the notice of intention ended 29th May 2025.

1. Cogan Court Management Company Ltd has now obtained estimates in respect of the works to be carried out from which there is a need to make the final choice of contractors (the most competitive will be engaged failing which a third stage Section 20 Consultation would be required to justify the reasoning although this is not an anticipated).
2. The amount specified in the selected quotations below for each set of works is as follows, it is our intention to proceed with CPM South LTD under the direction of Bradley Associates :

Emergency Engaged Works

Emergency Secure Attendance – Roofguard – £5262 inc VAT

Main Contractor

CPM South LTD - £83,970 inc VAT

MRM & Sons Ltd - £118,448 inc VAT

Scaffolding

Valco Scaffolding – £34,800 inc VAT

Structural Engineer

Bradley Associates - £5940 inc VAT

Temporary Accommodation

AirBnB Estimate - £5,000 inc VAT

Total Cost of Works including VAT

£134,972.00

Contingency Fund 10% - £13,497.20

WPP Management Fee - £8,098.32

Amount to be invoiced

£156,567.52

3. Please note that final costs will include a 5% plus VAT Management fee to cover all aspects of administration including site overseeing costs, incurred by Western Permanent Property for work over and above the standard remit of the managing agent and VAT where applicable, along with a 10% Contingency fund which if called upon in part or full must be substantiated, any surplus will be returned upon the completion of work. The estimate obtained may be inspected at Western Permanent Property, 46 Whitchurch Road, Cardiff, CF14 3LX
4. A supplementary invoice will be required for these works, you will be invoiced in accordance to the apportionment set out within the lease. Observations can be made within the applicable timeframes with the expectation that invoices will be issued upon closure of the consultation period.

Yours faithfully,

Robert Elliott-Rayer

WESTERN PERMANENT PROPERTY

46 Whitchurch Road

Cardiff

CF14 3LX

Duly authorised agents of Cogan Court Management Company Ltd.

Statement of Anticipated Service Charge Expenditure

Cogan Court Management Company Ltd.

Re: Cogan Court, Flat 13
Cogan Court

Date: 11 Mar 2025

Service Charge

Ref: 006-01-013

Service Charge period: 1 Apr 2025 - 31 Mar 2026

Expenditure heading	Anticipated expenditure	Percentage	Anticipated share due
SERVICE CHARGE SCHEDULE			
Accountancy	500.00		
Bank Charges	220.00		
Cleaning Common Areas	2,600.00		
Cleaning Windows	620.00		
Cleaning Bin Areas	1,000.00		
Companies House	34.00		
Door Entry System	250.00		
Electricity	1,065.00		
Electrical Testing/Maintenance	500.00		
Fire Alarm Testing/Maintenance	2,000.00		
General Maintenance	17,000.00		
Grounds Maintenance	4,000.00		
Health & Safety	943.00		
Insurance Buildings	7,033.00		
Insurance Directors	306.00		
Management Fees	8,729.00		
Pest Control	1,500.00		
Postage & Stationery	100.00		
Professional Fees	300.00		
Reserve Fund Contribution	10,000.00		
	58,700.00	3.5714 %	2,096.43
Total anticipated expenditure	58,700.00		
Total on account payable			2,096.43
Charge details			
New charge will be 2,096.43 spread over 2 half yearly periods			
Half Yearly Service Charge in Advance			
Due on 1st April 2025			1,048.22

Company Number: 01556989 (England & Wales)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

FOR

COGAN COURT MANAGEMENT COMPANY LIMITED

COGAN COURT MANAGEMENT COMPANY LIMITED

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FOR THE YEAR ENDED 31ST MARCH 2023

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COGAN COURT MANAGEMENT COMPANY LIMITED

COMPANY INFORMATION

FOR THE YEAR ENDED 31ST MARCH 2023

Directors: Mrs V Cotton (resigned 09.11.22)
Mrs N Maddocks
Mr N Gregory

Secretary: Neil Gregory

Registered office: Western Permanent Property Management Company
46 Whitchurch Road
Cardiff
CF14 3LX

Company number: 01556989 (England & Wales)

Bank Account: Lloyds Bank
Roath Park Cardiff (309207) Branch
Lloyds Bank plc
PO Box 1000
BX1 1LT
Current Account – Non-interest bearing
Reserve Account – Interest bearing

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST MARCH 2023

The directors present their report and accounts for the year ended 31st March 2023.

Principal Activity

The company has not traded during the year or subsequent to the year end. The principal activity of the company was the management of a property known as Cogan Ct, Cardiff and administering service charges as agents of the statutory trust for the residents. The company has no income or expenditure in its own right, all transactions in the year being related to the maintenance of the common parts in accordance with the lease. Service charges collected are held on trust for the purpose of meeting the relevant costs in relation to the property in accordance with the provisions of section 42 of the Landlord and Tenant Act 1987.

Directors:

The following persons served as directors during the year:

Mr N Gregory

Mrs V Cotton (resigned 09.11.22)

Mrs N Maddocks

Statement of Director's responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company for that period. In preparing these accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the company will continue in business.

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT (continued)

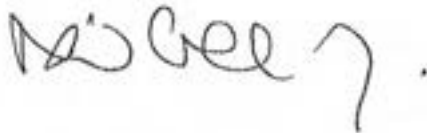
FOR THE YEAR ENDED 31ST MARCH 2023

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in Accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

And signed on its behalf by:

A handwritten signature in black ink, appearing to read 'M. G. Lee', followed by a period.

DIRECTOR

Approved by the board on: 16.06.2023

COGAN COURT MANAGEMENT COMPANY LIMITED

BALANCE SHEET

FOR THE YEAR ENDED 31ST MARCH 2023

NOTE

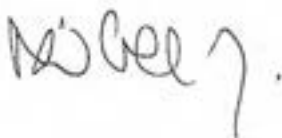
		2023	2022
		£	£
CURRENT ASSETS			
Cash at Bank and in hand		28	28
		-	-
CAPITAL AND RESERVES			
Called up share capital	4	28	28
Shareholders' funds		28	28

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

Members have not required the company to obtain an audit in accordance with section 477 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to the accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to the companies subject to the small companies' regime.



Director

Approved by the board on: 16.06.23

Page 4

COGAN COURT MANAGEMENT COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2023

1. Accounting policies

Accounting convention

These accounts have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime.

2. **Taxation**

No liability to UK corporation tax arose on ordinary activities for the year ended 31st March 2023 nor for the previous year ended 31st March 2022.

3. **Income and Expenditure**

The company has no income or expenditure in its own right. All transactions in the year relate to maintenance of the common parts in accordance with the lease. Income and expenditure arising from these transactions is shown in separate service charge accounts for the property that do not form part of the annual accounts of the company and are not filed at Companies house. All service charge monies received from the residents of the property are held on trust for the residents.

4.	Share Capital	2023	2022
	Issued		
	28 ordinary shares at £1 each	28	28
	Allotted and fully paid		

5. **Ultimate Controlling party**

There is no ultimate controlling party.

6. **Ultimate Controlling party**

The company contracts with third parties in its own name for the supply of services to the property for maintenance of the common parts in accordance with the terms of the lease. At 31st March 2023 the company had not entered into any non-cancellable contractual commitments.

Cogan Court
Year End: 31.03.23
Profit & Loss

	2023	2022
Turnover	40,320.00	40,320.00
Total Property Expenditure	82,937.00	40,320.00
Operating Surplus/(Deficit) on Ordinary Activities Before Taxation	-42,617.00	-
Tax on Surplus/(Deficit) on ordinary activities	-	-
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u>-42,617.00</u>	<u>0.00</u>

Cogan Court
Year End: 31.03.23
Balance Sheet

	2023	2022
CURRENT ASSETS		
Debtors	1,867.00	1,085.00
Prepayments	6,378.00	6,253.00
Cash @ Bank	<u>3,126.00</u>	<u>29,711.00</u>
	11,371.00	37,049.00
CREDITORS		
Amount Falling Due Within 1 Year	23,031.00	1,091.00
Accruals	<u>893.00</u>	<u>10,894.00</u>
	23,924.00	11,985.00
Net Current Assets/Liabilities	-12,553.00	25,064.00
TOTAL ASSETS LESS CURRENT LIABILITIES	<u><u>-12,553.00</u></u>	<u><u>25,064.00</u></u>
<u>CAPITAL & RESERVES</u>		
Called up Share Capital	28.00	28.00
Reserves B/F	25,036.00	20,036.00
Reserve Fund Contribution to General Maintenance	-25,064.00	-
LTM Savings	5,000.00	5,000.00
Year End Deficit	-17,553.00	-
<u>Reserves C/F</u>	<u><u>-12,553.00</u></u>	<u><u>25,064.00</u></u>

Cogan Court
Year End: 31.03.23
Debtors & Prepayments

	2023	2022
<u>Service Charge Debtors</u>		
Debtors	1,867.00	1,085.00
Service Charge Debtors	<u>1,867.00</u>	<u>1,085.00</u>
<u>Prepayments</u>		
Insurances	6,328.00	6,203.00
Professional Fees	50.00	50.00
	<u>6,378.00</u>	<u>6,253.00</u>

Cogan Court
Year End: 31.03.23
Creditors

	2023	2022
<u>Creditors</u>		
Service Charges	2,135.00	1,091.00
Communal Electricity	345.00	-
Electrical Testing/Maintenance	120.00	-
General Maintenance	10,706.00	-
Insurance - Buildings	7,425.00	-
Fire Alarm Testing/Maintenance	5.00	-
Garden Miantenance	30.00	-
Professional Fees	2,265.00	-
	<u>23,031.00</u>	<u>1,091.00</u>

<u>Accruals</u>		
Accountancy	480.00	480.00
Bank Charges	16.00	15.00
Communal Cleaning	227.00	-
Electricity	170.00	112.00
General Maintenance	-	10,255.00
Postage & Stationery	-	32.00
Total Accruals	<u>893.00</u>	<u>10,894.00</u>

Cogan Court
Year End: 31.03.23
Reserves

	2023	2022
Reserves		
As at 1st April	25,036.00	20,036.00
Called up Share Capital	28.00	28.00
	<u>25,064.00</u>	<u>20,064.00</u>
Add: LTM Savings	5,000.00	5,000.00
Less: Deficit for the Year	-17,553.00	-
Reserve Fund Contribution to S/C	-25,064.00	-
C/F	-12,553.00	25,064.00
Profit & Loss Account C/F	<u>-12,553.00</u>	<u>25,064.00</u>

Cogan Court
Year End: 31.03.23
Profit & Loss

	2023	2022
Service Charges Receivable	40,320.00	40,320.00
Reserve Fund Contribution to General Maintenance	<u>25,064.00</u>	<u>-</u>
	65,384.00	40,320.00
Expenditure		
Accountancy	480.00	480.00
Arboreal Services	650.00	-
Cleaning Common Areas	2,422.00	1,845.00
Communal Electricity	1,621.00	1,237.00
Communal Window Cleaning	668.00	647.00
Companies House - Annual Return	13.00	13.00
Door Entry System	567.00	144.00
Electrical Testing/Maintenance	516.00	1,961.00
Fire Alarm Testing/Maintenance	521.00	611.00
General Maintenance and Repairs	48,913.00	10,348.00
Garden/Grounds Maintenance	1,840.00	1,811.00
Insurances	7,639.00	7,778.00
Management Fees	7,540.00	7,181.00
Pest Control	120.00	165.00
Postage & Stationary	128.00	154.00
Professional Fees	4,013.00	656.00
Reserve Fund Contribution	<u>5,000.00</u>	<u>5,000.00</u>
	82,651.00	40,031.00
Finance Charges - Bank Charges	<u>286.00</u>	<u>289.00</u>
	286.00	289.00
Total expenditure	82,937.00	40,320.00
Net Surplus/(Deficit)	-17,553.00	0.00
Balance c/f	<u>-17,553.00</u>	<u>0.00</u>
Refunded to/Collected from Leaseholders	17,553.00	0.00
Service Charge Balance C/F	<u>0.00</u>	<u>0.00</u>

Company Number: 01556989 (England & Wales)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

FOR

COGAN COURT MANAGEMENT COMPANY LIMITED

COGAN COURT MANAGEMENT COMPANY LIMITED

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COGAN COURT MANAGEMENT COMPANY LIMITED

COMPANY INFORMATION

FOR THE YEAR ENDED 31ST MARCH 2024

Directors: Mrs N Maddocks
Mr N Gregory

Secretary: Neil Gregory

Registered office: Western Permanent Property Management Company
46 Whitchurch Road
Cardiff
CF14 3LX

Company number: 01556989 (England & Wales)

Bank Account: Lloyds Bank
Roath Park Cardiff (309207) Branch
Lloyds Bank plc
PO Box 1000
BX1 1LT
Current Account – Non-interest bearing
Reserve Account – Interest bearing

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST MARCH 2024

The directors present their report and accounts for the year ended 31st March 2024.

Principal Activity

The company has not traded during the year or subsequent to the year end. The principal activity of the company was the management of a property known as Cogan Ct, Cardiff and administering service charges as agents of the statutory trust for the residents. The company has no income or expenditure in its own right, all transactions in the year being related to the maintenance of the common parts in accordance with the lease. Service charges collected are held on trust for the purpose of meeting the relevant costs in relation to the property in accordance with the provisions of section 42 of the Landlord and Tenant Act 1987.

Directors:

The following persons served as directors during the year:

Mr N Gregory

Mrs N Maddocks

Statement of Director's responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company for that period. In preparing these accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the company will continue in business.

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2024

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in Accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

And signed on its behalf by:

A handwritten signature in black ink, appearing to read 'M. O'Connell', followed by a period.

DIRECTOR

Approved by the board on: 27.06.2024

COGAN COURT MANAGEMENT COMPANY LIMITED

BALANCE SHEET

FOR THE YEAR ENDED 31ST MARCH 2024

NOTE

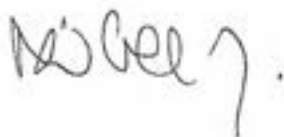
		2024	2023
		£	£
CURRENT ASSETS			
Cash at Bank and in hand		28	28
		-	-
CAPITAL AND RESERVES			
Called up share capital	4	28	28
Shareholders' funds		28	28

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

Members have not required the company to obtain an audit in accordance with section 477 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to the accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to the companies subject to the small companies' regime.



Director

Approved by the board on: 27.06.2024

Page 4

COGAN COURT MANAGEMENT COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

1. Accounting policies

Accounting convention

These accounts have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime.

2. **Taxation**

No liability to UK corporation tax arose on ordinary activities for the year ended 31st March 2024 nor for the previous year ended 31st March 2023.

3. **Income and Expenditure**

The company has no income or expenditure in its own right. All transactions in the year relate to maintenance of the common parts in accordance with the lease. Income and expenditure arising from these transactions is shown in separate service charge accounts for the property that do not form part of the annual accounts of the company and are not filed at Companies house. All service charge monies received from the residents of the property are held on trust for the residents.

4.	Share Capital	2024	2023
	Issued		
	28 ordinary shares at £1 each	28	28
	Allotted and fully paid		

5. **Ultimate Controlling party**

There is no ultimate controlling party.

6. **Ultimate Controlling party**

The company contracts with third parties in its own name for the supply of services to the property for maintenance of the common parts in accordance with the terms of the lease. At 31st March 2024 the company had not entered into any non-cancellable contractual commitments.

Cogan Court
Year End: 31.03.24
Profit & Loss

	2024	2023
Service Charges Receivable	49,721.00	40,320.00
Contribution from Reserve Fund	-	25,064.00
	<u>49,721.00</u>	<u>65,384.00</u>
Total Property Expenditure	36,816.00	82,937.00
Operating Surplus/(Deficit) on Ordinary Activities Before Taxation	12,905.00	-17,553.00
Tax on Surplus/(Deficit) on ordinary activities	-	-
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u>12,905.00</u>	<u>-17,553.00</u>

Cogan Court
Year End: 31.03.24
Balance Sheet

	2024	2023
CURRENT ASSETS		
Debtors	2,381.00	1,867.00
Prepayments	5,487.00	6,378.00
Cash @ Bank	4,029.00	3,126.00
	<u>11,897.00</u>	<u>11,371.00</u>
CREDITORS		
Amount Falling Due Within 1 Year	5,676.00	23,031.00
Accruals	869.00	893.00
	<u>6,545.00</u>	<u>23,924.00</u>
Net Current Assets/Liabilities	5,352.00	-12,553.00
TOTAL ASSETS LESS CURRENT LIABILITIES	<u><u>5,352.00</u></u>	<u><u>-12,553.00</u></u>
<u>CAPITAL & RESERVES</u>		
Called up Share Capital	28.00	28.00
Reserves B/F	-12,581.00	25,036.00
Reserve Fund Contribution to General Maintenance	-	-25,064.00
LTM Savings	5,000.00	5,000.00
Year End Surplus/(Deficit)	12,905.00	-17,553.00
<u>Reserves C/F</u>	<u><u>5,352.00</u></u>	<u><u>-12,553.00</u></u>

Cogan Court
Year End: 31.03.24
Debtors & Prepayments

	2024	2023
<u>Service Charge Debtors</u>		
Debtors	2,381.00	1,867.00
Service Charge Debtors	<u>2,381.00</u>	<u>1,867.00</u>
<u>Prepayments</u>		
Insurances	5,437.00	6,328.00
Professional Fees	50.00	50.00
	<u>5,487.00</u>	<u>6,378.00</u>

Cogan Court
Year End: 31.03.24
Creditors

	2024	2023
<u>Creditors</u>		
Service Charges	1,484.00	2,135.00
Communal Electricity	854.00	345.00
Electrical Testing/Maintenance	-	120.00
General Maintenance	3,303.00	10,706.00
Insurance - Buildings	-	7,425.00
Fire Alarm Testing/Maintenance	5.00	5.00
Garden Maintenance	30.00	30.00
Professional Fees	-	2,265.00
	<u>5,676.00</u>	<u>23,031.00</u>
<u>Accruals</u>		
Accountancy	480.00	480.00
Bank Charges	13.00	16.00
Communal Cleaning	200.00	227.00
Electricity	176.00	170.00
General Maintenance	-	-
Postage & Stationery	-	-
Total Accruals	<u>869.00</u>	<u>893.00</u>

Cogan Court
Year End: 31.03.24
Reserves

	2024	2023
Reserves		
As at 1st April	-12,581.00	25,036.00
Called up Share Capital	<u>28.00</u>	<u>28.00</u>
	-12,553.00	25,064.00
 Add: LTM Savings	5,000.00	5,000.00
Surplus for the Year	12,905.00	-
 Less: Deficit for the Year	-	-17,553.00
Reserve Fund Contribution to S/C	-	-25,064.00
 C/F	5,352.00	-12,553.00
 Profit & Loss Account C/F	<u><u>5,352.00</u></u>	<u><u>-12,553.00</u></u>

Cogan Court
Year End: 31.03.23
Profit & Loss

	2024	2023
Service Charges Receivable	49,721.00	40,320.00
Reserve Fund Contribution to General Maintenance	-	25,064.00
	<u>49,721.00</u>	<u>65,384.00</u>
Expenditure		
Accountancy	480.00	480.00
Arboreal Services	-	650.00
Cleaning Common Areas	2,723.00	2,422.00
Communal Electricity	957.00	1,621.00
Communal Window Cleaning	620.00	668.00
Companies House - Annual Return	13.00	13.00
Door Entry System	132.00	567.00
Electrical Testing/Maintenance	3,051.00	516.00
Fire Alarm Testing/Maintenance	1,002.00	521.00
Garage/Shed Structure/Maintenance	2,236.00	-
General Maintenance and Repairs	1,523.00	48,913.00
Garden/Grounds Maintenance	1,628.00	1,840.00
Health & Safety	830.00	-
Insurances	7,613.00	7,639.00
Management Fees	7,917.00	7,540.00
Pest Control	335.00	120.00
Postage & Stationary	174.00	128.00
Professional Fees	309.00	4,013.00
Reserve Fund Contribution	5,000.00	5,000.00
	<u>36,543.00</u>	<u>82,651.00</u>
Finance Charges - Bank Charges	<u>273.00</u>	<u>286.00</u>
	273.00	286.00
Total expenditure	36,816.00	82,937.00
Net Surplus/(Deficit)	12,905.00	-17,553.00
Balance c/f	<u><u>12,905.00</u></u>	<u><u>-17,553.00</u></u>
Surplus/Deficit to/from Reserves	-12,905.00	17,553.00
Service Charge Balance C/F	<u><u>0.00</u></u>	<u><u>0.00</u></u>

Company Number: 01556989 (England & Wales)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

FOR

COGAN COURT MANAGEMENT COMPANY LIMITED

COGAN COURT MANAGEMENT COMPANY LIMITED

CONTENTS OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

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Report of the Directors	2&3
Balance Sheet	4
Notes to the Financial Statements	5

COGAN COURT MANAGEMENT COMPANY LIMITED

COMPANY INFORMATION

FOR THE YEAR ENDED 31ST MARCH 2025

Directors: Mrs N Maddocks (resigned 17.07.2024)

Mr N Gregory

K Carnell (appointed 17.07.2024)

M Williams (appointed 17.07.2024)

Secretary: Neil Gregory

Registered office: Western Permanent Property Management Company

46 Whitchurch Road

Cardiff

CF14 3LX

Company number: 01556989 (England & Wales)

Bank Account: Lloyds Bank

Roath Park Cardiff (309207) Branch

Lloyds Bank plc

PO Box 1000

BX1 1LT

Current Account – Non-interest bearing

Reserve Account – Interest bearing

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT

FOR THE YEAR ENDED 31ST MARCH 2025

The directors present their report and accounts for the year ended 31st March 2025.

Principal Activity

The company has not traded during the year or subsequent to the year end. The principal activity of the company was the management of a property known as Cogan Ct, Cardiff and administering service charges as agents of the statutory trust for the residents. The company has no income or expenditure in its own right, all transactions in the year being related to the maintenance of the common parts in accordance with the lease. Service charges collected are held on trust for the purpose of meeting the relevant costs in relation to the property in accordance with the provisions of section 42 of the Landlord and Tenant Act 1987.

Directors:

The following persons served as directors during the year:

Mr N Gregory

Mrs N Maddocks (resigned 17.07.2024)

K Carnell (appointed 17.07.2024)

M Williams (appointed 17.07.2024)

Statement of Director's responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company for that period. In preparing these accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the company will continue in business.

COGAN COURT MANAGEMENT COMPANY LIMITED

DIRECTOR'S REPORT (continued)

FOR THE YEAR ENDED 31ST MARCH 2025

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in Accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

And signed on its behalf by:

DIRECTOR

Approved by the board on:

COGAN COURT MANAGEMENT COMPANY LIMITED

BALANCE SHEET

FOR THE YEAR ENDED 31ST MARCH 2025

NOTE

		2025	2024
		£	£
CURRENT ASSETS			
Cash at Bank and in hand		28	28
		-	-
CAPITAL AND RESERVES			
Called up share capital	4	28	28
Shareholders' funds		28	28

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

Members have not required the company to obtain an audit in accordance with section 477 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to the accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to the companies subject to the small companies' regime.

Director

Approved by the board on:

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COGAN COURT MANAGEMENT COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

1. Accounting policies

Accounting convention

These accounts have been prepared in accordance with the micro-entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime.

2. Taxation

No liability to UK corporation tax arose on ordinary activities for the year ended 31st March 2025 nor for the previous year ended 31st March 2024.

3. Income and Expenditure

The company has no income or expenditure in its own right. All transactions in the year relate to maintenance of the common parts in accordance with the lease. Income and expenditure arising from these transactions is shown in separate service charge accounts for the property that do not form part of the annual accounts of the company and are not filed at Companies house. All service charge monies received from the residents of the property are held on trust for the residents.

4.	Share Capital	2025	2024
	Issued		
	28 ordinary shares at £1 each	28	28
	Allotted and fully paid		

5. Ultimate Controlling party

There is no ultimate controlling party.

6. Ultimate Controlling party

The company contracts with third parties in its own name for the supply of services to the property for maintenance of the common parts in accordance with the terms of the lease. At 31st March 2025 the company had not entered into any non-cancellable contractual commitments.

Cogan Court
Year End: 31.03.25
Profit & Loss

	2025	2024
Service Charges Receivable	49,641.00	49,721.00
Contribution from Reserve Fund	-	-
	<u>49,641.00</u>	<u>49,721.00</u>
Total Property Expenditure	50,312.00	36,816.00
Operating Surplus/(Deficit) on Ordinary Activities Before Taxation	-671.00	12,905.00
Tax on Surplus/(Deficit) on ordinary activities	-	-
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u>-671.00</u>	<u>12,905.00</u>

Cogan Court
Year End: 31.03.25
Balance Sheet

	2025	2024
CURRENT ASSETS		
Debtors	1,026.00	2,381.00
Prepayments	6,288.00	5,487.00
Cash @ Bank	5,012.00	4,029.00
	<u>12,326.00</u>	<u>11,897.00</u>
CREDITORS		
Amount Falling Due Within 1 Year	2,071.00	5,676.00
Accruals	574.00	869.00
	<u>2,645.00</u>	<u>6,545.00</u>
Net Current Assets/Liabilities	9,681.00	5,352.00
TOTAL ASSETS LESS CURRENT LIABILITIES	<u><u>9,681.00</u></u>	<u><u>5,352.00</u></u>
<u>CAPITAL & RESERVES</u>		
Called up Share Capital	28.00	28.00
Reserves B/F	5,324.00	-12,581.00
LTM Savings	5,000.00	5,000.00
Year End Surplus/(Deficit)	-671.00	12,905.00
<u>Reserves C/F</u>	<u><u>9,681.00</u></u>	<u><u>5,352.00</u></u>

Cogan Court
Year End: 31.03.25
Debtors & Prepayments

	2025	2024
<u>Service Charge Debtors</u>		
Debtors	1,026.00	2,381.00
Service Charge Debtors	<u>1,026.00</u>	<u>2,381.00</u>
<u>Prepayments</u>		
Fire Alarm Testing/Maintenance	568.00	-
Insurances	5,670.00	5,437.00
Professional Fees	50.00	50.00
	<u>6,288.00</u>	<u>5,487.00</u>

Cogan Court
Year End: 31.03.25
Creditors

	2025	2024
<u>Creditors</u>		
Service Charges	428.00	1,484.00
Communal Electricity	139.00	854.00
General Maintenance	1,414.00	3,303.00
Fire Alarm Testing/Maintenance	80.00	5.00
Garden Maintenance	-	30.00
Postage & Stationery	10.00	-
	<u>2,071.00</u>	<u>5,676.00</u>
<u>Accruals</u>		
Accountancy	500.00	480.00
Bank Charges	6.00	13.00
Communal Cleaning	-	200.00
Electricity	68.00	176.00
General Maintenance	-	-
Postage & Stationery	-	-
Total Accruals	<u>574.00</u>	<u>869.00</u>

Cogan Court
Year End: 31.03.25
Reserves

	2025	2024
Reserves		
As at 1st April	5,324.00	-12,581.00
Called up Share Capital	<u>28.00</u>	<u>28.00</u>
	5,352.00	-12,553.00
Add: LTM Savings	5,000.00	5,000.00
Surplus for the Year	-	12,905.00
Less: Deficit for the Year	-671.00	-
Reserve Fund Contribution to S/C	-	-
C/F	9,681.00	5,352.00
Profit & Loss Account C/F	<u>9,681.00</u>	<u>5,352.00</u>

Cogan Court
Year End: 31.03.25
Profit & Loss

	2025	2024
Service Charges Receivable	49,641.00	49,721.00
Reserve Fund Contribution to General Maintenance	-	-
	<u>49,641.00</u>	<u>49,721.00</u>
Expenditure		
Accountancy	500.00	480.00
Cleaning Common Areas	2,600.00	2,723.00
Communal Electricity	1,269.00	957.00
Communal Window Cleaning	620.00	620.00
Companies House - Annual Return	34.00	13.00
Door Entry System	192.00	132.00
Electrical Testing/Maintenance	313.00	3,051.00
Fire Alarm Testing/Maintenance	1,112.00	1,002.00
Garage/Shed Structure/Maintenance	655.00	2,236.00
General Maintenance and Repairs	16,439.00	1,523.00
Garden/Grounds Maintenance	2,254.00	1,628.00
Health & Safety	943.00	830.00
Insurances	6,720.00	7,613.00
Management Fees	8,313.00	7,917.00
Pest Control	2,765.00	335.00
Postage & Stationary	97.00	174.00
Professional Fees	309.00	309.00
Reserve Fund Contribution	5,000.00	5,000.00
	<u>50,135.00</u>	<u>36,543.00</u>
Finance Charges - Bank Charges	<u>177.00</u>	<u>273.00</u>
	177.00	273.00
Total expenditure	50,312.00	36,816.00
Net Surplus/(Deficit)	-671.00	12,905.00
Balance c/f	<u><u>-671.00</u></u>	<u><u>12,905.00</u></u>
Surplus/Deficit to/from Reserves	671.00	-12,905.00
Service Charge Balance C/F	<u><u>0.00</u></u>	<u><u>0.00</u></u>



Fire risk assessment - fire extinguishers - fire alarms - emergency lighting

E-mail: info@capitalfire.co.uk Tel: 07966 868352 Web: capitalfire.co.uk

Head Office: Somerset View Centre, 9 Brynteg, Cardiff CF14 6TS

Registered in England and Wales, Company Registration no 5399832, Registered Office as above address

Fire risk assessment (life-safety)

of the communal areas of:

Cogan Court

Cogan Pill Road
Llandough
CF64 2NQ

Client: Cogan Court Management Company Ltd
Responsible Person: Cogan Court Management Company Ltd
Persons consulted: Western Permanent Property
Role of person consulted: Property managing agents

Assessor: Nick Jones

Type of assessment: Type 1 - common parts only - Life safety, non-destructive

Date of assessment: April 2023

Date of next assessment due: April 2026
(as per the policy of the managing agents)
(or when changes are made to the site/occupants that warrant a review, whichever is sooner)

Fire safety legislation applicable to the site listed:
The Regulatory Reform (Fire Safety) Order 2005
(see last page of this report for further information)

Guidance documents consulted:

LGA: "Fire safety in purpose-built flats"

Contents

Section content	Page no	Section content	Page no
Colour-codes explained	3	Control of fire-spread (communal)	18
General information and site description	4	Fire-resisting door-sets (communal)	21
General information / internal building description	5	Fire detection/warning (communal)	25
Building envelope	7	Fire detection warning (within flats)	26
Occupants	9	Fire-safety signage (communal)	27
Fire hazards (communal)	(10-14)	Means of fighting fire (communal)	28
Electrical	10	Facilities for the Fire Service	29
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Portable heaters and heating/ventilation systems	11	Fire action procedure - info for residents	32
Cooking / kitchen-activity	11	Testing and maintenance schedule	33
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Housekeeping	12	Risk level estimator	35
Hazards introduced by outside contractors and building works	13	Action plan	37
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Means of escape (communal)	15		
Emergency escape lighting (communal)	17		

Priority levels - colour code explained

Physical action recommended (as opposed to recommendations for ongoing management) has been issued in coloured text, denoted as follows:

Priority Level 1: These should be undertaken urgently (we suggest within one month), or a fire could easily start, or the consequences of fire could be severe.

Priority Level 2: These should be undertaken within a defined timescale, (we suggest within 12 months), to lower the risk of a fire starting, or lower the severity of the consequences of fire.

Priority Level 3: These should be addressed, and undertaken if resources permit. They will increase the level of fire-safety within the premises, but the proportion of cost to risk-reduction will need to be considered in determining their necessity or feasibility.

Building protection: Although this is a LIFE fire risk assessment, these more obvious items were noted, which if addressed, would improve the BUILDING safety. They will increase the safety of the building, but may have limited effect on LIFE safety, and thus the proportion of cost to risk-reduction will need to be considered in determining their necessity or feasibility. (This is not an exhaustive list of recommendations for building protection; a separate fire risk assessment for Building protection would need to be undertaken to achieve this.)

Note that such priority-levels are subjective, and are judged whilst taking into consideration other factors within the property.

Also note that you should not feel prohibited from undertaking a recommended action of lower priority before undertaking a recommended action of higher priority should the low cost/effort warrant it.

1.01 General information and site description

Type of premises: Purpose-built block of flats
Two detached blocks

Note that a building converted/refurbished - to form a block of flats - in accordance with Building Regulations 1991 or later, may be classed as a purpose-built block of flats.

Approx date of construction (in case of purpose-built flats) or of conversion to flats: 1981

Refurbished to Building Control approval in accordance with the 1991 (or later) Building Regulations: N/A

Based on this, compartmentation within the building should be assumed to be adequate such as to support a stay-put policy in the event of fire subject to the flat-entrance doors being adequately fire-resisting.

Evacuation strategy: Stay-put

Number of blocks in the development: 4
Total number of flats in development: 28
Number of storeys in tallest block: 3
Height of floor of top storey above ground level: under 11m

Fire loss experience: None

Ancillary accommodation as separate buildings within the site:

None

Refuse storage:
Designated compound within private grounds

Car-parking arrangements:
Combination of below building (semi-open) and open grounds

Access-controlled entrance gates:
None

Access to Fire Service:
Via public highway to entrance to building/s

Fire hydrant/s available: Public only

Other relevant information:

Building description

1.02 Summary of accommodation:

Block/building/flat:	Each of the four blocks
Accessible communal attic space:	No
Number of stairwells (internal, external):	1, 0
Each stairwell leads directly to final exit:	Yes
Each stairwell fire-separated from the other/s:	N/A
Number of final exits (communal):	1
Flats lobbied from escape stairwell:	*
Means of access to building:	Key (manual)
Means of egress from building:	Manual
External fire escape present:	No
Some/all flats externally accessed:	No
Some/all flats accessed from balcony:	No
Mail/post arrangements:	
Letterbox in each flat-entrance door	
Cupboard-access service riser/s:	Yes
Electrical (motorised) lift/s present:	No
Enclosure under stairs:	No
Store cupboards served by lobbies to flats:	No
Store cupboards served by stairwells:	No
Resident stores (served by lobbies to flats):	No
Resident stores (served by stairwells):	No
Refuse chute present:	No

* Notes/variatioins:

*Most flats lobbied from escape stair, but not all, as outlined on following page.

Areas unable to be accessed at time of inspection:

The two cupboards accessed from the communal lobby within block containing flats 1 and 2 - ensure that the internal casing is imperforate 30m fire-resisting, and that no items are houses therein apart from those inherent to the building. Ensure that the entrance door to each of these cupboards is at least a notional fire-resisting door (44mm thick solid wood and well-fitting in its frame)

Outline of internal accommodation

Block containing flats 1 and 2 (stacked below block containing flats 3-13:

Entrance lobby serving:

FD (N) to flat, FD (N) to flat, FD (N) to cupboard (no access),
FD (N) to cupboard (no access)

Block containing flats 3-13 (stacked above block containing flats 1-2):

Ground floor:

Entrance lobby serving:

FD(N) to flat 3, FD(N) to flat 4, FD(N) to flat 5, FD(N) to elec
services riser cupboard, stair

First floor:

Landing serving FD(N) to lobby serving:

FD(N) to flat 6, FD(N) to flat 7, FD(N) to flat 8, FD(N) to elec
services-riser cupboard

Second floor:

Landing serving FD(N) to flat 13 and FD(N) to lobby serving:

FD(N) to flat 10, FD(N) to flat 11, FD(N) to flat 12, FD(N) to elec
services-riser cupboard

The above two blocks form one detached building

Block containing flats 14-22:

(Attached to block containing flats 23-28)

Ground floor:

Entrance lobby serving:

FD(N) to flat 14, FD(N) to flat 15, FD(N) to flat 16, FD(N) to elec
services riser cupboard, stair

First floor:

Landing serving FD(N) to lobby serving:

FD(N) to flat 17, FD(N) to flat 18, FD(N) to flat 19, FD(N) to elec
services-riser cupboard

Second floor:

Landing serving FD(N) to lobby serving:

FD(N) to flat 20, FD(N) to flat 21, FD(N) to flat 22, FD(N) to elec
services-riser cupboard

Block containing flats 23-28:

(Attached to block containing flats 14-22)

Ground floor:

Entrance lobby serving:

FD(N) to flat 23, FD(N) to flat 24

services riser cupboard, stair

Landing serving FD(N) to flat 25, FD(N) to flat 26

Second floor:

Landing serving FD(N) to flat 27, FD(N) to flat 28

The two above blocks form one detached building

Building envelope

1.04 Outline of building envelope:

Primary material of walls:	Brick
Primary material of roof:	(Flat)
Primary material of (most) window/door frames:	PVC
Cladding visible on building façade:	Yes
Cladding appears to be of obviously non-combustible material (slate, tile etc):	Yes

1.05 Outline of external escape stairs (if present):

Primary material of stair-carriage:	N/A
Primary material of staircase supports:	
Primary material of ballusters:	
Tread of - or lined with - non-slip material:	

If this is the sole access/egress stair to flats: N/A

Doors leading onto it - or opening near it - adequately fire-resisting (excluding top floor):
Windows opening near it adequately fire-resisting and fixed shut (excluding top floor):

Notes, and recommended action

1.04 The vertical lines of windows from ground to top floor contain infill panels (externally) between window and window, and the infill panels appear to be of (combustible) PVC. This creates the potential for fire-spread from a fire within a lower-storey flat to upper-storey flat/s, and the situation is viewed negatively within PAS9980 (2022) - Fire risk appraisal of external wall construction and cladding of existing blocks of flats (in particular, refer to table N.1 on page 143)

I thus recommend that a FRAEW (fire risk appraisal of external walls) is undertaken by a competent person and its findings/ advice acted upon accordingly.

Note that I have not recommended this in previous assessments of this building, but the Fire Safety Act 2021 (which came into force on 16 May 2022) clarified that such external walls should be assessed, and thus these are my findings in the light of this Act.

This outline of the building envelope is not a Fire Risk Appraisal of External Wall construction and cladding (FRAEW), but we may recommend that one is undertaken as per the guidance contained in BS PAS9980 (2022).

Building envelope

Notes, and recommended action

1.06 Outline of balconies used to access flats: N/A

Primary material of base:

Primary material of supports:

Primary material of protective railings:

Tread of - or lined with - non-slip material:

Ceiling of balcony above escape route

of non-combustible lining:

If there are no alternative means of escape from the balcony:

Doors leading onto it adequately fire-resisting:

Windows/apertures below 1.1m from foot-level

suitably fire-resisting and fixed-shut:

1.07 Outline of other balconies (not used as means of escape):

N/A

Resident owned/controlled:

Type:

Primary material of base:

Primary material of structure-support:

Primary material of protective railings:

Ceiling of balcony above escape route

of non-combustible lining:

Stored items on privately-owned/controlled

balconies - that are visible from external ground

level at time of inspection - appear reasonable

from a fire-safety perspective:

This outline of the building envelope is not a Fire Risk Appraisal of External Wall construction and cladding (FRAEW), but we may recommend that one is undertaken as per the guidance contained in BS PAS9980 (2022).

Occupants

2.01 Besides residents and their occasional visitors, the following may be present in the building:

Occasional contractors	Yes
------------------------	-----

Staff, using this site as a workplace (e.g. concierge)	No
--	----

It is assumed that all of the above persons:

are able to understand fire safety signage

are aware of appropriate fire-prevention measures required

are able to hear an audible fire alarm

are able to evacuate the building unaided

Notes, and recommended action

General recommendations:

2.01 We have not assessed the risk-profile of each resident. Residents that have significant limitations regarding sight, hearing, mobility etc, should inform the Managing Agents. Such advice is provided in the information provided to the residents.

Information is available outlining the residents' responsibilities, fire prevention measures, and the fire action procedure. This information should be displayed, and distributed to existing and proposed (new) residents.

Fire Hazards

3.01 Electrical (communal):

3.01A Fixed installations periodically inspected/tested:	Yes
3.01B Portable appliances periodically inspected/tested:	N/A
Overall, measures taken to prevent fires of electrical origin reasonable:	Yes

3.02 (Communal) smoking:

Prohibited in appropriate areas:	Yes
Suitable arrangements for those who wish to smoke:	Yes
Smoking policy observed at time of inspection:	Yes
"No smoking" signs in communal areas:	No
Overall, measures taken to prevent fires as a result of smoking reasonable:	Yes

3.03 Arson:

Absence of unnecessary fire-load in close proximity to premises (or available for ignition):	Yes
Overall security against arson reasonable*:	Yes

**Reasonable only in the context of this fire risk assessment.
You may wish to seek advice from a security specialist. Arson may be indiscriminate, targeted, opportunistic or planned/forced.
It is not possible to advise on every eventuality in this assessment.*

Notes, and recommended action

3.01A IEE wiring test undertaken in Nov-21

3.01B There are no portable electrical appliances present in the communal areas.

3.02 Residents are entitled to smoke in their flats and outside the building.

Provide/fix "No smoking" sign in appropriate communal area.
(In all blocks except block containing flats 14-22 where the sign is already present)

3.03 There is no record of any arson-attempt.
The site is very visible in the neighbourhood.

Further controls/features that are recommended to minimise fire-risks posed by these items are outlined later in this report.

Fire Hazards

3.04 (Communal) portable heaters and heating/ventilation systems:

Satisfactory control over the use of portable heaters: Yes
Fixed heating and ventilation installations
subject to regular maintenance: Yes

3.05 Communal cooking / kitchen-activity:

Equipment present:

Kitchenette (toasters, microwave etc): No
Gas hob: No
Electrical hob and oven: No
Deep fat fryer: No
Fridges/freezers: No

Filters cleaned/changed and ductwork cleaned
periodically: N/A

**Overall measures taken to prevent fires
as a result of cooking reasonable:** N/A

3.06 Lightning:

Building has a lightning-protection system: No

Notes, and recommended action

Type of communal
heating system: None

3.04 No evidence of portable heaters being used
There is no communal heating system

3.06 Given the low/comparable height of the building in relation to
surrounding buildings, it is not concluded that a lightning
protection system would be essential. However, lightning does
not necessarily strike the tallest building of a group of buildings,
and for building protection, you may wish to consult a specialist.

*Further controls/features that are recommended to minimise
fire-risks posed by these items are outlined later in this report.*

Fire Hazards

Notes, and recommended action

3.07 (Communal) housekeeping:

Managed-use policy in place?	No
Sources of ignition in escape route other than fixed elec heaters, CCTV, and inherent items:	No
Sources of fuel other than inherent items and reasonably-required items, in escape route and areas not intended for storage, in particular:	
Decorative furniture and furnishings:	Yes
Imitation flowers/plants:	Yes
Prams, buggies, bicycles:	No
Mobility scooters:	No
Combustible window coverings (e.g. curtains):	No
Combustible items in cupboards containing sources of ignition	Yes
Excessive build-up of unwanted mail	No
Resident owned/controlled items	Yes
In designated or privately-owned stores, sources of ignition - sources of fuel: (Please refer to control measures later in report)	N/A
Flammable liquids/gases (in ANY area or store):	No
Overall standard of housekeeping adequate:	No

3.07 Remove the following items from the following areas:

Imitation flowers/plants	Outside flat 12 On landing and lobby near flats 17-19
Combustible items in cupboards containing sources of ignition	In service riser rear flats 20-22,
Decorative furniture and furnishings	in lobby near flats 14-16
Imitation flowers/plants	in lobby near flats 14-16
Decorative furniture and furnishings	Throughout block 23-28
Imitation flowers/plants	Throughout block 23-28

Further notes:

Fire Hazards

3.08 Hazards introduced to communal areas by outside contractors and building works:

Contractors provide risk assessments and method statements where appropriate:	See note
Suitable precautions taken by in-house maintenance personnel who carry out works:	See note
Where appropriate, fire safety conditions imposed on outside contractors:	See note
Commitment provided to comply with reasonable requirements of contractors in terms of fire-safety:	See note
Where appropriate, a permit to work system used (e.g. for "hot work"):	See note
Overall, control over works carried out in the building by contractors satisfactory*:	See note

**Suitable guidance documents on control of contractors is available on request.*

Notes, and recommended action

- 3.08 No hot-work typically takes place in the premises.
In assessing a job proposed by a contractor, the Responsible should determine whether any of the items listed opposite are required, and act accordingly in respect of these controls.

Further controls/features that are recommended to minimise fire-risks posed by these items are outlined later in this report.

Fire Hazards

Notes, and recommended action

3.09 Dangerous substances:

Substances/items present:*

Petrol:	No
Other flammable liquids:	No
Cooking oil*	No
Explosive substances:	No
Flammable gas cylinders:	No
Oxygen cylinders:	No
Oxidising agents:	No
Combustible metal/metal compounds/metal-dust:	No

General fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises: N/A

**Small quantities with negligible impact on the appropriate fire precautions are not taken into account.*

3.10 Other items/practices present:

Processes that involve the use of - or generation of - significant heat (welding, machinery):	No
Communal laundry equipment:	No

Note that where dangerous substances are stored or used in the premises, a specific risk assessment should be undertaken in respect of these, namely in accordance with DSEAR (Dangerous Substances and Explosive Atmospheres Regulations)

Further controls/features that are recommended to minimise fire-risks posed by these items are outlined later in this report.

Means of escape (communal)	Notes, and recommended action
4.01 Travel distance acceptable from communal room or flat entrance to protected stairwell or final exit: Yes	4.01 Maximum travel distance where there is one route available: Fewer than 18 metres
4.02 Satisfactory arrangements for escape where revolving or sliding doors are used as exits: N/A	4.02 None present
4.03 Fire exits open in direction of escape (where more than 60 persons are required to use the exit): Yes	4.04 Communal exits are not secured beyond a simple means of operation to unlock/open: without the use of a key
4.04 Satisfactory arrangements for securing exits: Yes	4.05 As there is no lift in the building it is reasonable to assume that occupants who use the staircase to enter are able to exit via the staircase too.
4.05 Reasonable arrangements for means of escape for disabled persons: N/A	4.06 Internal exit routes are of a minimum width of: one metre
4.06 Internal exit routes and stairwells of suitable width, unobstructed and without trip/slip hazard: Yes	4.07, 4.08 None present
4.07 External staircase reasonable and without trip/slip hazard: N/A	
4.08 External escape routes accessible, unobstructed and without trip/slip hazard: N/A	

Means of escape (communal)	Notes, and recommended action
4.09 All doors on escape routes able to be opened easily, manually and without use of a key: Yes (excluding doors to small cupboards, but including exit-doors/gates from enclosed car-parks)	
4.10 Electrically-operated doors release on activation of fire alarm, or a manual over-ride present: N/A	4.10 Exit doors are opened manually
4.11 Inner-rooms suitably protected: N/A	4.11 None present
4.12 Inner-inner rooms present: No	

**Based on a visual inspection. No test of the illuminance levels undertaken or verification of full compliance with BS5266.*

Emergency lighting (communal)

4.16 Reasonable standard of emergency lighting*: Yes

**Based on visual inspection. No test of the illuminance levels undertaken or verification of full compliance with BS5266 provided.*

Notes, and recommended action

A list of the types and locations of emergency lighting devices should be available from the emergency lighting service contractor.

Emergency lighting is present:

The communal escape route
Communal lobbies between the stairwell and flats

Street-lighting is available outside the final exits of each block.

Control of fire-spread

Regarding fire-separation and fire-spread, based on a general visual inspection, and not on a detailed survey (see note opposite), and not including door-sets (see separate section):

5.01 Adequate compartmentation between storeys in the communal areas:	Yes
5.02 Adequate compartmentation between the communal escape routes and flats/rooms/cupboards/risers that the escape routes serve:	Yes
5.03 Fire-compartmentation present and reasonable within service risers (where the riser traverses compartments, e.g. through lobbies to flats): <i>(not applicable where riser is contained within a stairwell compartment)</i>	No
5.04 Fire-compartments maintained and unbreached in areas above false ceilings (based on sample inspections):	N/A
5.05 Reasonable fire-separation within communal large attic-void:	Yes

Notes, and recommended action

5.02 Compartment walls/floors appear to be of fire-resisting construction.
5.03 <i>The service-riser in each block does not appear to be fully compartmentalised between storey and storey within it and/or holes are present around services traversing the storeys within it. Note that the riser traverses the lobbies to the flats rather than the vertical stairwell compartment, and thus it traverses compartments rather than running parallel with a single compartment, and thus it would be appropriate to compartmentalise it in line with the storeys around it. Fitting FD60S doors to it rather than FD30S doors to it may avoid the need to further fire-compartmentalise within it, however. Advice from a passive fire-protection specialist should be sought.</i>
5.04 No false ceilings present
5.05 No communal attic void present

Control of fire-spread

Notes, and recommended action

5.06 Gas intake/switchgear etc adequately secured:	Yes	5.06 This is present in a cupboard/room fire-separate from the communal escape route / circulation space. (However note that we have recommended to increase the fire-resistance of the doors that access it)
5.07 Fire dampers provided as necessary to protect critical means of escape against smoke/fire in early stages of a fire:	N/A	5.07 Not included at design/construction
5.08 Holes (e.g. gaps around services) breaching fire-resisting barriers:	Yes	5.08 Seal holes (and gaps around services) with fire-resisting material at the following locations: From service riser cupboards to surrounding compartments (typically flats) From lobbies into flats, typically via the doorframe.
5.09 Floor linings reasonable:	Yes	5.09 Floor linings are of short-pile carpet or lino-type material. These linings are unlikely to bear a high surface spread of flame.
5.10 Wall and ceiling linings reasonable:	Yes	5.10 Wall and ceiling linings are of painted plaster/plaster-board. These linings are unlikely to bear a high surface spread of flame.
5.11 Smoke ventilation considered:	Yes	5.11 Smoke ventilation is provided in the form of: Manually-operated windows throughout stairwell

This assessment does not involve a detailed or structural survey, and our assumptions and findings are based on general, visual (non-destructive) inspection only. You may wish to appoint a fire-stopping specialist to undertake a detailed and/or destructive survey to ensure fire-separation in all required areas is satisfactory. A full investigation of the design of heating/ventilation/air-con systems is outside the scope of this assessment.

Control of fire-spread

Notes, and recommended action

Fire-resisting door-sets - General information

6.01 To protect communal escape routes (internal and sometimes external) from a fire within a flat easily breaking into them:

In blocks of flats whose top storey's floor is no more than 18 metres above ground level, flat-entrance door-sets served by an internal communal area should be of a minimum standard of 30-minute fire-resisting. In cases where flat-entrance doors are served by a balcony with only one means of escape therefrom, or where flat-entrance doors are served by single access/agress external stair, these door-sets may still need to be of minimum standard of 30-minute fire-resisting.

Based on the fire-strategy for the building, additional doors within the communal areas of the building may also need to be 30-minute or even 60-minute fire-resisting, typically doors to: stairwells, lobbies, ancillary accommodation, cupboards, service-risers, service-rooms/cupboards, internal car-parks.

6.02 **Flat-entrance fire-resisting door-sets should be fitted with:**

A positive-action overhead self-closing device
Intumescent fire-seal and smoke seal brush
Three steel or brass hinges
Fire-resisting glass (where glass is present)
Fire-resisting letterbox (where a letterbox is desired)
(and our goodwill advice is that its locking mechanism should be of the type that is able to be unlocked from the inner side without the use of a key)

6.03 **Other (communal) fire-resisting door-sets should be fitted with:**

A positive-action overhead self-closing device
(or a lock, where the door is intended to be kept locked; this should be of mechanism such that it is able to be unlocked from inner side without the use of a key e.g. turn-level mechanism)
Intumescent fire-seal and smoke seal brush
Three steel or brass hinges
Fire-resisting glass (where glass is present)

6.04 Where a building has been constructed/refurbished to Building Regulations, it is assumed that the original doors therein were deemed acceptable at time of construction. Therefore, in older properties, there may be variations/omissions of items that would be present in modern-certified fire-resisting door-sets, typically intumescent fire-seal and/or smoke seal brush. Sometimes a one-inch door-stop was provided to act as a smoke seal. Advice in LGA document (62.16 and 62.23) states that upgrading existing doors simply because of this should not be made a generic recommendation. It goes on to advise that for blocks of flats of this size/type, notional fire-resisting doors should continue to be acceptable. Based on this, I would not automatically recommend that intumescent fire/smoke seals are fitted to the original doors in this property (although if a door is to be replaced, then it would be wise to fit a modern certified fire-resisting door-set that would incorporate these).

Fire-resisting door-sets

6.06 The doors intended for fire-resisting purposes in this premises appear to be as follows:

Flat-entrance doors	FD (N)
Each door to service riser in each block: (except each door to service cupboard near flats 1-2)	Not designated
Door to each of two service cupboards near flats 1-2:	FD (N)
Each door from stairwell to lobby serving flats (in each block):	FD (N)

Notes, and recommended action

6.07 Apart from deviations listed overleaf, the flat-entrance door-sets (based on **sample** visual inspection), are:

44mm thick and appear to be 30m fire-resisting:	Yes
Fitted with three metal hinges:	Yes
Fitted with intumescent fire-seal:	No
Fitted with smoke seal <i>or 25mm door-stop</i> :	No
Fitted with overhead pos-action self-closing device:	No
Fitted with other type of self-closing device:	No
Description of letterboxes in flat-entrance doors (based on a sample inspection):	
Outer metal flap, opening outward from flat, (generally not spring-loaded), inner flap or brush	

6.08 Apart from deviations listed overleaf, the communal door-sets intended for fire-resisting purposes are:

* 44mm thick and appear to be 30m fire-resisting:	See note
* 54mm thick and appear to be 60m fire-resisting:	See note
Fitted with three metal hinges:	See note
Fitted with intumescent fire-seal:	See note
Fitted with smoke seal <i>or 25mm door-stop</i> :	See note
Fitted with overhead pos-action self-closing device: (or lock, as applicable):	See note
Fitted with other type of self-closing device: (or lock, as applicable):	See note

**obviously this is as applicable*

Fire-resisting door-sets

Notes, and recommended action

6.09 Location of door:

6.09 Notes, and action advised:

Each flat-entrance door:

(Please refer to 6.04)

Letterbox in each flat-entrance door:

Fit positive-action overhead self-closing device

Door to each of two service cupboards near flats 1-2

Replace with intumescent 30m fire-resisting type.
(Not applicable to entrance door to each of flat 14 and flat 18, however - either no letterbox present or letterbox is at low-level with inward-opening metal outer flap)

Unable to access:

The two cupboards accessed from the communal lobby within block containing flats 1 and 2 - ensure that the internal casing is imperforate 30m fire-resisting, and that no items are housed therein apart from those inherent to the building. Ensure that the entrance door to each of these cupboards is at least a notional fire-resisting door (44mm thick solid wood and well-fitting in its frame)

I would also prefer to see the locking mechanism of each of these two doors (currently mortice) replaced with mechanism that is able to be opened from inner side without the use of a key (such as turn-lever/thumbturn)

Our findings are based on a visual inspection. No test of the fire-door sets undertaken, or verification of full compliance with relevant British Standards provided. A programme should be put in place to periodically inspect all fire-resisting doors (including those of flat entrances). Assessment not relevant to property protection. Note that in many cases, the responsibility for maintenance of flat-entrance door-sets rests with the residents, and the free-holder's power to arrange for defects to be rectified may be limited or non-existent. Please refer to the LGA document and Government advice documents for clarification and information. Also see notes on preceding two pages for further information.

Fire-resisting door-sets

Notes, and recommended action

6.09 Location of door:

Door to each service riser in each block (excepting doors to service cupboards near flats 1-2 which have already been addressed above):

6.09 Notes, and action advised:

Replace door-set with FD30S as per the spec outlined in 6.03.

Our findings are based on a visual inspection. No test of the fire-door sets undertaken, or verification of full compliance with relevant British Standards provided. A programme should be put in place to periodically inspect all fire-resisting doors (including those of flat entrances). Assessment not relevant to property protection. Note that in many cases, the responsibility for maintenance of flat-entrance door-sets rests with the residents, and the free-holder's power to arrange for defects to be rectified may be limited or non-existent. Please refer to the LGA document and Government advice documents for clarification and information. Also see notes on preceding two pages for further information.

Fire detection/warning (communal)

7.01 Type of communal fire alarm system present in each block:

Category L4

to BS5839 part 1

Fire alarm monitored: No

Intelligent fire alarm system: No

Unreasonable level of false alarms: No

This **communal** system in this building comprises:

Fire alarm control panel near main entrance

Anti-tamper fuse-spur in feed to panel

Manual call point near each final exit

Smoke detection throughout escape routes

Audible warning devices as appropriate:

Protective covers fitted to call-points No

Ancillary equipment/services activated/deactivated
on activation of fire alarm: None

Notes, and recommended action

7.01 Consider undertaking the following:

Display a diagrammatic plan of the building near the fire alarm control panel, showing the fire alarm zones and the escape routes of the building.

However, note that the building is small, and it is likely that the Fire Service would be able to locate the fire quickly.

Consider fitting protective cover to each fire alarm call-point to help reducing unwanted (false) fire alarm activations.

Our findings are based on a visual inspection. No test of the sound levels undertaken, or verification of full compliance with BS-5839 provided. Assessment not relevant to property protection.

Fire detection/warning (within flats)

Recommended action

- 8.01 This assessment is of the communal areas only. However, please note that guidance documents recommend that a fire alarm system conforming to a minimum of Grade D Category LD3 (to BS5839-6) is present within each flat. This essentially comprises a series of mains-powered battery-backed smoke alarms (interlinked) throughout the escape routes within the flat. Often this will be no more than one such smoke alarm within the entrance hallway (for a single-storey flat). Where this is not present, or you have no authority to enforce the fitting of such, we strongly recommend that at least a battery-operated smoke alarm is fitted within the entrance/exit hallway within each flat, and this recommendation is included in the information to be provided to the residents.

An inspection of a sample flat-entrance hallway found the following device present:

No smoke or heat alarm

Fire-safety signage (communal)		Notes, and recommended action
9.01 Fire action signs displayed	No	9.02 Display fire action information at entrance to building/s. (Print and display page 32)
9.02 Fire action information displayed	No	9.02 Provide fire safety/action information to existing/new residents. (Email - or print and post - page 32)
9.03 Fire action information available	Available herein to be provided to residents	9.05 Install the following signs at the following locations:
9.04 "Do not use lift (etc)" signs (if lift does not shut down in event of fire alarm activation) displayed:	N/A	"Keep locked" sign on the door to each riser cupboard, and on each of the two cupboards outside flats 1 and 2.
9.05 "Fire door keep shut/locked" signs displayed on all relevant communal doors:	No	
9.06 Fire exit signage displayed: (required only where escape route is long or complex etc)	N/A	
9.07 Door-activation/protection signs displayed (e.g. push bar to open, fire exit keep clear) on relevant doors:	N/A	
9.08 Other signage required:	Yes	

Our findings are based on a visual inspection. No verification of full compliance with relevant British Standards provided.

Means of fighting fire

Notes, and recommended action

10.01 Fire extinguishers (in areas serving flats only):

None present	
Within service date	N/A
All mounted on wall or on extinguisher stand	N/A

10.02 Fire extinguishers in areas serving ancillary accommodation used as a place of work:

None present	
Within service date	N/A
All mounted on wall or on extinguisher stand	N/A

Level of manual fire-fighting appliances reasonable*: N/A

10.03 Fire extinguishers visible and accessible:	N/A
--	-----

10.09 Fire extinguishers are not required in areas that serve flats only.

10.04 Fire extinguishers mounted on wall or stand:	N/A
--	-----

10.05 Sprinkler system present:	No
---------------------------------	----

10.06 Other automatic fire extinguishing system present:	No
--	----

Level of fire-fighting items reasonable*:	Yes
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**Our findings are based on a visual inspection. No test of the fire extinguishing equipment undertaken or verification of compliance with relevant British Standards.
Assessment not relevant to property protection.*

Facilities for the Fire Service	Notes, and recommended action
11.01 Access-gate provides means of entry to the Fire Brigade (manually or linked to fire alarm system): N/A	11.01 There are no access-gates present.
11.02 Suitable provision of fire-fighters' switch(es) for high-voltage luminous tube signs etc: N/A	11.02 There are no high-voltage luminous tube signs present.
11.03 Facilities for electrical isolation of photovoltaic (PV) cells with appropriate signage: N/A	11.03 There are no photovoltaic cells present.
11.04 Private fire-hydrant present: No	11.04 Public fire hydrant is available.
11.05 Dry riser/s present: No 11.06 Wet riser/s present: No	11.05, 11.06 Not required in these low-rise buildings
11.07 Written information/signage provided to aid the Fire Service in its duties: No	11.05 Not required in this type/size of property

Fire safety management

- 12.01 Person/entity responsible for fire-safety:
Cogan Court Management Company Ltd
- 12.02 Person/entity who assists with fire prevention/protection:
Western Permanent Property (who appoints contractors accordingly, where necessary)
- 12.03 Procedures in the event of fire appropriate and properly documented where appropriate: See note
- 12.04 Routine inspections (in-house or by management) of housekeeping and fire-safety related matters: See note
- 12.05 Inspections/checks/tests/services undertaken of relevant items on our suggested schedule: See note
- 12.06 Records available of the above, where relevant: Yes
- 12.07 Suitably located premises information box available for the fire service: Yes
- 12.08 Arrangements in place to keep the information box up to date: Yes
- 12.09 Fire action/safety information provided to residents: See note

Notes, and recommended action

- 12.03-12.06 Consultation with the managing agents found that:
- * An emergency plan / fire-action procedure is in place, and this is documented later in this report;
 - * Routine housekeeping inspections take place by the managing agents; for your assistance, I have provided a list of items to check during these inspections, and this list is provided later in this report;
 - * Inspections/checks/tests/servicing of fire-safety features/ equipment are undertaken by contractors as appointed; for your assistance, I have provided a testing and maintenance schedule, and this is outlined later in this report.

Ensure that the managing agents maintain a programme of providing fire-safety information, fire-prevention and fire-safety management - in accordance with the content of the pages 32-34.

- 12.06-12.08 Log-book is present near each fire alarm control panel, and contains records of such. It is updated upon completion of relevant checks/tests/services. Certificates of servicing works are held by the managing agents.

- 12.09 The managing agents provide written information to residents - printed and displayed in appropriate communal areas in the building/s. However, this should be updated as the new (this) fire risk assessment is undertaken, as content of the information may be updated from that within the last assessment.

Cooperation and coordination

Notes, and recommended action

- | | |
|--|----------|
| 13.01 Appropriate liaison with the fire service at their familiarisation-visits: | See note |
| 13.02 Adequate cooperation between responsible persons in the case of premises in multiple occupation: | N/A |
| 13.03 Adequate cooperation with occupants of neighbouring premises: | N/A |

- 13.01 The Responsible Persons and managing agents are willing to provide assistance to the Fire Service at their familiarisation visits.

Fire-safety information for residents

- * We strongly recommend that smoke alarms are fitted - if not already present - in the escape route within your flat. Ensure that you can hear them activate from all areas of your flat. Test and replace them in accordance with the manufacturer's instructions. (Kitchens: heat alarms, Escape routes: smoke alarms)
- * Ensure that you and your visitors are able to escape to outside the building unaided and without using a lift.
Contact the Fire Service if you have any concerns.
- * Ensure that your flat-entrance door-set is 30m fire-resisting. Its locking mechanism should be of the type that does not require a key to unlock it from within your flat. If it does not have this mechanism, consider replacing it accordingly, or ensure that its key is readily available at all times.
- * A self-closing device should be fitted to your flat-entrance door. Keep your flat-entrance door closed when not in use.
- * Ensure that doors within and served by the communal areas and escape routes are kept closed when not in use.
- * Do not store any items in any communal area (including attics, and cupboards that are not designated for storage).
- * In particular, storage and charging of battery-operated devices presents a high risk.
- * Your lease may have restrictions re items that may be stored/used on your balcony (if present). In all cases, take care that what you store/use thereon does not present a fire-risk to you and your neighbours. Avoid the use of barbeques or heaters thereon.
- * And of course, smoking is prohibited in any internal communal area.

Cogan Court

If you discover a fire in your flat:

- 1 Evacuate the flat, taking door-keys with you if safely possible, and close flat-entrance door.
- 2 Telephone 999 to report the fire to the Fire Brigade.
- 3 Evacuate the building.
Residents in other flats may stay-put*
(The building has been designed to support a stay-put strategy)

**This does not imply that those not directly involved who wish to leave the building should be prevented from doing so. Nor does this preclude those evacuating a flat that is on fire from alerting their neighbours so that they can escape if they feel threatened. The communal fire alarm system is available for activation for alerting residents of other flats, or if you are unable to telephone the Fire Brigade immediately.*

In the event of the communal fire alarm sounding:

The appropriate strategy for residents in flats is to stay put* and telephone 999 to report the fire alarm to the Fire Brigade. Occupants not in flats (i.e. in communal areas) are to evacuate.

A particular event/circumstance may warrant variation of action. Do not take risks, and follow the Fire Brigade's advice.

Testing and maintenance schedule

Cogan Court

This assessment does **not** ascertain that the the appropriate checking/testing/servicing has been undertaken to date.

Here is the recommended schedule of maintenance of fire-safety features/equipment, which should be undertaken by competent persons.

Yes = Applicable to this site (whether for existing or proposed items), N/A = Currently not applicable to this site

Weekly:

Test of manual call-point (different one per week)	Yes
to ensure this activates the fire alarm	Yes
and the smoke ventilation system	N/A

Monthly:

Short-test of emergency lighting	Yes
Check of fire extinguisher seals & pressure-gauges:	N/A

Six-monthly:

Service of fire alarm system to BS5839	Yes
Service of smoke ventilation and/or ancillary	N/A
equipment/services for fire protection to BS7273	N/A
Inspection of dry riser/s to BS9990	N/A

Annually:

Inspection of fire-resisting doors to BS8214*	Yes
Full-duration-test of emergency lighting to BS5266	Yes
Test of dry riser/s to BS9990	N/A
Service of fire extinguishers to BS5306	N/A
Service of sprinkler system to BS EN 12845	N/A
Test of private fire hydrant to BS9990	N/A
Test of lightning protection system to BS EN 62305	N/A

Five yearly:

Electrical wiring test to BS7671	Yes
----------------------------------	-----

*This should include flat-entrance door-sets, in particular to check that each is 30-minute fire resisting, that a positive-action self-closing device is fitted to each, and that each letterbox (where present) bears the minimum features of an outer-flap that is metal and spring-loaded, and an inner smoke-seal. However, note that the responsibility for remedial works required to flat-entrance door-sets may rest with the residents - please refer to Government guidance.

This schedule is not exhaustive. Other items should be maintained as an ongoing process, eg fire risk assessment review and revision, fire-safety information given to occupants, fire prevention measures etc.

Fire prevention maintenance checklist

As an ongoing process, persons in charge are to ensure that:

- ✓ Housekeeping is sound
- ✓ Internal and external escape routes are indicated by signs, kept clear and kept free of slip/trip hazards
- ✓ Exit doors are able to be opened easily, manually, and without the use of a key
- ✓ Security measures are maintained to reduce the risk of unauthorised entry, and of arson
- ✓ Relevant doors and windows are kept closed/locked/clear as appropriate
 - Where possible, electrical equipment is switched off or unplugged when not in use
 - Electrical sockets and circuits are not overloaded
 - Naked flames, heaters, candles etc are monitored and extinguished/turned-off before being left unattended
 - Cooking appliances are kept clean and used safely
 - Hazardous and flammable materials/liquids/gases are stored safely and in as small a quantity as possible
- ✓ Waste is removed from the building regularly, stored safely and collected regularly
 - Significant storage of combustible items in an attic, is avoided
- ✓ All equipment/appliances are stored/used in accordance with their manufacturers' instructions
 - Oily towels/rags are used/stored with caution (it is possible for a warm oily towel to spontaneously combust)
- ✓ Where possible, sources of fuel are not stored unreasonably close to sources of heat.
 - Charging of battery-operated equipment is monitored

The above list is not exhaustive

Cogan Court

Our consultation established that the managing agents periodically check the premises with fire prevention and fire protection measures in mind.

However, we have presented a list (opposite) of the items that we recommend are checked, noting that the list is not exhaustive.

A tick denotes that this item was deemed (at time of assessment) to be relevant to these premises.

Risk level estimator

Cogan Court

Taking into account the fire prevention measures observed at the time of this assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is (in general): **Medium**

In this context, a definition of the above terms is as follows:

- 1 Low: Unusually low likelihood of a fire as a result of negligible potential sources of ignition
- 2 **Medium:** **Normal fire hazards (eg. Potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).**
- 3 High: Lack of adequate controls applied to one or more significant hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be: **Slight harm**

In this context, a definition of the above terms is as follows:

- 1 **Slight harm:** **Outbreak of fire unlikely to result in a serious injury or death of any occupant (other than to an occupant sleeping in a room in which a fire occurs).**
- 2 Moderate harm: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to result in multiple fatalities.
- 3 Extreme harm: Significant potential for serious injury or death of one or more occupants.

Result:	1, 1 = Trivial	1, 2 = Tolerable	1, 3 = Intolerable	2, 1 = Tolerable
	2, 2 = Moderate	3, 1 = Moderate	3, 2 = Substantial	3, 3 = Intolerable

Accordingly, it is considered that the risk to life from fire at these premises is: Tolerable

Risk level estimator

Cogan Court

A suitable risk-based control plan should involve effort and urgency that are proportional to risk. The following risk-based control plan is based on one advocated for general health and safety risks.

Risk level	Action and timescale
------------	----------------------

Trivial:	No action is required, and no detailed records need be kept.
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Tolerable:	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
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Moderate:	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period.
-----------	---

Substantial:	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
--------------	---

Intolerable:	Building (or relevant area) should not be occupied until the risk is reduced.
--------------	---

Although the purpose of this section is to place the fire risk in context, the above approach to risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be repeated regularly.

Action plan - Priority Level 1

Cogan Court

Priority Level 1: These should be undertaken urgently (we suggest within three months), or a fire could easily start, or the consequences of fire could be severe.

1 Remove the following items from the following areas:

Imitation flowers/plants	Outside flat 12 On landing and lobby near flats 17-19
Combustible items in cupboards containing sources of ignition	In service riser rear flats 20-22,
Decorative furniture and furnishings	in lobby near flats 14-16
Imitation flowers/plants	in lobby near flats 14-16
Decorative furniture and furnishings	Throughout block 23-28
Imitation flowers/plants	Throughout block 23-28

**2 Provide fire safety/action information to existing/new residents.
(Email - or print and post - page 32)**

**3 Ensure that the managing agents maintain a programme of
providing fire-safety information, fire-prevention and fire-safety
management - in accordance with the content of the
pages 32-34.
(Management)**

*FYI: An inspection of a sample flat-entrance hallway found the
following device present:*

No smoke or heat alarm

*This assessment is of the communal areas only.
However, please note that guidance documents recommend
that a fire alarm system conforming to
a minimum of Grade D Category LD3 (to BS5839-6) is
present within each flat. This essentially comprises a
series of mains-powered battery-backed smoke alarms
(interlinked) throughout the escape routes within the flat.
Often this will be no more than one such smoke alarm within the
entrance hallway (for a single-storey flat).
Where this is not present, or you have no authority to
enforce the fitting of such, we strongly recommend that
at least a battery-operated smoke alarm is fitted within the
entrance/exit hallway within each flat, and this recommendation
is included in the information to be provided to the residents.*

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

Action plan - Priority Level 1

Cogan Court

Priority Level 1: These should be undertaken urgently (we suggest within three months), or a fire could easily start, or the consequences of fire could be severe.

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

Action plan - Priority Level 2

Cogan Court

Priority Level 2: These should be undertaken within a defined timescale, (we suggest within 12 months), to lower the risk of a fire starting, or lower the severity of the consequences of fire.

1 Areas unable to be accessed at time of inspection:

The two cupboards accessed from the communal lobby within block containing flats 1 and 2 - ensure that the internal casing is imperforate 30m fire-resisting, and that no items are housed therein apart from those inherent to the building. Ensure that the entrance door to each of these cupboards is at least a notional fire-resisting door (44mm thick solid wood and well-fitting in its frame)

2 Seal holes (and gaps around services) with fire-resisting material at the following locations:

From service riser cupboards to surrounding compartments (typically flats)
From lobbies into flats, typically via the doorframe.

3 The vertical lines of windows from ground to top floor contain infill panels (externally) between window and window, and the infill panels appear to be of (combustible) PVC. This creates the potential for fire-spread from a fire within a lower-storey flat to upper-storey flat/s, and the situation is viewed negatively within PAS9980 (2022) - Fire risk appraisal of external wall construction and cladding of existing blocks of flats (in particular, refer to table N.1 on page 143)

I thus recommend that a FRAEW (fire risk appraisal of external walls) is undertaken by a competent person and its findings/ advice acted upon accordingly.

Note that I have not recommended this in previous assessments of this building, but the Fire Safety Act 2021 (which came into force on 16 May 2022) clarified that such external walls should be assessed, and thus these are my findings in the light of this Act.

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

Action plan - Priority Level 2

Cogan Court

Priority Level 2: These should be undertaken within a defined timescale, (we suggest within 12 months), to lower the risk of a fire starting, or lower the severity of the consequences of fire.

- 4 Each flat-entrance door:
Fit positive-action overhead self-closing device
- 5 Letterbox in each flat-entrance door:
Replace with intumescent 30m fire-resisting type.
(Not applicable to entrance door to each of flat 14 and flat 18, however - either no letterbox present or letterbox is at low-level with inward-opening metal outer flap)
- 6 Door to each of two service cupboards near flats 1-2
Unable to access:
The two cupboards accessed from the communal lobby within block containing flats 1 and 2 - ensure that the internal casing is imperforate 30m fire-resisting, and that no items are housed therein apart from those inherent to the building. Ensure that the entrance door to each of these cupboards is at least a notional fire-resisting door (44mm thick solid wood and well-fitting in its frame)
I would also prefer to see the locking mechanism of each of these two doors (currently mortice) replaced with mechanism that is able to be opened from inner side without the use of a key (such as turn-lever/thumbturn)
- 7 Door to each service riser in each block (excepting doors to service cupboards near flats 1-2 which have already been addressed above):
Replace door-set with FD30S as per the spec outlined in 6.03. (However, refer to Building Protection advice on page 43, and seek advice from a passive fire protection specialist before proceeding)
- 8 Display fire action information at entrance to building/s.
(Print and display page 32)

(Please refer to 6.04)

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

Action plan - Priority Level 3

Cogan Court

Priority Level 3: These should be addressed, and undertaken if resources permit. They will increase the level of fire-safety within the premises, but the proportion of cost to risk-reduction will need to be considered in determining their necessity or feasibility. Those of low-cost may still be able to be completed quickly (we suggest three months), and others before the next FRA review (two years).

- 1 Provide/fix "No smoking" sign in appropriate communal area.
(In all blocks except block containing flats 14-22 where the sign is already present)

- 2 Consider undertaking the following:

Display a diagrammatic plan of the building near the fire alarm control panel, showing the fire alarm zones and the escape routes of the building.

However, note that the building is small, and it is likely that the Fire Service would be able to locate the fire quickly.

Consider fitting protective cover to each fire alarm call-point to help reducing unwanted (false) fire alarm activations.

- 3 Install the following signs at the following locations:

"Keep locked" sign on the door to each riser cupboard, and on each of the two cupboards outside flats 1 and 2.

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

Action plan - Priority Level 3

Cogan Court

Priority Level 3: These should be addressed, and undertaken if resources permit. They will increase the level of fire-safety within the premises, but the proportion of cost to risk-reduction will need to be considered in determining their necessity or feasibility. Those of low-cost may still be able to be completed quickly (we suggest three months), and others before the next FRA review (two years).

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

Action plan - Building protection

Cogan Court

Building protection: Although this is a LIFE fire risk assessment, these more obvious items were noted, which if addressed, would improve the BUILDING safety. They will increase the safety of the building, but may have limited effect on LIFE safety, and thus the proportion of cost to risk-reduction will need to be considered in determining their necessity or feasibility.

(This is not an exhaustive list of recommendations for building protection; a separate fire risk assessment for Building protection would need to be undertaken to achieve this.)

- 1 The service-riser in each block does not appear to be fully compartmentalised between storey and storey within it and/or holes are present around services traversing the storeys within it. Note that the riser traverses the lobbies to the flats rather than the vertical stairwell compartment, and thus it traverses compartments rather than running parallel with a single compartment, and thus it would be appropriate to compartmentalise it in line with the storeys around it. Fitting FD60S doors to it rather than FD30S doors to it may avoid the need to further fire-compartmentalise within it, however. Advice from a passive fire-protection specialist should be sought.

For further clarity and explanatory notes, refer to the relevant sections within this report, and/or contact us for further advice.

General information and disclaimer

In England and Wales, the legal requirement to carry out a fire risk assessment is set out in Article 9 of the Regulatory Reform (Fire Safety) Order 2005. A FRA is a systematic and structured assessment of the fire risk in the premises for the purpose of expressing its current level, determining the adequacy of existing fire precautions, and determining the need for and nature of any additional fire precautions. Any such additional precautions required are set out in an action plan which forms part of the documented FRA. The objective of the action plan is to set out measures that will ensure that the fire risk is reduced to - or maintained at - a tolerable level.

The main objective of this fire risk assessment is to consider risk to LIFE. Risk to property is a secondary issue in this context, and we recommend that you have suitable and sufficient insurance for damage to the property, and that you request the requirements, terms and conditions of the insurance for the property, and abide by them. Should conditions of insurance warrant measures above what is assumed or recommended within this report, please contact us.

It should be noted that The Regulatory Reform (Fire Safety) Order 2005 provides for a minimum fire safety standard, and this assessment seeks to advise on compliance with this statutory requirement. The observations and recommendations are pertinent to the conditions ONLY at the time of assessment. Regular inspections and reviews are required to ensure that standards are maintained. Capital Fire Protection Ltd therefore neither provides any warranty nor assumes any liability in relation to works completed or not completed.

The content of this report may not be assumed to be relevant to any other property - each property should be assessed individually. It should be borne in mind that an assessment is open to individual interpretation, and as such a new assessor or Fire Officer may express a different view on certain aspects. However, we have aimed to follow the guidance within the document listed on page 1, which is valid for these premises.

Should you require us to provide information to reference in respect of our findings and recommendations, notably government-issued guides, other guidance documents, and British Standards' publications, please contact us.

The life-safety Type 1 FRA project includes:

- Consultation with relevant representatives of the site assessed, before, and/or during, and/or after the site inspection
- An inspection of the site, covering relevant and accessible communal areas, and at least a sample of the flat-entrance doors therein and to ascertain the presence and type of fire detection detection/alarm within said sample flats
- A written report (submitted by email) containing:

The date of the assessment and suggested date of review;

Basic information re the type, size, nature and use of the premises;

Basic information/description re the building and its envelope;

The names of relevant persons/establishments with an ownership of - or an involvement in the fire safety of - the building/s;

Name of main guidance document on which the report is based;

Brief details of any previous fire-loss experience;

An overall risk-level indicator, and suggested action plan

- Documented basic details, and recommendations re:

Occupants (from a fire-safety consideration);

Fire hazards in communal areas (broadly: the significant sources of ignition, fuel and oxygen;

Means of escape including emergency escape lighting;

Control of fire spread (inc communal and flat-entrance fire-resisting door-sets);

Fire detection/warning;

Fire safety signage;

Means of fighting fire (extinguishers and other systems);

Means of access to site for the fire brigade;

Fire safety management procedures;

Suggested fire action procedure (outlined as a summary);

Schedule of maintenance of fire-safety features/equipment;

Basic fire prevention procedures;

The life-safety Type 1 FRA project does not include:

- a full audit of areas of the building that are not readily accessible or visually obvious, though a sample inspection of areas such as ceiling/roof voids and service risers is normally appropriate
- an assessment of the flats themselves beyond sample items as outlined opposite
- verifying compliance with current Building Regulations
- a disabled access audit
- identifying latent defects in construction or compartmentation
- verifying that the fire resistance of structural elements of the building is adequate
- an examination of the potential for structural collapse in the event of fire, or an assessment of post-fire business continuity
- a fire strategy report
- a pre-occupation fire safety assessment
- identifying snags of new construction
- a COSHH or DSEAR or ATEX assessment
- a fire risk assessment of external wall construction/cladding
- a service, test or certification of any fire protection features/equipment (e.g. fire alarms, fire extinguishing equipment, fire-resisting doors, emergency lighting etc)
- an appraisal of fixed heating/cooling systems
- the provision of a diagrammatic plan
- further site meetings and consultancy once the report has been completed and submitted
- any form of insurance against fire or against an arson attempt
- legal advice

Note that the official document on which our assessment and advice is based is: LGA - fire safety in purpose-built blocks of flats, OR, Lacors Housing Fire Safety (as applicable to the type of property assessed)

The life-safety Type 3 FRA project includes:

- Consultation with relevant representatives of the site assessed, before, and/or during, and/or after the site inspection
- An inspection of the site, covering relevant and accessible communal areas, and at least a sample of the flats therein; (Note that within flats, the only items/features assessed are: means of escape, doors of rooms, fire detection);
- A written report (submitted by email) containing:
 - The date of the assessment and suggested date of review;*
 - Basic information re the type, size, nature and use of the premises;*
 - Basic information/description re the building and its envelope;*
 - The names of relevant persons/establishments with an ownership of - or an involvement in the fire safety of - the building/s;*
 - Name of main guidance document on which the report is based;*
 - Brief details of any previous fire-loss experience;*
 - An overall risk-level indicator, and suggested action plan*
- Documented basic details, and recommendations re:
 - Occupants (from a fire-safety consideration);*
 - Fire hazards in communal areas (broadly: the significant sources of ignition, fuel and oxygen;*
 - Means of escape including emergency escape lighting;*
 - Control of fire spread (inc communal and flat-entrance fire-resisting door-sets, and door-sets within flats);*
 - Fire detection/warning;*
 - Fire safety signage (communal);*
 - Means of fighting fire (extinguishers and other systems);*
 - Means of access to site for the fire brigade;*
 - Fire safety management procedures;*
 - Suggested fire action procedure (outlined as a summary);*
 - Schedule of maintenance of fire-safety features/equipment;*
 - Basic fire prevention procedures;*

The life-safety Type 3 FRA project does not include:

- a full audit of areas of the building that are not readily accessible or visually obvious, though a sample inspection of areas such as ceiling/roof voids and service risers is normally appropriate
- an assessment of items/activities that are owned/used/undertaken within flats (beyond those items listed opposite)
- verifying compliance with current Building Regulations
- a disabled access audit
- identifying latent defects in construction or compartmentation
- verifying that the fire resistance of structural elements of the building is adequate
- an examination of the potential for structural collapse in the event of fire, or an assessment of post-fire business continuity
- a fire strategy report
- a pre-occupation fire safety assessment
- identifying snags of new construction
- a COSHH or DSEAR or ATEX assessment
- a fire risk assessment of external wall construction/cladding
- a service, test or certification of any fire protection features/equipment (e.g. fire alarms, fire extinguishing equipment, fire-resisting doors, emergency lighting etc)
- an appraisal of fixed heating/cooling systems
- the provision of a diagrammatic plan
- further site meetings and consultancy once the report has been completed and submitted
- any form of insurance against fire or against an arson attempt
- legal advice

Note that the official document on which our assessment and advice is based is: LGA - fire safety in purpose-built blocks of flats, OR, Lacors Housing Fire Safety (as applicable to the type of property assessed)

We believe that the above represents a fairly comprehensive description of the project based on information we have at the date this document was sent to you. Please refer to bsi document PAS 79-1 for further information. Please contact us should you have any queries.



REGULATED LOCAL AUTHORITY SEARCH



PROPERTY

FLAT 13, COGAN COURT,
COGAN PILL ROAD,
LLANDOUGH, PENARTH,
CF64 2NF
UPRN: 200001729380

LOCAL AUTHORITY
VALE OF GLAMORGAN COUNCIL



REPORT SUMMARY

✓ Typical Answers	13
! Advisory	4
⚠ Warning	4

OTHER ROADWAYS,
FOOTPATHS & FOOTWAYS



REPORT HIGHLIGHTS



⚠ **WARNING**



⚠ **WARNING**



⚠ **WARNING**



⚠ **WARNING**



! **ADVISORY**



REPORT DETAIL

Client Reference
TOT005/001/GLD
Created
31/03/2026
Prepared For
JA HUGHES



NEED HELP?

Report ID
155477
Prepared By
ONESTOPSEARCHES
03301242096
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SUMMARY OF ANSWERS

LAND CHARGES		
	Land Charge Entries	
PLANNING AND BUILDING REGULATIONS		
1.1	a-i Planning Decisions And Pending Applications	
1.1	j-l Building Regulation Decisions	
1.2	Planning Designations And Proposals	
ROADS AND PUBLIC RIGHTS OF WAY		
2.1	Roadways, Footways And Footpaths	
2.2-5	Public Rights Of Way	
OTHER MATTERS		
3.1	Land Required For Public Purposes	
3.2	Land To Be Acquired For Road Works	
3.3	Drainage Matters	
3.4	Nearby Road Schemes	
3.5	Nearby Railway Schemes	
3.6	Traffic Schemes	
3.7	Outstanding Notices	
3.8	Contravention Of Building Regulations	
3.9	Notices, Orders, Directions And Proceedings Under Planning Acts	
3.10	Community Infrastructure Levy (CIL)	
3.11	Conservation Area	
3.12	Compulsory Purchase	
3.13	Contaminated Land	
3.14	Radon Gas	
3.15	Assets Of Community Value	

TYPICAL ANSWER, ADVISORY & WARNING EXPLANATION

 A **Typical Answer** is an expected response to the question and not usually considered to be of concern.

 An **Advisory** is a response that may not be property specific and may need further consideration.

 A **Warning** is a response that needs further consideration.

These answer category types are for reference purposes only with the intention to aid interpretation of the report.

LAND CHARGE ENTRIES

- 1 REFER TO LAND CHARGE REGISTER ENTRIES ATTACHED TO THE APPENDIX OF THIS REPORT.

PLANNING APPLICATIONS FROM 01/08/1977

- 1 REFER TO LAND CHARGE ENTRIES.
- 2 SUMMARY
APPLICATION NUMBER
1977/00019/FUL
LOCATION
COGAN COURT, COGAN PILL, PENARTH
PROPOSAL
PROPOSED SCREEN FENCES AND PLATFORMS FOR USE AS 2 NO. BIN STORES TO SERVICE EXISTING BLOCK OF FLATS
DECISION
APPROVED
APPLICATION TYPE
FULL PLANNING APPLICATION
APPEAL DECISION
N/A

IMPORTANT DATES
DATE RECEIVED
06/01/1977
DATE VALID
06/01/1977
ADVERT EXPIRY DATE
COMMITTEE DATE
LAST COMMENT DATE
DECISION TYPE
DECISION DATE
15/03/1977

BUILDING REGULATIONS FROM 01/08/1994

- 1 SUMMARY
BUILDING REGS NO. 2023/06271/CPS
PLANNING REF
LOCATION FLAT 13, COGAN COURT, PENARTH, CF64 2NF
PROPOSAL INSTALL A REPLACEMENT CONSUMER UNIT. UPGRADE OR ALTERATION TO MEANS OF EARTHING.
DECISION PENDING
APPLICATION TYPE COMPETENT PERSONS SCHEME (FROM MARCH 2023)

IMPORTANT DATES
COMMENCEMENT DATE 15/11/2023
VALID DATE 15/11/2023
COMPLETION DATE 15/11/2023
DECISION DATE 15/11/2023
- 2 SUMMARY
BUILDING REGS NO. 2016/0581/PP
PLANNING REF
LOCATION FLAT 13, COGAN COURT, COGAN PILL ROAD, LLANDOUGH, PENARTH, CF64 2NF
PROPOSAL CIRCUIT ALTERATION OR ADDITION IN A SPECIAL LOCATION. INSTALL CONTROL WIRING INCLUDING THAT OF FIRE/SECURITY/HEATING/COOLING/VENTILATION.

DECISION PENDING
APPLICATION TYPE ELECTRICAL COMPETENT PERSONS

IMPORTANT DATES
COMMENCEMENT DATE 18/03/2016
VALID DATE 18/03/2016
COMPLETION DATE 18/03/2016
DECISION DATE 18/03/2016

OTHER INFORMATION

NO ENTRIES

Q1

PLANNING AND BUILDING DECISIONS AND PENDING APPLICATIONS

Which of the following relating to the property have been granted, issued or refused or (where applicable) are the subject of pending applications or agreements

1.1 a-i Planning Decisions And Pending Applications

(a) a planning permission

REFER TO PLANNING ENTRIES

(b) a listed building consent

NONE

(c) a conservation area consent

NONE

(d) a certificate of lawfulness of existing use or development

NONE

(e) a certificate of lawfulness of proposed use or development

NONE

(f) a certificate of lawfulness of proposed works for listed buildings

NONE

(g) a heritage partnership agreement

NONE

(h) a listed building consent order

NONE

(i) a local listed building consent order

NONE

1.1 j-l Building Regulation Decisions

(j) building regulations approval

NONE

(k) a building regulation completion certificate and

THE OWNER OR OCCUPIER OF THE PROPERTY SHOULD BE ASKED TO PRODUCE ANY SUCH CERTIFICATION.

(l) any building regulations certificate or notice issued in respect of work carried out under a competent-person self-certification scheme?

REFER TO BUILDING CONTROL ENTRIES.

The Local Authority may not always be aware of such works and enquiries should also be made of the seller. Planning applications relating to adjacent or adjoining land or properties are not included within this report. Where the Local Authority applies a cut off date for planning applications and building regulation approvals, for inclusion within their searches, we may be able to search records dated prior to these, but there could be additional charges for this service and the turnaround time could be affected.

1.2 Planning Designations And Proposals

What designations of land use for the property, or the area, and what specific proposals for the property, are contained in any existing or proposed development plan?

VALE OF GLAMORGAN LDP WAS ADOPTED IN JUNE 2017 AND COVERS THE PERIOD 2011-2026:

NOTHING SPECIFIC REVEALED FOR THIS PROPERTY

This reply reflects the Policies or Proposals in any existing adopted Development Plan and in any formally Proposed Alteration or Replacement Plan but does not include Policies contained in Planning Guidance Notes or supplementary planning documents.

Q2

ROADS AND PUBLIC RIGHTS OF WAY

2.1 Roadways, Footways And Footpaths

Which of the roads, footways and footpaths named in the application for this search are:

(a) highways maintainable at public expense

REFER TO IMAGE ATTACHED TO THE APPENDIX OF THIS REPORT SHOWING MAINTAINED ROADS HIGHLIGHTED IN COLOUR. THOSE NOT HIGHLIGHTED ARE NOT NOTED AS MAINTAINABLE AT PUBLIC EXPENSE.

(b) subject to adoption and, supported by a bond or waiver

NONE

(c) to be made up by a Local Authority who will reclaim the cost from the frontagers

NONE

(d) to be adopted by a Local Authority without reclaiming the cost from the frontagers

NONE

If a road, footway or footpath is not a highway, there may be no right to use it and the Local Authority cannot express an opinion without seeing the title plan of the property and carrying out a site inspection. Further enquiries should be made to the Highways Department of the Local Authority.

 2.2-2.5 Public Rights Of Way

2.2 is any right of way which abuts on, or crosses the property, shown on a definitive map or revised definitive map?

YES - SEE IMAGE ATTACHED TO THE APPENDIX OF THIS REPORT SHOWING PUBLIC RIGHTS OF WAY - RESTRICTED BYWAY - P1/3/1 HIGHLIGHTED IN GREEN.

2.3 Are there any pending applications to record a public right of way that abuts, or crosses the property, on a definitive map or revised definitive map?

NO

2.4 are there any legal orders to stop up, divert, alter or create a public right of way which abuts, or crosses the property not yet implemented or shown on a definitive map?

NO

2.5 if so, please attach a plan showing the approximate route

NOT APPLICABLE

The definitive map is not conclusive proof that no public footpath or byway exists. Additional public rights of way (e.g. cycle tracks) may exist other than those shown on the definitive map. A survey of all paths may not have been completed by the Local Authority and whilst this does not preclude the existence of unrecorded rights of way, the Local Authority may be unaware of any claimed rights of way existing over the area searched.

OTHER MATTERS

Q3

Apart from matters entered on the registers of local land charges, do any of the following matters apply to the property? If so, how can copies of relevant documents be obtained?

 3.1 Land Required For Public Purposes

Is the property included in land required for public purposes?

NO

 3.2 Land To Be Acquired For Road Works

Is the property included in land to be acquired for road works?

NO

 3.3 Drainage Matters

(a) is the property served by a sustainable urban drainage system (SuDS)?

3.3 (A-C) THE REGULATIONS FOR SUDS TO BE COMPULSORY ON NEW DEVELOPMENTS WERE PASSED BY THE NATIONAL ASSEMBLY FOR WALES. THIS DIRECTIVE CAME INTO FORCE ON 7TH JANUARY 2019.

THERE IS A LEGAL REQUIREMENT FOR LOCAL AUTHORITIES TO KEEP OR MAINTAIN RECORDS RELATING TO SUSTAINABLE URBAN DRAINAGE SYSTEMS. TO DATE THE LOCAL AUTHORITY DO NOT HOLD A PUBLIC REGISTER BUT THE INFORMATION CAN BE FOUND WITHIN THE RELEVANT PLANNING CONDITIONS OF THE DEVELOPMENT (IF APPLICABLE).

(b) are there SuDS features within the boundary of the property? If yes, is the owner

responsible for maintenance?

SEE 3.3 (a)

(c) if the property benefits from a SuDS for which there is a charge, who bills the property for the surface water drainage charge?

NOT APPLICABLE

We recommend checking planning applications or with the developer regarding any sustainable drainage systems within the property boundary, for which the new owner will take responsibility for.

✓ 3.4 Nearby Road Schemes

Is the property (or will it be) within 200 metres of any of the following?

(a) the centre line of a new trunk road or special road specified in any order, draft order or scheme

NO

(b) the centre line of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway

NO

(c) the outer limits of construction works for a proposed alteration or improvement to an existing road involving (i) construction of a roundabout (other than a mini roundabout), or (ii) widening by construction of one or more additional traffic lanes

NO

(d) the outer limits of (i) construction of a new road to be built by a Local Authority (ii) an approved alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway, (iii) construction of a roundabout (other than a mini roundabout), or widening by construction of one or more additional traffic lanes

NO

(e) the centre line of the proposed route of a new road under proposals published for public consultation

NO

(f) the outer limits of (i) construction of a proposed alteration or improvement to an existing road involving construction of a subway, underpass, flyover, footbridge, elevated road or dual carriageway (ii) construction of a roundabout (other than a mini roundabout) (iii) widening by construction of one or more additional traffic lanes, under proposals published for public consultation?

NO

A mini roundabout is a roundabout having a one-way circulatory carriageway around a flush or slightly raised circular marking less than 4 metres in diameter and with or without flared approaches.

! 3.5 Nearby Railway Schemes

(a) is the property (or will it be) within 200 metres of the centre line of a proposed railway, tramway, light railway or monorail?

NO

(b) are there any proposals for a railway, tramway, light railway or monorail within the Local Authority's boundary?

YES - SOUTH WALES METRO LINK - [HTTPS://TFW.WALES/PROJECTS/METRO/SOUTH-WALES-METRO](https://tfw.wales/projects/metro/south-wales-metro).

If this property sits near to the Local Authority boundary enquirers are advised to seek further information from the neighbouring Local Authority.

! 3.6 Traffic Schemes

Has a Local Authority approved but not yet implemented any of the following for the roads, footways and footpaths which are named at Q2.1 and are within 200 metres of the boundaries of the property?

(a) permanent stopping up or diversion

NO

(b) waiting or loading restrictions

NO

(c) one way driving

NO

(d) prohibition of driving

NO

(e) pedestrianisation

NO

(f) vehicle width or weight restriction

NO

(g) traffic calming works including road humps

THE WELSH GOVERNMENT IS INTRODUCING A DEFAULT 20 MPH SPEED LIMIT (WG20MPH) ON RESTRICTED ROADS WITHIN WALES. FURTHER DETAILS MAY BE OBTAINED FROM THE WELSH GOVERNMENT WEBSITE ON: WWW.GOV.WALES/INTRODUCING-DEFAULT-20MPH-SPEED-LIMITS.

(h) residents parking controls

NO

(i) minor road widening or improvement

NO

(j) pedestrian crossings

NO

(k) cycle tracks

NO

(l) bridge building

NO

In some circumstances, road closures can be obtained by third parties from magistrate's courts, or can be made by the Secretary of State for Transport without involving the Local Authority.

This enquiry is designed to reveal matters that are yet to be implemented and/or could not be ascertained by a visual inspection.

Schemes that have, or are currently being implemented will not be referred to in answer to this enquiry.

If this property sits near to the Local Authority boundary; enquirers are advised to seek further information from the neighbouring Local Authority.

3.7 Outstanding Notices

Do any statutory notices which relate to the following matters subsist in relation to the property other than those revealed in a response to any other enquiry in this form?

(a) building works

NO

(b) environment

NO

(c) health and safety

NO

(d) housing

NO

(e) highways

NO

(f) public health

NO

(g) flood and coastal erosion risk management

REFER TO ENVIRONMENT AGENCY enquiries@environment-agency.gov.uk

3.8 Contravention Of Building Regulations

Has a Local Authority authorised in relation to the property any proceedings for the contravention of any provision contained in building regulations?

NO

✓ **3.9 Notices, Orders, Directions And Proceedings Under Planning Acts**

Do any of the following subsist in relation to the property, or has a Local Authority decided to issue, serve, make or commence any of the following?

(a) an enforcement notice

NO

(b) a stop notice

NO

(c) a listed building enforcement notice

NOT APPLICABLE

(d) a breach of condition notice

NO

(e) a planning contravention notice

NO

(f) another notice relating to breach of planning control

NO

(g) a listed building repairs notice

NOT APPLICABLE

(h) in the case of a listed building deliberately allowed to fall into disrepair, a compulsory purchase order with a direction for minimum compensation

NOT APPLICABLE

(i) a building preservation notice

NO

(j) a direction restricting permitted development

NO

(k) an order revoking or modifying planning permission

NO

(l) an order requiring discontinuance of use or alteration or removal of building or works

NO

(m) a tree preservation order

NO

(n) proceedings to enforce a planning agreement or planning contribution

NOT APPLICABLE

National Park authorities also have the power to serve a building preservation notice, so an enquiry should also be made with them, if relevant.

In the case of Welsh Local Authorities: Cadw (meaning "to keep" or "to protect") is the Welsh Government's historic environment service working for an accessible and well-protected historic environment for Wales. Additional enquiries should also be made with them at: Welsh Government, Plas Carew, Unit 5/7 Cefn Coed, Parc Nantgarw, Cardiff, CF15 7QQ.

In the case of London Boroughs: The Historic Buildings and Monuments Commission (English Heritage) also had the power to issue building preservation notices for listed buildings in London Boroughs. Further information can be found by contacting the Local Authority.

✓ **3.10 Community Infrastructure Levy (CIL)**

(a) is there a CIL charging schedule?

NO

(b) if yes, do any of the following subsist in relation to the property, or has a Local Authority decided to issue, serve, make or commence any of the following: -

(b) (i) a liability notice?

NOT APPLICABLE

(b) (ii) a notice of chargeable development?

NOT APPLICABLE

(b) (iii) a demand notice?

NOT APPLICABLE

(b) (iv) a default liability notice?

NOT APPLICABLE

(b) (v) an assumption of liability notice?

NOT APPLICABLE

(b) (vi) a commencement notice?

NOT APPLICABLE

(c) has any demand notice been suspended?

NOT APPLICABLE

(d) has the Local Authority received full or part payment of any CIL liability?

NOT APPLICABLE

(e) has the Local Authority received any appeal against any of the above?

NOT APPLICABLE

(f) has a decision been taken to apply for a liability order?

NOT APPLICABLE

(g) has a liability order been granted?

NOT APPLICABLE

(h) have any other enforcement measures been taken?

NOT APPLICABLE

✓ **3.11 Conservation Area**

Do the following apply in relation to the property?

(a) the making of the area a conservation area before 31/08/1974

NO

(b) an unimplemented resolution to designate the area a Conservation Area

NO

✓ **3.12 Compulsory Purchase**

Has any enforceable order or decision been made to compulsorily purchase or acquire the property?

NO

✓ **3.13 Contaminated Land**

Do any of the following apply (including any relating to land adjacent to or adjoining the property which has been identified as contaminated land because it is in such a condition that harm or pollution of controlled waters might be caused on the property)?

(a) a contaminated land notice

NO

(b) in relation to a register maintained under section 78R of the Environmental Protection Act 1990

(b) (i) a decision to make an entry

NO

(b) (ii) an entry

NO

(c) consultation with the owner or occupier of the property conducted under section 78G (3) of the Environmental Protection Act 1990 before the service of a remediation notice

NO

A negative reply does not imply that the property or any adjoining or adjacent land is free from contamination, or from the risk of it, and the reply may not disclose steps taken by another Local Authority in whose area adjacent or adjoining land is situated.

! **3.14 Radon Gas**

Do records indicate that the property is in a "Radon Affected Area" as identified by The UK

Health Security Agency (UKHSA)?

REFER TO ENVIRONMENTAL REPORT

Radon affected areas are those designated by the UK Health Security Agency (UKHSA). Further information on radon is available at www.ukradon.org

✓ 3.15 Assets Of Community Value

(a) has the property been nominated as an asset of community value? If so: -

NO

(a) (i) is it listed as an asset of community value?

NO

(a) (ii) was it excluded and placed on the “nominated but not listed” list?

NOT APPLICABLE

(a) (iii) has the listing expired?

NOT APPLICABLE

(a) (iv) is the Local Authority reviewing or proposing to review the listing?

NOT APPLICABLE

(a) (v) are there any subsisting appeals against the listing?

NOT APPLICABLE

(b) If the property is listed:

(b) (i) has the Local Authority decided to apply to the Land Registry for an entry or cancellation of a restriction in respect of listed land affecting the property?

NOT APPLICABLE

(b) (ii) has the Local Authority received a notice of disposal?

NOT APPLICABLE

(b) (iii) has any community interest group requested to be treated as a bidder?

NOT APPLICABLE

❶ SOURCES OF INFORMATION

This Regulated Local Authority Search Was Compiled Using The Following Sources Of Information:

A Written Response From The Local Authority
Searching Public Records
The Environmental Report Accompanying This Search

The Local Authority Makes Planning Records Readily Available From 01/08/1977 And Building Control Records Readily Available From 01/08/1994, The Records Have Been Searched Back To Those Dates Only, Should Earlier Planning Or Building Control Records Be Required, These Can Be Obtained By Contacting The Planning Or Building Control Department At The Local Authority Directly At: Vale Of Glamorgan Council, Civic Offices Holton Rd Barry CF63 4RU

This search reports information on planning and other matters relating to the subject property only, unless otherwise specified. If required, information relating to other properties in the vicinity can be supplied on receipt of a separate search request.

APPENDIX

FLAT 13, COGAN COURT, COGAN PILL ROAD, LLANDOUGH, PENARTH, CF64 2NF



The shaded area shows your search.

There are 2 local land charges for your search area.

Conditional planning consent

The erection of a porch and reconstruction of steps. There is 1 CONDITION.

Creation date

8 January 1985

Location

14-23, COGAN COURT, COGAN PILL ROAD, PENARTH

Originating authority

Vale of Glamorgan Council

Authority reference

1984/01153/FUL

Registration date

8 January 1985

Law

Town and Country Planning Act 1971

Legal document

Planning permission

HM Land Registry reference

LLC-8KPX8

Conditional planning consent

Extension of living room onto existing balcony and new fenestration. There is 1 CONDITION.

Creation date

21 October 1982

Location

17, COGAN COURT, LLANDOUGH

Originating authority

Vale of Glamorgan Council

Authority reference

1982/01630/FUL

Registration date

21 October 1982

Law

Town and Country Planning Act 1971

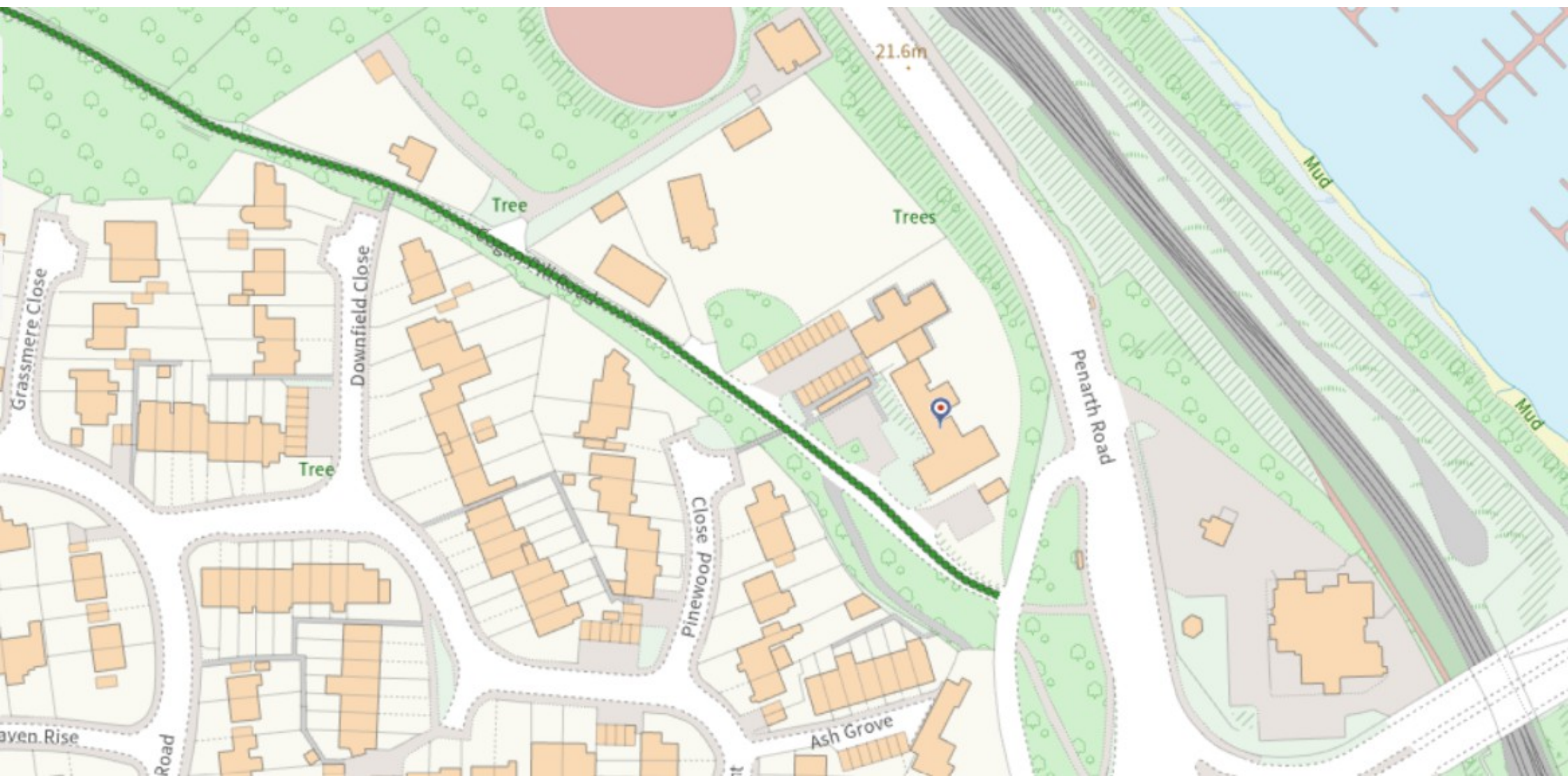
Legal document

Planning permission

HM Land Registry reference

LLC-8KTF1







TERMS AND CONDITIONS OF BUSINESS

1. General

(a) These Terms and Conditions shall be incorporated into all Contracts made by One Stop Searches Limited (the Company) in respect of services provided by the Company.

(b) Should no plan of the property be provided by the client at the time of placing the order, the Company will complete the order but will not accept responsibility for any errors or omissions that may arise.

2. Third Party Agencies

(a) The Company will not be responsible for the accuracy of information provided by third parties.

(b) Our service is powered by a platform hosted by Elan Technology Group Limited. For Third Party Terms, please visit: <https://www.elanconvey.co.uk/third-party-terms.pdf>

(c) Our website is hosted by Squarespace. For Third Party terms, please visit: <https://www.squarespace.com/terms-of-service>

(d) These third-party terms apply in addition to, and not in substitution for, these Terms and Conditions.



3. Liability

(a) Our liability for loss or damage (direct, indirect, or consequential) arising out of any single claim, event, or series of related claims or events shall not exceed £2,000,000.

(b) Clause 3(a) above will not operate to exclude liability for death or personal injury caused by the Company's negligence.

(c) The Company has Professional Indemnity Insurance of £2,000,000, and you acknowledge and agree that this sum represents adequate insurance. By submitting instructions to us, you accept the limitation of our liability accordingly. The Company assumes that the value of the property does not exceed this amount, and it is the responsibility of the client to advise the Company at the time of instruction where the value exceeds this amount.

(d) The services provided by the Company are for the benefit of the client who orders and pays for them, and the Company will not accept liability to any third party who may purport to rely upon them.

4. Cancellation

(a) The fee for the Company's services becomes due as soon as the order is placed.

(b) Cancellations or partial cancellations will not normally result in refunds unless considered appropriate by the Company.

(c) Where services are provided to consumers (as defined by law), statutory rights to cancel may apply.



5. Searches and Reports

(a) The Company will use reasonable skill and care in carrying out its services to the client. However, data may be derived from Local Authority and other legitimate third-party sources, and as such, the Company can accept no responsibility for inaccurate sourced data. Insurance provided with the Company's searches provides cover for errors and omissions in local authority data and records.

(b) Some sources that the Company may use may result in the Company forming assessments subjectively. In those circumstances, the Company will exercise its best judgement, but the client should be aware that others may view these circumstances differently.

(c) The client must notify the Company of any inaccuracy or omission in the Company's report in writing as soon as possible after discovery (and within 7 days of discovery).

(d) It is the client's responsibility to ensure the accuracy of the property details being searched. When placing an order, you must supply the full correct postal address and a plan of the property. If these requirements are not complied with, OSS will not accept responsibility for any resulting errors or omissions.

6. Payment

(a) The cost of the Company's services will be such costs as are specified by the Company in accordance with its standard pricing policy.

(b) The Company reserves the right to amend its prices from time to time. Services will be charged at the price applicable on the date an order is submitted.

(c) Payment is due in full within 30 days of the date of the invoice.

(d) If you fail to pay the invoice on or before the due date, the Company may charge interest at the rate of 5% above the base rate of National Westminster Bank PLC until payment is received, in addition to any rights under the Late Payment of Commercial Debts (Interest) Act 1998.



7. Compliance with PCCB and Other Codes

- (a) In providing search reports and services, we will comply with the Search Code.
- (b) All data will be handled in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

8. Complaints

- (a) We will acknowledge complaints within 5 working days of receipt.
- (b) We will normally deal with complaints fully and provide a final written response within 20 working days of receipt.
- (c) If more time is required, we will keep you informed by letter, telephone, or email, as you prefer.
- (d) We will provide a final response, in writing, within 40 working days of receipt at the latest.
- (e) We will liaise, at your request, with anyone acting formally on your behalf.
- (f) Complaints should be sent to: Antonia Wall, Conveyancing Executive, One Stop Searches Limited, Fitzalan House, Fitzalan Road, Cardiff, CF24 0EL. Tel: 0330-1242-096. Email: antonia.w@onestopsearches.co.uk.
- (g) If we exceed response timescales or you are not satisfied with our final response, you may refer the complaint to The Property Ombudsman Scheme, The Property Ombudsman Unit 159756, PO Box 7169, Poole, BH15 9EL. Website: www.tpos.co.uk; Phone: 01722 333306; E-mail: admin@tpos.co.uk. We will cooperate fully with the Ombudsman during any investigation and adhere to any final decision made.

9. Events Outside Our Control

- (a) We will not be liable or responsible for any failure caused by events outside of our control, including (but not limited to) strikes, industrial action by third parties, terrorist attack, fire, explosion, storm, flood, natural disaster, IT system outage, or cyber incident.
- (b) If such an event takes place, we will advise you as soon as possible, and our obligations under the contract will be suspended until a new delivery date for our services can be provided.



10. Intellectual Property Rights

(a) All Intellectual Property Rights in the services are owned by the Company or its suppliers. Nothing in these Terms transfers, assigns, or grants any rights to you in respect of those Intellectual Property Rights.

(b) The Client agrees not to infringe such rights and will indemnify the Company against reasonable losses arising out of any actual or alleged infringement directly caused by material the client has provided (e.g., an Ordnance Survey Plan included within an order).

11. Privacy Notice

For further information about how we deal with your personal data, please see our Privacy Notice on our website at www.onestopsearches.com.

12. Insurers

Our Insurers are:

Hiscox Underwriting Limited

1 Great St. Helens, London, EC3A 6HX, United Kingdom

Level of cover: £2,000,000

Hiscox FRN: 113849

13. Miscellaneous and Jurisdiction

(a) Our relationship with you will be governed by English law.

(b) Nothing in these Terms shall affect the statutory rights of a client.



PREScribed CONSUMER INFORMATION WITH COMPLAINTS PROCEDURE

IMPORTANT CONSUMER PROTECTION INFORMATION

This search has been produced by One Stop Searches Limited, Fitzalan House, Fitzalan Road, Cardiff, CF24 0EL, Tel: 03301242096, email: info@onestopsearches.com which is registered with the Property Codes Compliance Board (PCCB) as a subscriber to the Search Code- The PCCB independently monitors how registered search firms maintain compliance with the Code.

The Search Code:

- provides protection for homebuyers, sellers, estate agents, conveyancers and mortgage lenders who rely on the information included in property search reports undertaken by subscribers on residential and commercial property within the United Kingdom
- sets out minimum standards which firms compiling and selling search reports have to meet
- promotes the best practice and quality standards within the industry for the benefit of consumers and property professionals
- enables consumers and property professionals to have confidence in firms which subscribe to the code, their products and services.

By giving you this information, the search firm is confirming that they keep to the principles of the Code. This provides important protection for you.

The Code's core principles:

Firms which subscribe to the Search Code will:

- display the Search Code logo prominently on their search reports
- act with integrity and carry out work with due skill, care and diligence
- at all times maintain adequate and appropriate insurance to protect consumers
- conduct business in an honest, fair and professional manner
- handle complaints speedily and fairly
- ensure that products and services comply with industry registration rules and standards and relevant laws
- monitor their compliance with the Code



COMPLAINTS:

If you have a query or complaint about your search, you should raise it directly with the search firm, and if appropriate ask for any complaint to be considered under their formal internal complaints procedure. If you remain dissatisfied with the firm's final response, after your complaint has been formally considered, or if the firm has exceeded the response timescales, you may refer your complaint for consideration under The Property Ombudsman scheme (TPOs). The Ombudsman can award up to £5,000 to you if the Ombudsman finds that you have suffered actual financial loss and/or aggravation, distress or inconvenience as a result of your search provider failing to keep to the Code.

Please note that all queries or complaints regarding your search should be directed to your search provider in the first instance, not to TPOs or to the PCCB.

TPOs Contact Details:

The Property Ombudsman
Unit 159756, PO Box 7169,
Poole, BH15 9EL
Tel: 01722 333306
Fax: 01722 332296
Web site: www.tpos.co.uk
Email: admin@tpos.co.uk

You can get more information about the PCCB from www.propertycodes.org.uk.

PLEASE ASK YOUR SEARCH PROVIDER IF YOU WOULD LIKE A COPY OF THE SEARCH CODE

COMPLAINTS PROCEDURE

If you want to make a complaint, we will:

- Acknowledge it within 5 working days of receipt.
- Normally deal with it fully and provide a final response, in writing, within 20 working days of receipt
- Keep you informed by letter, telephone or e-mail, as you prefer, if we need more time .
- Provide a final response, in writing, at the latest within 40 working days of receipt.
- Liaise, at your request, with anyone acting formally on your behalf.

Complaints should be sent to: Antonia Wall; Conveyancing Executive, One Stop Searches Limited, Fitzalan House, Fitzalan Road, Cardiff, CF24 0EL, Tel: 02920 030438, email: antonia.w@onestopsearches.com.

If you are not satisfied with our final response, or if we exceed the response timescales, you may refer the complaint to The Property Ombudsman scheme (TPOs): Tel: 01722 333306, E-mail: admin@tpos.com

We will co-operate fully with the Ombudsman during an investigation and comply with his final decision.

Personal Search Insurance (Local Authority Search)

Schedule

Policy Number: GESI 0037077CV

Insurer	Great Lakes Insurance UK Limited is a company incorporated in England and Wales with company number 13436330 and registered office address is 1 Fen Court, London, United Kingdom, EC3M 5BN. Great Lakes Insurance UK Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 955859. You can check this on the Financial Services Register by visiting https://register.fca.org.uk/s/ .
Search Provider	The company who issued the Search Report, being the company named on the front page of the Search Report, being a licensee of Elan Technology Group Limited (company number 12866092 whose registered office is at 2 Saffron Court, Wombwell, Barnsley S73 0AP).
Insured/You/Your	The person or organisation for whom the Search Report was produced who may be: (i) the owner, lessee or occupier of the Property (ii) the potential or actual buyer of the Property (iii) a Mortgagee and added to the Declaration attaching to the Master Policy by the Search Provider.
Property	The Property to which a Search has been carried out and which has been added to the Declaration attaching to the Master Policy by the Search Provider
Limit of Indemnity	The Fair Market Value of Your Property at the Inception Date subject to a maximum of £2,000,000.00.
Premium	None paid by the Insured.
Inception Date	Being the date that the Search Report was compiled and the date added to the Declaration attaching to the Master Policy by the Search Provider.
Period of Insurance	From the Inception Date and continuing for the period of Your interest in the Property or until an Alternative Report is obtained whichever occurs first.
Insured Use	The continued use of Your Property for residential, commercial or mixed use purposes in England and Wales.

This Policy is the contract between You and the Insurer and it includes the Schedule and any endorsement, extension, plan or appendix issued with it.

This Policy is effected by CLS Property Insight Limited as underwriting agent via ERGO UK Specialty Limited on behalf of Great Lakes Insurance UK Limited. ERGO UK Specialty Limited and Great Lakes Insurance UK Limited are part of the Munich Re Group, one of the leading reinsurers and risk carriers worldwide.



T. Pless, Director
Signed by CLS Property Insight Limited on
behalf and with the authority of the Insurer

Definitions

Where a word is defined below or in the Schedule, it will have the same meaning whenever it appears in this Policy.

Administrator/We/Us	CLS Property Insight Limited, company number 06993053 with registered office at 85 Great Portland Street, London, W1W 7LT. CLS Property Insight Limited can be contacted by email at info@clspropertyinsight.co.uk or by telephone on 01732 753 910 or by post also to 26 Kings Hill Avenue, West Malling, Kent, ME19 4AE at all times as authorised underwriting agents and administrators for ERGO UK Specialty Limited on behalf of the Insurer with no liability under this Policy.
Adverse Matter	- Any matter(s) having a detrimental effect on the Fair Market Value of Your Property, that would or should have been disclosed in an Official Search Report had one been carried out in relation to the Property on the policy Inception Date, but was not disclosed in the Search Report: - because the Registers and/or the answers provided by the Appropriate Authority for the purposes of the Search Report were incorrect as at the policy Inception Date; and/or - because the Appropriate Authority did not provide answers to question 3.6 relating to Traffic Schemes, for the purposes of the Search Report at the policy Inception Date.
Alternative Report	A Search Report or Official Search Report carried out on the Property after the Inception Date.
Appropriate Authority	The statutory authority or authorities responsible for maintaining the registers forming the subject matter of the Search Report.
Fair Market Value	The Fair Market Value of Your interest in the Property as determined by a surveyor acting as sole arbitrator appointed by agreement between You and Us failing which in accordance with the relevant statutory provisions on force at the time.
Declaration	The monthly declaration submitted by the Search Provider to the Insurer via the Administrator.
Loss	Any financial Loss You sustain solely and directly due to Your reliance on the Search Report subject to the terms, conditions and exclusions in this Policy including but not limited to costs of demolishing, altering or reinstating any part of Your Property to comply with any order made by an Appropriate Authority, any reduction in the Fair Market Value of Your Property solely and directly attributable to an Adverse Matter together and any legal or professional costs incurred with the Administrators consent.
Master Policy	Policy Number GESI 0037077CV which the Search Provider has added to a Declaration submitted to the Administrator each month.
Mortgagee	Any financial institution which has a mortgage or charge secured on the Property on or after the Inception Date.
Official Search Report	Direct responses from an Appropriate Authority to an application made to it under forms LLC1, CON29 or CON29(O).
Registers	Registers maintained by an Appropriate Authority which are the subject matter of a Search Report.
Search Report	The information provided by the Search Provider in respect of the information obtained from the local authority with regards to search forms LLC1, CON29 or CON29(O).

Cover

Provided the Premium and Insurance Premium Tax have been paid to the Administrator within 30 days of the Inception Date or another period to which the Insurer has agreed in writing, the Insurer will indemnify the Insured for Loss.

Protection for Mortgagees and Successors in Title

Notwithstanding the Exclusions set out below, the Insurer will not avoid liability to an Insured under this Policy for claims resulting from any act, omission or misrepresentation committed or made by any other person unless that person acted on behalf of the Insured or with the knowledge or consent of the Insured or the Insured had knowledge of that act, omission or misrepresentation at the time when the Insured acquired the benefit of this Policy.

The Insurer will not refuse to pay a claim to a mortgage lender because of a breach of the conditions of this Policy, unless that mortgage lender was responsible for, or consented to, or had knowledge of the breach in question.

Exclusions

1. The Insurer will not pay Loss in connection with a Property that is not located in England and Wales.
2. The Insurer will not pay Loss attributable to any error in the creation of the Search Report by the Search Provider.
3. The Insurer will not pay Loss suffered by You in respect of any Adverse Matter:
 - (a) disclosed to You in Your Search Report; and/or
 - (b) which You were aware of (other than notice of knowledge imputed by statute) at the Inception Date; and/or
 - (c) which first arose after the Inception Date; and/or
 - (d) which would not have been revealed in relation to any question or enquiry contained in the Search Report; and/or
 - (e) contained in any other report under forms LLC1, CON29 or CON29(O) provided to You or Your advisers prior to the Inception Date; and/or
 - (f) any matter that would not have been disclosed under forms LLC1, CON29 or CON29(O).
4. Any Loss in respect of any contamination remediation costs arising from the identification or registration of any land as contaminated land pursuant to the Environmental Protection Act 1990 or otherwise.
5. Loss arising from the financial failure, insolvency or bankruptcy of the Search Provider. For the avoidance of doubt, this exclusion will not apply where a claim is made by the Insured to the Insurer.
6. Loss which is recoverable by You under any buildings insurance policy covering Your Property.
7. The Insurer will not pay Loss in connection with any matters which would or should have been disclosed in replies to enquiries on the TA6 Property Information Form (or similar).
8. Any consequential Loss or penalty interest suffered by You.
9. This Policy does not cover any Loss and/or any legal liability caused by or arising out of or in connection with any of the following:
 - (a) any malicious or non-malicious electronic data activity (including computer system failure and/or a cyber incident), including but not limited to any action taken in controlling, preventing, suppressing or remediating any cyber act or incident.
 - (b) Radioactivity, including but not limited to contamination by radioactivity from any nuclear fuel, waste, weaponry or equipment.
 - (c) War, invasion, civil war, rebellion, revolution or a similar event.
 - (d) any act of terrorism, meaning an act including but not limited to the use of force, violence and/or threat, of any person(s), whether acting alone or on behalf of or in connection with any organisation(s) or government(s), committed for political, religious, ideological or similar purposes including the intention to influence any government or to put the public, or any section of the public, in fear.
10. The Insurer will not provide any insurance cover or benefit and will not pay any sum if doing so would mean that the Insurer is in actual or potential contravention of any sanction, prohibition or restriction imposed by any law or regulation applicable to the Insurer.

Claims Conditions

When You make a claim under this Policy You must adhere to the claims conditions listed below. If You do not adhere to these claims conditions the Insurer may reject Your claim or reduce the amount of Loss that it pays to the extent that the breach of these conditions is responsible for increasing the amount of Loss.

1. It is a condition precedent of the Insurer's liability under this Policy that the Insured will give written notice to the Administrator at the address shown under "Making a Claim", below, as soon as reasonably practicable, of any circumstances likely to give rise to a claim for which the Insurer may be liable under this Policy and provide the Administrator with such information and documentation as may reasonably be requested.
2. The Insurer will be entitled to participate fully in any dealings (including but not limited to a defence, negotiation or settlement of an Adverse Interest) in relation to an Insured Risk and in any such event the Insured will (to the extent reasonably practicable in the circumstances, but without limitation):
 - (i). not incur any cost or expense without first consulting with and receiving written consent from the Insurer;
 - (ii). Not make any admission of liability, offer, settlement, promise, payment or discharge without first consulting with and receiving written consent from the Insurer;
 - (iii). Give the Insurer access to and provide the Insurer with copies of all correspondence and documentation available to the Insured in relation to the Insured Risk or Adverse Interest and afford the Insurer sufficient time in which to review and comment on such documentation;
 - (iv). Inform the Insurer of any proposed meeting with any third party in relation to an Insured Risk or Adverse Interest and allow the Insurer to attend such meeting and, if the Insurer so requests, provide a detailed written account of the subject and outcome of any such meeting or discussion at which the Insurer was not present;
 - (v). conduct all negotiations and proceedings in respect of an Insured Risk or Adverse Interest with advisers of which the Insurer has approved in writing and take such action as the Insurer may reasonably require to contest, avoid, resist, compromise or otherwise defend an Adverse Interest;
 - (vi). Provide the Insurer with such other information and assistance in connection with an Insured Risk or Adverse Interest as the Insurer may reasonably request.
3. If at the time of any claim made under this Policy there is any other insurance in place whether effected by the Insured or by any other person under which the Insured may be entitled to make a claim wholly or partly in respect of the Insured Risk the Insurer will be liable to pay or contribute in respect of a claim under this Policy only rateably with such other insurance.
4. If the Insured makes any claim knowing it to be false or fraudulent as regards amount or otherwise, this Policy will become voidable and all claims under it may be forfeited.

General Conditions

The following general conditions apply to this Policy. If You do not adhere to these general conditions the Insurer may reject Your claim or reduce the amount of Loss that it pays to the extent that Your breach of these conditions is responsible for increasing the amount of Loss.

1. The Insurer and Insured agree that each will, where required to take any action or provide its consent or compliance, do so reasonably and without undue delay.
2. It is condition precedent to any liability of the Insurer under this Policy that the Insured will not, without the written consent of the Insurer:
 - a. disclose the existence of this Policy, other than to:
 - i. the Insured's employees, directors, managers, legal advisers, representatives, agents, valuers, auditors, and other professional advisers,
 - ii. the Insured's mortgagees or, prospective mortgagees,
 - iii. prospective purchasers, their mortgagees/prospective mortgagees,
 - iv. prospective tenants and tenants, their mortgagees/prospective mortgagees,
 - v. employees, directors, managers, legal advisers, representatives, agents, valuers, auditors, and other professional advisers of any of the parties cited in this condition;
 - b. communicate on any matter regarding an Insured Risk with any party who, it is reasonable to believe, may be entitled to assert an Adverse Interest;
 - c. make an application to any court or the Upper Tribunal (Land Chamber) or the Land Registry in respect of an Insured Risk.
3. This Policy will be governed by and construed in accordance with the law of England and Wales and is subject to the jurisdiction of the courts of England and Wales.
4. The total liability of the Insurer in respect of all claims made or sums payable under this Policy will not exceed, in the aggregate, the Limit of Indemnity.
5. This Policy will not be in force unless it has been signed by a person who has been authorised to do so by the Insurer.
6. The Insured will take reasonable steps to mitigate Loss provided that where such steps are taken at the request of the Insurer and after the notification of an Adverse Interest the cost of such steps and any financial loss suffered by the Insured attributable to such steps will be borne by the Insurer to the extent that they do not constitute Loss.
7. The Insurer may, at its discretion, with the prior consent of the Insured, take any reasonable steps which it considers necessary to mitigate Loss whether or not it is liable under this Policy (including but not limited to pursuing or defending any action at law or otherwise or making an application to a court, the Upper Tribunal (Lands Chamber) or other body of competent jurisdiction in the name of and on behalf of the Insured in relation to an Insured Risk). For the avoidance of doubt the costs of such steps and any financial loss suffered by the Insured attributable to such steps will be paid by the Insurer to the extent that they do not constitute Loss. By taking any action under the condition the Insurer will not be taken to have conceded any liability or waived any provision of this Policy.
8. If the Insurer agrees or is obliged to make any payment to or on behalf of an Insured because of an Insured Risk, the Insurer will immediately be subrogated to any rights which that Insured may have in relation to that Insured Risk.
9. If any dispute arises as to Fair Market Value or an amount to be paid under this Policy (the Insurer having otherwise accepted liability) such dispute will be referred to an arbitrator to be appointed by agreement between the Insurer and Insured or, failing agreement, by the President at that time of the Royal Institution of Chartered Surveyors. Where referral to arbitration is made under this Condition, the making of an award will be a condition precedent to any right of action against the Insurer. The costs of any arbitration will be shared equally by the Insurer and Insured.
10. For the purposes of this Policy, the Administrator is authorised to provide any consent required under the terms of this Policy on behalf of the Insurer.

Cancellation Rights

If cancellation/termination is required, the Insured should contact the Administrator at cancellations@clspropertyinsight.co.uk.

Making a Claim

As soon as any circumstances likely to lead to a claim under the policy become known to You, please write with details to the Claims Manager at claims@clspropertyinsight.co.uk quoting the policy number. Please be aware of the Claims Conditions and General Conditions of the policy.

Complaints Procedure

We aim to provide an excellent service. If You have any cause for complaint You should, in the first instance, contact the Administrator by email complaints@clspropertyinsight.co.uk, by telephone at 01732 753 910 or by post to CLS Property Insight Limited, 26 Kings Hill Avenue, West Malling, Kent, ME19 4AE. Please quote the details of the Policy (surname and initials, policy number and property address). If the matter is not resolved to Your satisfaction, please write to:

Complaints Manager, ERGO UK Specialty Limited Munich RE Group Offices by post to 1 Fen Court, London EC3M 5BN, or by email to complaints@ergo-commercial.co.uk, or telephone them on 020 3003 7130.

If You are still dissatisfied then You may have a right to refer Your complaint to:

The Financial Ombudsman Service

Exchange Tower

London E14 9SR

0800 023 4 567 Calls to this number are now free on mobile phones and landlines

0300 123 9 123 Calls to this number cost no more than calls to 01 and 02 numbers

Email at: complaint.info@financial-ombudsman.org.uk

The existence, and Your use of, this complaints process is without prejudice to Your other rights under this insurance and to Your rights in law.

Financial Services Compensation Scheme (FSCS)

Great Lakes Insurance UK Limited is covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the scheme in the unlikely event that it cannot meet its obligations if You are an individual, an unincorporated association or a small business. The FSCS will meet up to 90% of Your claim without any upper limit. Further details can be obtained from www.fscs.org.uk or You may contact the FSCS on 0800 678 1100 for further details.

Data Privacy Notice

The privacy and security of Your personal information is very important to CLS Property Insight Limited ('CLS'). The details provided here are a summary of how We process – that is collect, use, share, transfer and store – Your information.

For our full Data Privacy Notice please visit Our website <https://www.cls.co.uk/assets/documents/Privacy%20Notice.pdf> or contact our Compliance Manager at: 26 Kings Hill Avenue, West Malling, Kent, ME19 4AE or by email: Compliance@clspropertyinsight.co.uk or by telephone: 01732 753 910.

Your insurance brokers or other intermediaries (if applicable) may have their own reasons for processing Your personal data. Please contact them directly should You require further information about their uses of Your data.

Collection of Data

CLS may collect a range of personal and business information supplied by You or third parties on Your behalf. This information may include the following: basic personal details such as Your name, address, telephone number, gender, marital status, and additional information about Your insurance requirements, such as details of Your business.

We will always attempt to explain clearly when and why We need this information and the purposes for which We will use it and where necessary We will obtain Your explicit consent to use personal data.

CLS may also collect data about You, Your business or the insured property from a number of different sources, including but not limited to the electoral role, third party databases available to the insurance industry, other insurance firms, loss adjusters and/or other parties involved in the process of administering a claim, as well as publicly available sources.

Personal Data about others

We may collect data about other individuals, such as Employees, family, or members of Your household. If You give Us information about another person, it is Your responsibility to ensure and confirm that You have told that person why and how CLS uses personal data and that You have that person's permission to provide that data to Us and for Us to process it.

Our uses of Data

CLS uses the data We collect to operate our business and provide the products We offer. The information We collect may be used for (amongst other purposes) the following: to assess Your application for a quote or product; to evaluate the risk You present; to verify Your identity; to administer Your Policy and deliver our services; to conduct statistical analysis for pricing purposes; to administer claims; and to investigate and resolve complaints.

Should the need arise, CLS may also use data for the following purposes: to collate Your Policy or claims history; to undertake credit referencing or credit scoring and to assist with financial crime and fraud detection.

Sharing Your Data

If You request a quote, or purchase a product, Your personal information may be shared with and processed by a number of third parties which include but are not limited to regulatory, dispute resolution or law enforcement bodies; other insurance organisations including reinsurers; fraud prevention and credit reference agencies (who may keep a record of the search); or other relevant third parties within our administrative structure.

Your data may be disclosed when We believe in good faith that the disclosure is required by law; necessary to protect the safety of our employees or the public; required to comply with a judicial proceeding, court order or legal process; or for the prevention or detection of crime (including fraud).

Transfer and Storage of Your Data Overseas

Personal details may be transferred to countries outside the EEA. They will at all times be held securely and handled with the utmost care in accordance with all applicable principles of English law. Personal details will not be transferred outside the EEA unless the transfer is to a country which is considered to have equivalent standards with regard to data protection, or We have taken reasonable steps to ensure that suitable data protection standards are in place.

Data Retention

CLS will only keep data for as long as it is necessary to continue providing our products and services to You and/or to fulfil our legal and regulatory obligations in line with our data retention policy.

Data Subject Rights

You have a number of rights in relation to the information We hold about You. These rights include but are not limited to the right to a copy of Your personal information We hold; to object to the use of Your personal information; to withdraw any permission You have previously provided; and to complain to the Information Commissioner's Office at any time if You are not satisfied with our use of Your information. For a more complete list of Your rights please refer to the full Data Privacy Notice.

Please note that there are times when We will not be able to delete Your information. This may be as a result of a requirement to fulfil our legal and regulatory obligations, or where there is a minimum statutory period of time for which We have to keep Your information. If We are unable to fulfil a request We will always let You know our reasons.

Changes to this Data Privacy Notice

We may amend this Data Privacy Notice from time to time for example, to keep it up to date or to comply with legal requirements. Should any significant changes be made to the ways in which CLS processes data from those described at the time of collection, We will post a notice on our website.

Great Lakes UK Limited and ERGO UK Specialty Limited Privacy Notice

Great Lakes UK Limited and ERGO UK Specialty Limited may process certain information in connection with this policy, which may be defined as personal and/ or sensitive personal information.

For more detailed information or to contact us, please see the details within the relevant privacy notice (as referred to below)

Great Lakes Insurance UK Limited privacy notice:

https://www.munichre.com/content/dam/munichre/contentlounge/website-pieces/documents/Great-Lakes-Insurance-UK-Information-Notice.pdf/jcr_content/renditions/original/Great-Lakes-Insurance-UKInformation-Notice.pdf.

ERGO UK Specialty Limited privacy notice: <https://www.ergo-specialty.co.uk/policies/privacy-policy>.

Insurance Product Information Document

Company: Great Lakes Insurance UK Limited

Product: Personal Search Insurance

Great Lakes Insurance UK Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

This Insurance Product Information Document is only intended to provide a summary of the main coverage and exclusions and is not personalised to your specific individual needs in any way. Complete pre-contractual and contractual information on the product is provided in your policy documentation.

What is this type of insurance?

The policy provides cover for loss arising as a result of:-

- i. inaccurate information being disclosed in your local authority search at the inception date which your search provider relied upon when compiling your search report which later causes a reduction in market value to the property; and or
- ii. missing answers to certain questions of your local authority search (please refer to "Adverse Matter" in the full policy document for the relevant questions) at the inception date, following the local authority not providing answers which later causes a reduction in market value to the property.



What is insured?

- ✓ You are insured for financial loss which you may suffer as a result of your local authority search having been compiled with data that was defective from the local authority, which your search provider then relied upon and used to compile your search, including:
 - ✓ Loss in market value;
 - ✓ Legal or professional costs;



What is not insured?

- ✗ The Insurer will not pay Loss in connection with a Property that is not located in England and Wales.
- ✗ The Insurer will not pay Loss attributable to any error in the creation of the Search Report by the Search Provider.
- ✗ The Insurer will not cover claims:
 - ✗ resulting in from information which was disclosed to You in Your Search Report; and/or
 - ✗ where You were aware of an Adverse Matter (other than notice of knowledge imputed by statute) at the Inception Date; and/or
 - ✗ which first arose after the Inception Date; and/or
 - ✗ which would not have been revealed in relation to any question or enquiry contained in the Search Report; and/or
 - ✗ contained in any other local authority search provided to You or Your advisors prior to the Inception Date; and/or
 - ✗ any matter that would not have been disclosed under forms LLC1, CON29 or CON29(O) .
- ✗ Any Loss in respect of any contamination remediation costs arising from the identification or registration of any land as contaminated land pursuant to the Environmental Protection Act 1990 or otherwise.
- ✗ Loss arising from the financial failure, insolvency or bankruptcy of the Search Provider.
- ✗ Loss which is recoverable by You under any buildings insurance policy covering Your Property.
- ✗ You consequential Loss or penalty interest suffered by You.
- ✗ Loss arising from matters which the insured was aware of prior to the Inception Date.



Are there any restrictions on cover?

- ! You will not, without the written consent of the Insurer disclose the existence of this policy, other than to prospective purchasers, their mortgagees, and their respective legal representatives.



Where am I covered (Geographical Limits)?

- ✓ You are covered at the risk address(es) shown on your schedule of insurance.



What are my obligations?

- You are required to keep to the conditions as shown in your full policy documentation.
- As soon as any circumstances which are likely to lead to a claim under the policy become known to you, please write with details to the Claims Manager at claims@clspropertyinsight.co.uk quoting the policy number. Please be aware of the claims conditions and general conditions of the policy.



When and how do I pay?

Your Search Provider will pay the premium directly to us, the Administrator.



When does the cover start and end?

The cover will start from the inception date as documented in the property schedule of this policy.

The duration of the policy will continue for as long as you own the property to be insured or, until another search report has been obtained whichever occurs first.



How do I cancel the contract?

This Policy may be cancelled by contacting the Cancellations Department at cancellations@clspropertyinsight.co.uk within 30 days from the inception date. Provided no claim has been made or is pending, any premium paid will be refunded in full. No refund of premium will be available if the policy is cancelled after 30 days from the inception date.

If the premium is not paid to us within 30 days, we have the right to cancel the policy from the inception date. Notice will be sent in the post.

If this policy is cancelled, this may breach a condition of a loan secured over the property or other terms for the sale of the property.

Initial Disclosure Document

To the Intermediary

This document must be revealed to the ultimate policyholder (including any lender's interest) before the conclusion of the insurance contract.

If you are a Solicitor, Licensed Conveyancer or Legal Executive you should disclose this document to your client and/or their lender and/or the purchaser's legal representative for the benefit of their client and/or lender prior to the conclusion of the insurance contract.

To the Policyholder

Who are we?	CLS Property Insight Limited is a specialist insurance intermediary, who arranges legal indemnity insurance. We can be contacted by email info@clspropertyinsight.co.uk .
Whose policies we offer?	We offer a range of insurance products from a number of insurers all of whom are authorised and regulated to provide insurance in the United Kingdom by the FCA, and all of whom we are satisfied have satisfactory financial strength and credit ratings for the type of risk and level of cover we provide.
What Services do we provide?	We assume you are reading this because you have received professional advice that identified a need for the insurance policy requested. We are not permitted to provide advice on your requirement for the insurance policy, or recommend how you should proceed. You will need to make your own choice about how to proceed and we recommend that this is done with guidance from your professional advisor.
Payment for our services	CLS Property Insight Limited will not charge you a fee for arranging the insurance policy. Should you decide to proceed with purchasing the insurance policy you will be charged the premium that applies to the insurance policy you request. You may be charged an administration fee by the intermediary who arranges the policy for you. The intermediary will be responsible for disclosing the amount of their administration fee to you.
Our regulatory status	CLS Property Insight Limited is authorised and regulated by the Financial Conduct Authority. Our Reference number is 718255. Our permitted business is arranging non-investment insurance contracts. You can check this on the FCA Register by visiting their website www.fca.org.uk/register or by contacting the FCA on 0800 111 6768.
What the Financial Conduct Authority is	The FCA is an independent body that regulates the financial service industry (including general sales and administration) in the UK. The FCA requires that we provide this document for your information. The FCA requires us to provide you with this document for your information. We recommend that you use the information provided in this document to help you decide if our services are right for you.
What to do if you have a complaint	We aim to provide an excellent service. If You have any cause for complaint You should, in the first instance, contact the Administrator by email complaints@clspropertyinsight.co.uk, by telephone at 01732 753 910 or by post to CLS Property Insight Limited, 26 Kings Hill Avenue, West Malling, Kent, ME19 4AE. Please quote the details of the Policy (surname and initials, policy number and property address). If the matter is not resolved to Your satisfaction, please write to: Complaints Manager, ERGO UK Specialty Limited Munich RE Group Offices by post to 1 Fen Court, London EC3M 5BN, or by email to complaints@ergo-commercial.co.uk, or telephone them on 020 3003 7130. If You are still dissatisfied then You may have a right to refer Your complaint to: The Financial Ombudsman Service Exchange Tower London E14 9SR 0800 023 4 567 Calls to this number are now free on mobile phones and landlines 0300 123 9 123 Calls to this number cost no more than calls to 01 and 02 numbers Email at: complaint.info@financial-ombudsman.org.uk The existence, and Your use of, this complaints process is without prejudice to Your other rights under this insurance and to Your rights in law.
The Financial Services Compensation Scheme (FSCS)	Great Lakes Insurance UK Limited is covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation under FSCS if You are a "retail customer" as defined by the Financial Conduct Authority. Further details can be obtained from www.fscs.org.uk or by telephone on 0800 678 1100.

One Stop Searches
One Stop Searches
Fitzalan House
Cardiff
CF24 0EL

NEW LEGAL REQUIREMENT

IF THIS SEARCH RELATES TO A RECENTLY BUILT PROPERTY, NEW WELSH GOVERNMENT LEGISLATION EFFECTIVE FROM 1ST OCTOBER 2012 REQUIRES THAT ANY SEWERS AND LATERAL DRAINS SERVING THE PROPERTY MUST BE SUBJECT TO A SECTION 104 ADOPTION AGREEMENT WITH DWR CYMRU WELSH WATER.

Drainage and Water Enquiry

The information contained within this report refers to the Existing property at:	13 COGAN COURT, COGAN PILL RD, PENARTH, CF642NF
Search report produced by:	Dŵr Cymru Welsh Water P.O. Box 3146 Linea Fortran Road Cardiff CF30 0EH Telephone No. – 0800 917 2652 www.dwrcymru.com enquiries@dwrcymru.com Water supply - Call 0800 052 0130 Sewerage services - Call 0800 085 3968
Our reference:	2026/3/720521/770574
Your reference:	TOT005/001/GLD

The following records were referenced in compiling this search report

Customer Account System
Asset Information System
Water Quality Database

Any enquiries relating to this report should be addressed to our Customer Support Searches Team at the above address. Please quote one of the above references.

Search report produced on: 09/03/2026

Q 1 Interpretation of Drainage and Water Enquiry

Response ***Appendix 1 contains definitions of terms and expressions identified within this report.***

Informative Not Applicable.

Q 2 Enquiries and Responses

Response ***1. The records were searched by Owain Jones who has no nor not likely to have, any personal or business relationship with any person involved in the sale of the property.
2. This search report was prepared by Owain Jones who have no nor not likely to have any personal or business relationship with any person involved in the sale of the property.***

Informative For the Residential Drainage & Water Search Complaint Procedure please see Appendix 6.

Q 3 Where relevant, please include a copy of an extract from the public sewer map.

Response ***A copy of an extract from the public sewer map is included in which the location of the property is identified.***

Informative Public Sewers are defined as those for which the Company holds statutory responsibility under the Water Industry Act 1991.
The company is not responsible for rivers, watercourses, ponds, culverts or highway drains. If any of these are shown on the copy extract they are shown for information only.
Sewers indicated on the extract of the public sewer map as being subject to an agreement under section 104 of the Water Industry Act 1991 are not an 'as constructed' record. It is recommended that these details are checked with the developer, if any.
Assets other than public sewers may be shown on the copy extract, for information only.
The presence of a public sewer located within the boundary of the property may restrict further development within it.
The sewerage undertaker has a statutory right of access to carry out work on its assets, subject to notice. This may result in employees of the sewerage undertaker or its contractors needing to enter the property to carry out works.

Q 4 Does foul water from the property drain to a public sewer?

Response ***Records indicate that foul water from the property drains to a public sewer.***

Informative Water companies are not responsible for any private drains and sewers that connect the property to the public sewerage system, and do not hold details of these. The property owner will normally have sole responsibility for private drains serving the property and may have shared responsibility, with other users, if the property is served by a private sewer which also serves other properties. These may pass through land outside of the control of the seller and the buyer may wish to investigate whether separate rights or easements are needed for their inspection, repair or renewal.
If foul water does not drain to the public sewerage system the property may have private facilities in the form of a cesspit, septic tank or other type of treatment plant.

Q 5 Does surface water from the property drain to a public sewer?

Response ***Records indicate that surface water from the property does drain to a public sewer.***

Informative Sewerage undertakers are not responsible for private drains and sewers that connect the property to the public sewerage system and do not hold details of these.
The property owner will normally have sole responsibility for private drains serving the property and may have shared responsibility with other users, if the property is served by a private sewer which also serves other properties. These may pass through land outside of the control of the seller and the buyer may wish to investigate whether separate rights or easements are needed for

their inspection, repair or renewal.

In some cases, sewerage undertakers' records do not distinguish between foul and surface water connections to the public sewerage system.

If on inspection the buyer finds that the property is not connected for surface water drainage, the property may be eligible for a rebate of the surface water drainage charge. Details can be obtained from the sewerage undertaker.

If surface water does not drain to the public sewerage system the property may have private facilities in the form of a soakaway or private connection to a watercourse.

Q 6 **Are any sewers or lateral drains serving or which are proposed to serve the property the subject of an existing adoption agreement or an application for such an agreement?**

Response ***The property is part of an established development and is not subject to an adoption agreement.***

Informative This enquiry is of interest to purchasers of new homes who will want to know whether or not the property will be linked to a public sewer.
Where the property is part of a very recent or ongoing development and the sewers are not the subject of an adoption application, buyers should consult with the developer to ascertain the extent of private drains and sewers for which they will hold maintenance and renewal liabilities.
Final adoption is subject to the developer complying with the terms of the adoption agreement under Section 104 of the Water Industry Act 1991.

Q 7 **Does the public sewer map indicate any public sewer, disposal main or lateral drain within the boundaries of the property?**

Response ***The public sewer map included indicates that there are no public sewers, disposal mains or lateral drains within the boundaries of the property. However, from the 1st October 2011 there are lateral drains and/or public sewers which are not recorded on the public sewer map. For further information please contact Dwr Cymru Welsh Water on Tel: 0800 917 2652.***

Informative The boundary of the property has been determined by reference to the Ordnance Survey record. The presence of a public sewer running within the boundary of the property may restrict further development. The company has a statutory right of access to carry out work on its assets, subject to notice. This may result in employees of the company or its contractors needing to enter the property to carry out work.
Sewers indicated on the extract of the public sewer map as being subject to an agreement under section 104 of the Water Industry Act 1991 are not an 'as constructed' record. It is recommended that these details be checked with the developer, if any. Assets other than public sewers may be shown on the copy extract, for information only.

Q 8 **Does the public sewer map indicate any public sewer within 30.48 metres (100 feet) of any buildings within the property?**

Response ***The public sewer map included indicates that there is a public sewer within 30.48 metres (100 feet) of a building within the property.***

Informative The presence of a public sewer within 30.48 metres (100 feet) of the building(s) within the property can result in the local authority requiring a property to be connected to the public sewer. The measure is estimated from the Ordnance Survey record, between the building(s) within the boundary of the property and the nearest public sewer.
Sewers indicated on the extract of the public sewer map as being subject to an agreement under section 104 of the Water Industry Act 1991 are not an 'as constructed' record. It is recommended that these details are checked with the developer.
Assets other than public sewers may be shown on the copy extract, for information only.
If the public sewer map indicates that there is a public sewer or lateral drain located within the development site, dependant on the actual plot layout(s), these sewers may be within 30.48 metres (100 feet) of a proposed building. It is recommended that investigations are made into the drainage arrangements of the property as the owner may be liable for repairs to the drainage

system.

Q 9 Has a sewerage undertaker approved or been consulted about any plans to erect a building or extension on the property over or in the vicinity of a public sewer, disposal main or drain?

Response *There are no records in relation to any approval or consultation about plans to erect a building or extension on the property over or in the vicinity of a public sewer, disposal main or drain. However, the sewerage undertaker might not be aware of a building or extension on the property over or in the vicinity of a public sewer, disposal main or drain.*

Informative Buildings or extensions erected over a sewer in contravention of building controls may have to be removed or altered. From the 1st October 2011 private sewers, disposal mains and lateral drains transferred into public ownership and the sewerage undertaker may not have approved or been consulted about plans to erect a building or extension on the property over or in the vicinity of these.

Q 10 Where relevant, please include a copy of an extract from the map of waterworks.

Response *A copy of an extract of the map of waterworks is included, showing water mains, resource mains or discharge pipes in the vicinity of the property.*

Informative The "water mains" in this context are those which are vested in and maintainable by the water company under statute. The purchaser should carry out a physical inspection of the property. Assets other than public water mains may be shown on the plan, for information only. Water undertakers are not responsible for private supply pipes connecting the property to the public water main and do not hold details of these. These may pass through land outside of the control of the seller, or may be shared with adjacent properties. The buyer may wish to investigate whether separate rights or easements are needed for their inspection, repair or renewal. The presence of a public water main located within the boundary of the property may restrict further development within it. Water undertakers have rights of access to carry out work on their assets, subject to notice (except in the event of an emergency). This may result in employees of the water undertaker or its contractors needing to enter the property to carry out work.

Q 11 Is any water main or service pipe serving or which is proposed to serve the property the subject of an existing adoption agreement or an application for such an agreement?

Response *Records confirm that water mains or service pipes serving the property are not the subject of an existing adoption agreement or an application for such an agreement.*

Informative This enquiry is of interest to purchasers of new homes who will want to know whether or not the property will be linked to the mains water supply.

Q 12 Who are the sewerage and water undertakers for the area?

Response *The sewerage undertaker is Dwr Cymru Cyfyngedig, Linea, Fortran Road, St Mellons, Cardiff, CF3 0LT and the water undertaker is Dwr Cymru Cyfyngedig, Linea, Fortran Road, St Mellons, Cardiff, CF3 0LT.*

Informative Not applicable.

Q 13 Is the property connected to mains water supply?

Response *Records indicate that the property is connected to mains water supply.*

Informative Details of private supplies are not kept by the water undertaker. The situation regarding sources

of supply and supply arrangements should be checked with the current owner of the property and a physical inspection should be carried out.

Q 14 Are there any water mains, resource mains or discharge pipes within the boundaries of the property?

Response ***The map of waterworks does not indicate any water mains, resource mains or discharge pipes within the boundaries of the property.***

Informative The boundary of the property has been determined by reference to the Ordnance Survey record. The presence of a public water main within the boundary of the property may restrict further development within it. Water companies have statutory rights of access to carry out work on their assets, subject to notice (except in the event of an emergency). This may result in employees of the company or its contractors needing to enter the property to carry out work. If the map of waterworks indicates that there is a public water main drain located within the development site, dependant on the actual plot layout(s), protection measures and/or diversion of these water mains may be required and agreed with the water undertaker.

Q 15 What is the current basis for charging for sewerage and water services at the property?

Response ***The charges are based on actual volumes of water measured through a water meter ("metered supply").***

Informative Water and sewerage undertakers' full charges are set out in their charges schemes which are available from the company free of charge upon request. It is policy to meter all new water connections - this would result in charges being levied according to the measured tariff. The water undertaker may install a meter at the premises where a buyer makes a change of use of the property. The Water Industry Act 1991 Section 150, The Water Resale Order 2001 provides protection for people who buy their water or sewerage services from a person or company instead of directly from a water or sewerage company. Details are available from the Office of Water Services (OFWAT) at www.ofwat.gov.uk

Q 16 Will the basis for charging for sewerage and water services at the property change as a consequence of a change of occupation?

Response ***There will be no change in the current charging arrangements as a consequence of a change of occupation.***

Informative Water and sewerage undertakers' full charges are set out in their charges schemes which are available from the company free of charge upon request. It is policy to meter all new water connections this would result in charges being levied according to the measured tariff. The water undertaker may install a meter at the premises where a buyer makes a change of use of the property.

Q 17 Is a surface water drainage charge payable?

Response ***Records confirm that a surface water drainage charge is payable for the property at the rate of £1.2809 p/m3 for Households and £1.3184 p/m3 for Non-Households of water used for each financial year.***

Informative Where surface water from a property does not drain to the public sewerage system no surface water drainage charges are payable. Where surface water charges are payable but upon inspection the buyer finds that the property is not connected to the public sewerage system, the property may be eligible for a rebate of the surface water drainage charge. Details can be obtained from the sewerage undertaker. The charge for unmeasured surface water drainage for 2016-2017 is £50. The charge for measured surface water drainage is included in the volumetric

rate charged for measured sewerage and is therefore dependant upon the volume used by each customer. For 2016-2017, If the premises is connected for surface water the sewerage volumetric rate will be £1.6494 p/m³ for Households and £1.6908 p/m³ for Non-Households. If the premises is not connected then the sewerage volumetric rate will be £1.3051 p/m³ for Households and £1.3465 p/m³ for Non-Households. Where the enquiry relates to a plot of land or development site, it is recommended that the charging proposals are checked with the developer.

Q 18 Please include details of the location of any water meter serving the property.

Response *Records indicate that the property is served by a water meter, which is located within the dwelling-house which is or forms part of the property.*

Informative Where the property is not served by a meter and the customer wishes to consider this method of charging they should contact the appropriate water company. Where the enquiry relates to a plot of land or development site, it is recommended that the charging proposals are checked with the developer.

Q 19 Who bills the property for sewerage services?

Response *The property is billed for sewerage services by Dwr Cymru Cyfyngedig, PO Box 690, Cardiff, CF3 5WL, Tel: 0800 052 0145, Internet: www.Dwrcymru.com.*

Informative Where the enquiry relates to a plot of land or development site, it is recommended that the charging proposals are checked with the developer.

Q 20 Who bills the property for water services?

Response *The property is billed for water services by Dwr Cymru Cyfyngedig, PO Box 690, Cardiff, CF3 5WL. Tel: 0800 052 0145, website: www.Dwrcymru.com.*

Informative This is the water undertaker to notify the change of occupant to, on completion of sale. Where the enquiry relates to a plot of land or development site, it is recommended that the charging proposals are checked with the developer.

Q 21 Is the dwelling-house which is or forms part of the property at risk of internal flooding due to overloaded public sewers?

Response *The property is not recorded as being at risk of internal flooding due to overloaded public sewers. From the 1st October 2011 private sewers, disposal mains and lateral drains were transferred into public ownership. It is therefore possible that a property may be at risk of internal flooding due to an overloaded public sewer which the sewerage undertaker is not aware of. For further information it is recommended that enquiries are made of the vendor.*

Informative A sewer is "overloaded" when the flow from a storm is unable to pass through it due to a permanent problem (e.g. flat gradient, small diameter). Flooding as a result of temporary problems such as blockages, siltation, collapses and equipment or operational failures are excluded.

"Internal flooding" from public sewers is defined as flooding which enters a building or passes below a suspended floor. For reporting purposes, buildings are restricted to those normally occupied and used for residential, public, commercial, business or industrial purposes.

"At Risk" properties are those that the water company is required to include in the Regulatory Register that is reported annually to the Director General of Water Services. These are defined as properties that have suffered or are likely to suffer internal flooding from public foul, combined or surface water sewers due to overloading of the sewerage system more frequently than the relevant reference period (either once or twice in ten years) as determined by the Company's reporting procedure.

Flooding as a result of storm events proven to be exceptional and beyond the reference period of one in ten years are not included on the at Risk register.

Properties may be at risk of flooding but not included on the Register where flooding incidents have not been reported to the Company.

Public Sewers are defined as those for which the Company holds statutory responsibility under the Water Industry Act 1991.

It should be noted that flooding can occur from private sewers and drains which are not the responsibility of the Company. This report excludes flooding from private sewers and drains and the Company makes no comment upon this matter.

The Purchaser should also make enquiries with the seller.

Where the enquiry relates to a plot of land or development site, the sewerage undertaker is not obliged to hold records of flooding.

Q 22 Is the property at risk of receiving low water pressure or flow?

Response ***Records confirm that the property is not recorded on a register kept by the water undertaker as being at risk of receiving low water pressure or flow.***

Informative The boundary of the property has been determined by reference to the Ordnance Survey record. "Low water pressure" means water pressure below the regulatory reference level which is the minimum pressure when demand on the system is not abnormal.

Water undertakers are required to include in the Regulatory Register that is reported annually to the Director General of Water Services, properties receiving pressure below the reference level, provided that allowable exclusions do not apply (i.e. events which can cause pressure to temporarily fall below the reference level).

The reference level of service is a flow of 9 litres/minute at a pressure of 10 metres head on the customer's side of the main stop tap. The reference level of service must be applied on the customer's side of a meter or any other company fittings that are on the customers side of the main stop tap. The reference level applies to a single property. Where more than one property is served by a common service pipe, the flow assumed in the reference level must be appropriately increased to take account of the total number of properties served. For two properties, a flow of 18 litres/minute at a pressure of 10 metres head on the customer's side of the main stop tap is appropriate.

For three or more properties the appropriate flow should be calculated from the standard loadings provided in BS6700 or Institute of Plumbing handbook.

Allowable exclusions:

The water undertaker is required to include in the Regulatory Register properties receiving pressure below the reference level, provided that allowable exclusions listed below do not apply.

Abnormal demand:

This exclusion is intended to cover abnormal peaks in demand and not the daily, weekly or monthly peaks in demand which are normally expected. Water undertakers should exclude from the reported DG2 figures properties which are affected by low pressure only on those days with the highest peak demands. During the report year water undertakers may exclude, for each property, up to five days of low pressure caused by peak demand.

Planned maintenance:

Water undertakers should not report under DG2 low pressures caused by planned maintenance. It is not intended that companies identify the number of properties affected in each instance. However, water undertakers must maintain sufficiently accurate records to verify that low pressure incidents that are excluded from DG2 because of planned maintenance are actually caused by maintenance.

One-off incidents:

This exclusion covers a number of causes of low pressure; mains bursts; failures of company equipment (such as PRVs or booster pumps); firefighting; and action by a third party. However, if problems of this type affect a property frequently, they cannot be classed as one-off events and further investigation will be required before they can be excluded.

Low pressure incidents of short duration:

Properties affected by low pressures which only occur for a short period, and for which there is evidence that incidents of a longer duration would not occur during the course of the year, may be excluded from the reported DG2 figures.

The buyer should also make enquiries with the seller.

Q 23 Please include details of a water quality analysis made by the water undertaker for the

water supply zone in respect of the most recent calendar year.

Response ***The analysis confirmed that all tests met the standards prescribed by the 2000 Regulations or the 2001 Regulations.***

Informative Drinking water quality in England and Wales is regulated by the Government through the Drinking Water Inspectorate (DWI). Drinking Water Supplies are of a very high standard and the legal requirements are set out in the Water Supply (Water Quality) Regulations 2001 (Wales).

Last year Dwr Cymru Welsh Water carried out over 100,000 water quality tests of which 99.9% showed that the drinking water produced by Welsh Water met the required standards.

Each Water Quality Zone covers a population of up to 100,000, sampling address are generated on a random basis. Distribution sampling is conducted to assess the quality of drinking water throughout Dwr Cymru Welsh Water's distribution network and not as an indicator of the condition of an individual property. Therefore Dwr Cymru Welsh Water will not disclose the sampled address.

If you have specific concerns regarding an individual property relating to water quality (e.g. Lead) then we would suggest you instruct your surveyor accordingly.

Some standards relate to the appearance of the water rather than to health. Where a standard has been set for health reasons, this is normally based on a lifetime exposure and there is a wide margin of safety. It should also be noted that most failures are of short duration and are satisfactory on resample.

All exceedences of the regulatory standard are reported to the Drinking Water Inspectorate along with details of any remedial work undertaken.

Q 24 Please include details of any departures authorised by the Secretary of State under Part 6 of the 2000 Regulations from the provisions of Part 3 of those Regulations; or authorised by the National Assembly for Wales under Part 6 of the 2001 Regulations from the provisions of Part 3 of those Regulations.

Response ***There are no such authorised departures for the water supply zone***

Informative Authorised departures are not permitted if the extent of the departure from the standard is likely to constitute a potential danger to human health.

Please contact your water undertaker if you require further information.

Q 25 Please state the distance from the property to the nearest boundary of the nearest sewage treatment works

Response ***The nearest sewage treatment works is 2084 m to the SE of the property. The name of the nearest sewage treatment works is leckwith .***

Informative The nearest sewage treatment works will not always be the sewage treatment works serving the catchment within which the property is situated. The sewerage undertaker's records were inspected to determine the nearest sewage treatment works. It should be noted therefore that there may be a private sewage treatment works closer than the one detailed above that have not been identified.

Appendix 1 - General Interpretation

1. In this Schedule-

"the 1991 Act" means the Water Industry Act 1991(a);

"the 2000 Regulations" means the Water Supply (Water Quality) Regulations 2000(b);

"the 2001 Regulations" means the Water Supply (Water Quality) Regulations 2001(c);

"adoption agreement" means an agreement made or to be made under section 51A(1) or 104(1) of the 1991 Act(d);

"bond" means a surety granted by a developer who is a party to an adoption agreement;

"bond waiver" means an agreement with a developer for the provision of a form of financial security as a substitute for a bond;

"calendar year" means the twelve months ending with 31st December;

"discharge pipe" means a pipe from which discharges are made or are to be made under section 165(1) of the 1991 Act;

"disposal main" means (subject to section 219(2) of the 1991 Act) any outfall pipe or other pipe which—

(a) is a pipe for the conveyance of effluent to or from any sewage disposal works, whether of a sewerage undertaker or of any other person; and

(b) is not a public sewer;

"drain" means (subject to section 219(2) of the 1991 Act) a drain used for the drainage of one building or of any buildings or yards appurtenant to buildings within the same curtilage;

"effluent" means any liquid, including particles of matter and other substances in suspension in the liquid;

"financial year" means the twelve months ending with 31st March;

"lateral drain" means—

(a) that part of a drain which runs from the curtilage of a building (or buildings or yards within the same curtilage) to the sewer with which the drain communicates or is to communicate; or

(b) (if different and the context so requires) the part of a drain identified in a declaration of vesting made under section 102 of the 1991 Act or in an agreement made under section 104 of that Act(e);

"licensed water supplier" means a company which is the holder for the time being of a water supply licence under section 17A(1) of the 1991 Act(f);

"maintenance period" means the period so specified in an adoption agreement as a period of time—

(a) from the date of issue of a certificate by a sewerage undertaker to the effect that a developer has built (or substantially built) a private sewer or lateral drain to that undertaker's satisfaction; and

(b) until the date that private sewer or lateral drain is vested in the sewerage undertaker;

"map of waterworks" means the map made available under section 198(3) of the 1991 Act(g) in relation to the information specified in subsection (1A);

"private sewer" means a pipe or pipes which drain foul or surface water, or both, from premises, and are not vested in a sewerage undertaker;

"public sewer" means, subject to section 106(1A) of the 1991 Act(h), a sewer for the time being vested in a sewerage undertaker in its capacity as such, whether vested in that undertaker—

(a) by virtue of a scheme under Schedule 2 to the Water Act 1989(i);

(b) by virtue of a scheme under Schedule 2 to the 1991 Act(j);

(c) under section 179 of the 1991 Act(k); or

(d) otherwise;

"public sewer map" means the map made available under section 199(5) of the 1991 Act(l);

"resource main" means (subject to section 219(2) of the 1991 Act) any pipe, not being a trunk main, which is or is to be used for the purpose of—

- (a) conveying water from one source of supply to another, from a source of supply to a regulating reservoir or from a regulating reservoir to a source of supply; or
- (b) giving or taking a supply of water in bulk;

"sewerage services" includes the collection and disposal of foul and surface water and any other services which are required to be provided by a sewerage undertaker for the purpose of carrying out its functions;

"sewerage undertaker" means the company appointed to be the sewerage undertaker under section 6(1) of the 1991 Act for the area in which the property is or will be situated;

"surface water" includes water from roofs and other impermeable surfaces within the curtilage of the property;

"water main" means (subject to section 219(2) of the 1991 Act) any pipe, not being a pipe for the time being vested in a person other than the water undertaker, which is used or to be used by a water undertaker or licensed water supplier for the purpose of making a general supply of water available to customers or potential customers of the undertaker or supplier, as distinct from for the purpose of providing a supply to particular customers;

"water meter" means any apparatus for measuring or showing the volume of water supplied to, or of effluent discharged from any premises;

"water supplier" means the company supplying water in the water supply zone, whether a water undertaker or licensed water supplier;

"water supply zones" in relation to a calendar year means the names and areas designated by a water undertaker within its area of supply that are to be its water supply zones for that year; and

"water undertaker" means the company appointed to be the water undertaker under section 6(1) of the 1991 Act for the area in which the property is or will be situated.

2. In this Schedule, references to a pipe, including references to a main, a drain or a sewer, shall include references to a tunnel or conduit which serves or is to serve as the pipe in question and to any accessories for the pipe.

Note:

- (a) 1991 c. 56
- (b) S.I. 2000/3184. These Regulations apply in relation to England.
- (c) S.I. 2001/3911. These Regulations apply in relation to Wales.
- (d) Section 51A is inserted by section 92(2) of the Water Act 2003 (c.37). Section 104(1) is amended by section 96(4) of that Act.
- (e) To which there are various amendments made to sections 102 and 104 by section 96 of the Water Act 2003.
- (f) Inserted by section 56 of and Schedule 4 to the Water Act 2003.
- (g) Subsection (1A) is inserted by section 92(5) of the Water Act 2003.
- (h) Section 106(1A) is inserted by section 99 of the Water Act 2003.
- (i) 1989 c.15.
- (j) To which there are various amendments made by section 101(1) of and Schedule 8 to the Water Act 2003.
- (k) To which there are various amendments made by section 101(1) of and Schedule 8 to the Water Act 2003.
- (l) Section 199 is amended by section 97(1) and (8) of the Water Act 2003.

Appendix 2 – DRAINAGE & WATER ENQUIRY (RESIDENTIAL) TERMS AND CONDITIONS

The Customer, the Client and the Purchaser are asked to note these terms, which govern the basis on which this drainage and water report is supplied

Definitions

'Company' means Dwr Cymru Cyf who produces the Report.

'Order' means any request completed by the Customer requesting the Report.

'Report' means the drainage and/or water report prepared by The Company in respect of the Property.

'Property' means the address or location supplied by the Customer in the Order.

'Customer' means the person, company, firm or other legal body placing the Order, either on their own behalf as Client, or, as an agent for a Client.

'Client' means the person, company or body who is the intended recipient of the Report with an actual or potential interest in the Property.

'Purchaser' means the actual or potential purchaser of an interest in the Property including the mortgage lender.

Agreement

1. The Company agrees to supply the Report to the Customer and to allow it to be provided to the Client and the Purchaser subject, in each case, to these terms. The scope and limitations of the Report are described in paragraph 2 of these terms. Where the Customer is acting as an agent for the Client then the Customer shall be responsible for bringing these terms to the attention of the Client.

1.1 The Customer, the Client and Purchaser agree that the placing of an Order for a Report and the subsequent provision of a copy the Report to the Purchaser indicates their acceptance of these terms.

The Report

2. Whilst The Company will use reasonable care and skill in producing the Report, it is provided to the Customer, the Client and Purchaser on the basis that they acknowledge and agree to the following:-

2.1 The information contained in the Report can change on a regular basis so The Company cannot be responsible to the Customer, the Client and Purchaser for any change in the information contained in the Report after the date on which the Report was first produced and sent to the Customer.

2.2 The Report does not give details about the actual state or condition of the Property nor should it be used or taken to indicate or exclude actual suitability or unsuitability of the Property for any particular purpose, or relied upon for determining saleability or value, or used as a substitute for any physical investigation or inspection. Further advice and information from appropriate experts and professionals should always be obtained.

2.3 The information contained in the Report is based upon the accuracy of the address and plan supplied to the Company.

2.4 The Report provides information as to the location & connection of existing services and other information in relation to drainage and water enquiries and should not be relied on for any other purpose. The Report may contain opinions or general advice to the Customer, the Client and Purchaser which The Company cannot ensure that any such opinion or general advice is accurate, complete or valid and accepts no liability therefore.

2.5 The position and depth of apparatus shown on any maps attached to the Report are approximate, and are furnished as a general guide only, and no warranty as to its correctness is given or implied. The exact positions and depths should be obtained by excavation trial holes and the maps must not be relied on in the event of excavation or other works made in the vicinity of The Company's apparatus.

Liability

3. The Company shall not be liable to the Customer, the Client and Purchaser for any failure defect or non-performance of its obligations arising from any failure of or defect in any machine, processing system or transmission link or anything beyond The Company's reasonable control or the acts or omissions of any party for whom The Company are not responsible.

3.1 Where a report is requested for an address falling within a geographical area where two different Companies separately provide Water and Sewerage Services, then it shall be deemed that liability for the information given by either Company will remain with that Company in respect of the accuracy of the information supplied. A Company supplying information which has been provided to it by another Company for the purposes outlined in this agreement will therefore not be liable in any way for the accuracy of that information and will supply that information as agent for the Company from which the information was obtained.

3.2 The Report is produced for use in relation to individual domestic property transactions and cannot be used for commercial developments of domestic properties or commercial properties for intended occupation by third parties.

3.3 The Company shall accept liability for death or personal injury arising from its negligence but in any other case, the Company's liability for negligence shall be limited to £5000.00. Such liability will be met by the Company or its insurers and the Company has and will maintain an appropriate contract of insurance.

Copyright and Confidentiality

4. The Customer, the Client and Purchaser acknowledge that the Report is confidential and is intended for the personal use of the Client and Purchaser. The copyright and any other intellectual property rights in the Report shall remain the property of The Company. No intellectual or other property rights are transferred or licensed to the Customer, the Client or the Purchaser except to the extent expressly provided.

4.1 The Customer or Client is entitled to make copies of the Report but may only copy the Ordnance Survey mapping or data contained in the, or attached to the Report, if they have an appropriate licence from the originating source of that mapping or data.

4.2 The Customer, the Client and Purchaser agree (in respect of both the original and any copies made) to respect and not to alter any trademark, copyright notice or other property marking which appears on the Report.

4.3 The maps contained in the Report are protected by Crown Copyright and must not be used for any purpose outside the context of the Report.

4.4 The Customer, the Client and Purchaser agree on a joint and several basis to indemnify The Company against any losses, costs, claims and damage suffered by The Company as a result of any breach by either of them of the terms of paragraphs 4.1 to 4.4 inclusive.

Payment

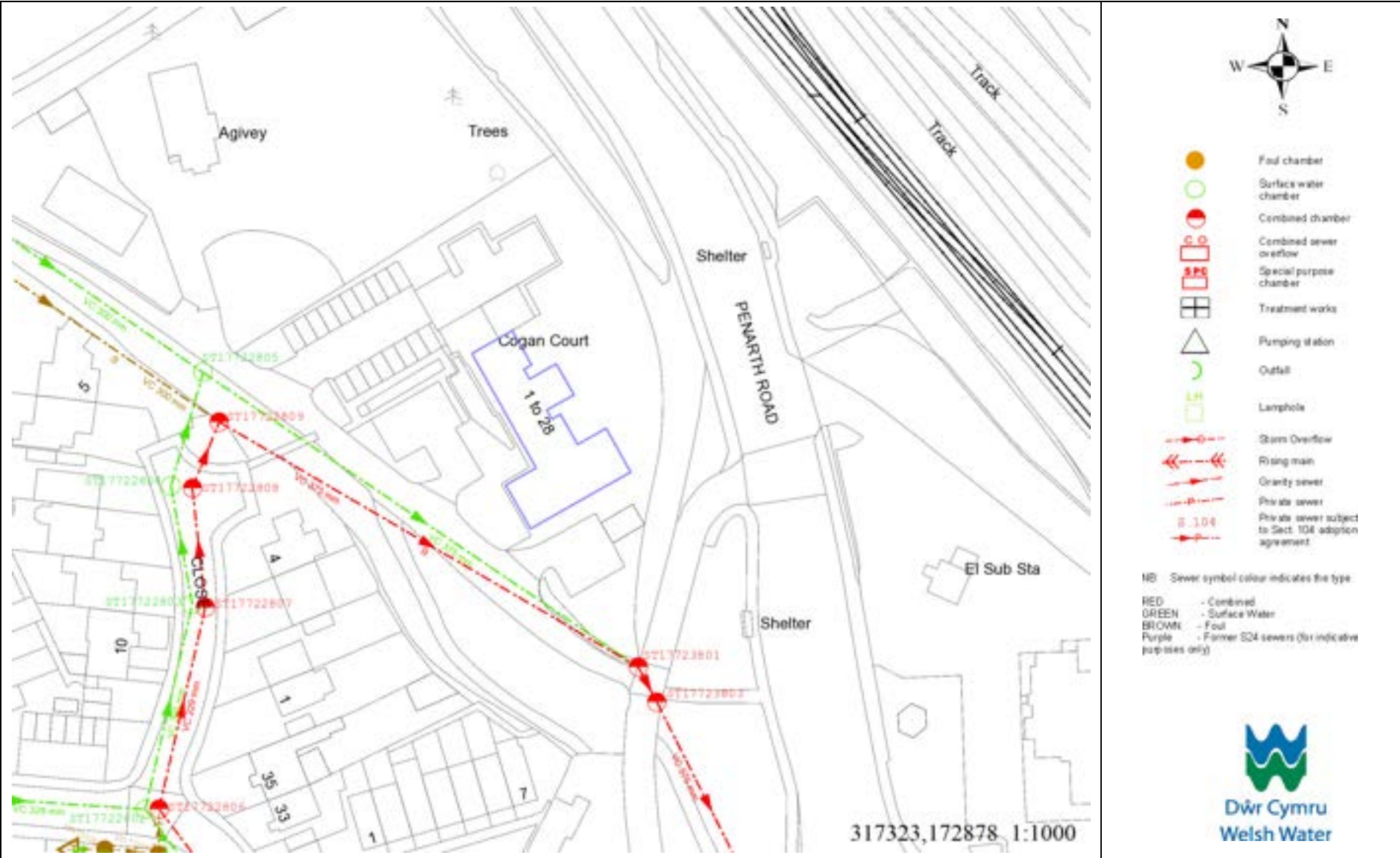
5. Unless otherwise stated all prices are inclusive of VAT. The Customer shall pay for the price of the Report specified by The Company, without any set off, deduction or counterclaim. Unless the Customer or Client has an account with The Company for payment for Reports, The Company must receive payments for Reports in full before the Report is produced. For Customers or Clients with accounts, payment terms will be as agreed with The Company.

General

6. If any provision of these terms is or becomes invalid or unenforceable, it will be taken to be removed from the rest of these terms to the extent that it is invalid or unenforceable. No other provision of these terms shall be affected.

- 6.1 These terms shall be governed by English law and all parties submit to the exclusive jurisdiction of the English courts.
- 6.2 Nothing in these terms and conditions shall in any way restrict the Customer, the Clients or the Purchasers statutory or any other rights of access to the information contained in the Report.
- 6.3 We may disclose personal data you provide about yourself, or your clients, to other companies within our group in accordance with Data Protection Act 1998 and other applicable laws. We will analyse and utilise any information we collect so that we are able to correctly administer, develop and improve our business and services.
- 6.4 The terms and conditions may be enforced by the Customer, the Client and Purchaser.

Appendix 3 - Extract of the Public Sewer Map for the area surrounding the property/plot [09/03/2026]



Dŵr Cymru Cyl gives this information as to the position of its underground apparatus by way of general guidance only on the strict understanding that it is based on the best information available and no warranty as to its correctness is relied upon in the event of excavations or other works in vicinity of the Company's apparatus and any onus of locating the apparatus before carrying out any excavations rests entirely with you. It must be understood that the furnishing of information is entirely without prejudice to the provision of the New Roads and Street Works Act 1991 and of the Company's right to be compensated for any damage to its apparatus. Service pipes are not generally shown but their presence should be anticipated.

EXACT LOCATIONS OF ALL APPARATUS TO
BE DETERMINED ON SITE

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EXACT LOCATIONS OF ALL APPARATUS TO
BE DETERMINED ON SITE.

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Appendix 5 – Additional Information

Additional information not required

Appendix 6 – Residential Drainage & Water Search Complaint Procedure

The Law Society endorses the use of a residential drainage and water enquiry on all occasions where a property is being sold. With our unique knowledge of the water industry, Dwr Cymru Welsh Water is best placed to identify any risks relating to the location and ownership of public water mains and sewers within our operational area, before property purchases are completed.

Should you wish to contact us about the service provided then our preferred method of dealing with your complaint is by telephone during office hours, Monday – Friday 09.00am – 4.30pm, tel no. 0800 917 2652. We will always aim to deal with your telephone complaint the first time you call us, however, if that isn't possible, we will advise you on how soon we can respond.

If you are not happy with our initial response, we will advise you to write to us at Dwr Cymru Welsh Water's Developer Services, P.O. Box 3146, Linea, Fortran Road, Cardiff, CF30 0EH or email us at searches@dwrcymru.com outlining the reasons for your complaint.

We will investigate and research the matter in detail and provide a written substantive response within 10 working days of receipt of your written complaint.

If you remain dissatisfied with the response you have received, or the way your complaint was handled, you can ask for a Director to carry out a formal review of your complaint. To do this, please contact Head of Customer Relations, Dwr Cymru Welsh Water, P.O. Box 3146, Linea, Fortran Road, Cardiff, CF30 0EH.

A response from a director will be sent within 10 working days. If we have fully reviewed your complaint and you remain dissatisfied, you can refer your complaint to the Consumer Council for Water. This is an independent body which represents customers' interests and investigates complaints. Their address is Consumer Council for Water Wales, Room 140 Caradog House, 1-6 St Andrews Place, Cardiff, CF10 3BE.

Certificate Details

Certificate Number	10156395
Issue Date	03/03/2026
Client Ref	TOT005/001/GLD
Address	FLAT 13, COGAN COURT, COGAN PILL ROAD, LLANDOUGH, PENARTH, CF64 2NF

We hereby certify that, based upon historical parish and tithe district boundaries, third party data and the relevant documentation found at The National Archives, the property is within a tithe district or Parish that has no record of risk of chancel repair liability.

No-one involved in the production of this report has any relationship with any party involved in the sale of the property.

The service is only available for properties in England and Wales. The data used to identify potential risk is derived from an academic study of historical parish boundaries and the relevant documentation pertaining to potential chancel repair liability held at the National Archive.

“No record of risk” means:

- a) no record of risk is held by The National Archives within the relevant Inland Revenue Indices for the subject parish;
- b) the property is within a parish with evidence of risk but the property is situated within a tithe district that has no risk per the records described above;
- c) the record held by the National Archive details that the total liability is held by the Church Commissioners, Cathedrals and/or educational establishments.

When purchasing land from any of these parties please enquire with them directly regarding this liability. It should be noted that this service searches against a 25 metre radius from the identified address point of the subject building in order to establish the location in respect of the relevant historical boundary.

ChancelCheck® is provided with the benefit of a warranty offering cover up to a market value of £2m where pre-existing matter adversely affects the result of the **ChancelCheck®** provided on the property.

Terms and Conditions

This Certificate is prepared by Dye & Durham (UK) Limited (formerly Future Climate Info Limited) and is subject to the Terms and Conditions available at <https://futureclimateinfo.com/wp-content/uploads/2023/02/FCL-terms-and-conditions-v0223.pdf>

ChancelCheck® Guidance Note

Chancel Repair Liability Background

Chancel repair liability is a medieval anomaly whereby the Church of England and Wales was granted powers to charge those owning “rectorial land” for the upkeep of the chancel of some Parish Churches.

Chancel repair liability affects millions of acres in England and Wales and is still deemed a usual and necessary search by conveyancers.

Chancel repair liability can still be attached to land regardless of whether or not the liability is noted against the title, making the prospective risk unquantifiable.

The Church continues to actively register their interest, to protect their right to charge for chancel repair liability in perpetuity.

ChancelCheck® Identifies the Problem

ChancelCheck®

ChancelCheck® is an online, low cost screening report designed to inform the Homebuyer of any potential chancel repair liability. It is in accordance with the Conveyancing and CML Handbooks.

Certificate

If the area of land selected falls within a parish that does not have the ability to claim for chancel repair liability, the search will be returned as a Certificate.

Report

If the area of land selected falls within a parish that has the ability to claim for chancel repair liability, a potential liability will be returned and the search will come back as a Report. ***Where an issue has been identified, legal indemnity insurance could be sought to cover the potential risk.***

*NB. **ChancelCheck®** does not publish the relevant parish name to deter contacting the Church. Doing so will put the Church on notice of a potential liability and may lead to negating insurance cover.*

Insurance Offers a Solution

Insurance

The legal indemnity insurance markets are known to offer chancel repair cover which may be available from your preferred insurance broker/provider. Alternatively, the market leading **ChancelSure®** insurance offered by CLS Property Insight is available online via their website at www.clspi.co.uk.

ChancelSure® policies have been specifically designed to work in conjunction with **ChancelCheck®** and are fully compliant with lender requirements. A schedule of indicative online premiums is provided overleaf.

Indicative Insurance Policy Premiums

Chancel repair indemnity insurance products, providing protection and security for the homeowner where a potential chancel liability has been identified.

The indicative figures given below are standard one-off ChancelSure® policy premiums (including IPT) offered by CLS Property Insight which will apply to most properties and were correct as at 5th August 2021. However, as chancel repair liability is a fluctuating risk, these figures may alter for some properties. In addition, insurers periodically review their underwriting data and may carry out further assessment before confirming the availability of cover.

The chancel repair policies available via your preferred insurance broker/provider may offer diminution in value, a 200% escalator clause, 25 year, 35 year and even in perpetuity terms. Should you wish to obtain ChancelSure® insurance, which is offered by CLS Property Insight, this is available online via their website at www.clspi.co.uk.

Residential Property (25 Years)

Limit of Indemnity	Residential Non Successor < 5 acres	Residential Successor < 5 acres	Residential Non Successor 5 – 10 acres	Residential Successor 5 – 10 acres
£100,000	£40.00	£65.00	£50.00	£90.00
£250,000	£54.00	£95.00	£75.00	£125.00
£500,000	£75.00	£125.00	£110.00	£150.00
£1,000,000	£94.00	£140.00	£130.00	£165.00
£1,500,000	£130.00	£175.00	£150.00	£195.00
£2,000,000	£150.00	£190.00	£175.00	£215.00
£2,500,000	£175.00	£210.00	£225.00	£275.00
£3,000,000	£210.00	£250.00	£275.00	£325.00

Residential Property (35 Years)

Limit of Indemnity	Residential Successor < 5 acres	Residential Successor 5 - 10 acres
£100,000	£80.00	£105.00
£250,000	£120.00	£145.00
£500,000	£145.00	£165.00
£1,000,000	£160.00	£185.00
£1,500,000	£185.00	£210.00
£2,000,000	£210.00	£240.00
£2,500,000	£225.00	£300.00
£3,000,000	£325.00	£423.00

Residential Property (In Perpetuity)

Residential Successor < 5 acres	Residential Successor 5 – 10 acres
£90.00	£125.00
£140.00	£165.00
£165.00	£180.00
£180.00	£215.00
£215.00	£240.00
£240.00	£300.00
£265.00	£350.00
£363.00	£472.00

Bespoke Policies

Bespoke policies may be available for larger residential properties, higher limits of indemnity, when there is prior knowledge of a risk, a Unilateral Notice registered or a caution lodged against the title.

Indicative Insurance Policy Premiums

Commercial Property (25 Years)

Limit of Indemnity	Commercial Non Successor < 3 acres	Commercial Non Successor 3 – 5 acres	Commercial Non Successor 5 – 10 acres
£250,000	£130.00	£200.00	£250.00
£500,000	£220.00	£400.00	£550.00
£750,000	£450.00	£600.00	£750.00
£1,000,000	£500.00	£800.00	£900.00
£1,500,000	£700.00	£1,000.00	£1,300.00
£2,000,000	£1,250.00	£1,350.00	£1,500.00
£2,500,000	£1,400.00	£1,550.00	£1,700.00
£3,000,000	£1,600.00	£1,750.00	£1,900.00

Commercial Property (25 Years)

Limit of Indemnity	Commercial Successor < 3 acres	Commercial Successor 3 – 5 acres	Commercial Successor 5 – 10 acres
£250,000	£200.00	£300.00	£375.00
£500,000	£320.00	£600.00	£700.00
£750,000	£625.00	£850.00	£950.00
£1,000,000	£680.00	£1,100.00	£1,150.00
£1,500,000	£950.00	£1,250.00	£1,500.00
£2,000,000	£1,500.00	£1,750.00	£2,000.00
£2,500,000	£1,750.00	£2,000.00	£2,200.00
£3,000,000	£1,900.00	£2,150.00	£2,350.00

Bespoke Policies

Bespoke policies may be available for larger commercial properties, higher limits of indemnity, when there is prior knowledge of a risk, a Unilateral Notice registered or a caution lodged against the title.

Search Code – Consumer Information

IMPORTANT CONSUMER PROTECTION INFORMATION

This search has been produced by Dye & Durham (UK) Limited (formerly Future Climate Info Limited), Imperium, Imperial Way, Reading, Berkshire, RG2 0TD (Call: 01732 755 180, Email: FCL-Admin@dyedurham.com).

Dye & Durham (UK) Limited (formerly Future Climate Info Limited) is registered with the Property Codes Compliance Board (PCCB) as a subscriber to the Search Code. The PCCB independently monitors how registered firms maintain compliance with the Code.

The Search Code

- provides protection for homebuyers, sellers, estate agents, conveyancers, and mortgage lenders, who rely on the information included in property search reports undertaken by subscribers on residential and commercial property within the United Kingdom.
- sets out minimum standards which firms compiling and selling search reports have to meet.
- promotes the best practice and quality standards within the industry for the benefit of consumers and property professionals.
- enables consumers and property professionals to have confidence in firms which subscribe to the code, their products and services.

By giving you this information, the search firm is confirming that they keep to the principles of the Code. This provides important protection for you.

Core Principles

Search providers which subscribe to the Code will:

- display the Code logo prominently on their search reports
- act with integrity and carry out work with due skill, care and diligence
- at all times maintain adequate and appropriate insurance to protect consumers
- conduct business in an honest, fair and professional manner
- handle complaints speedily and fairly
- ensure that products and services comply with industry registration rules and standards and relevant laws
- monitor their compliance with the Code

Complaints

If you have a query or complaint about your search, you should raise it directly with the search firm, and if appropriate ask for any complaint to be considered under their formal internal complaints procedure. If you remain dissatisfied with the firm's final response, after your complaint has been formally considered, or if the firm has exceeded the response timescales, you may refer your complaint for consideration under The Property Ombudsman scheme (TPOs). The Ombudsman can award up to £5,000 to you if the Ombudsman finds that you have suffered actual financial loss and/or aggravation, distress or inconvenience as a result of your search provider failing to keep to the Code.

Please note that all queries or complaints regarding your search should be directed to your search provider in the first instance, not to TPOs or to the PCCB.

TPO's Contact Details:

The Property Ombudsman scheme; Milford House, 43-55 Milford Street Salisbury, Wiltshire, SP1 2BP. (Call: 01722 333 306, Fax: 01722 332 296, Email: admin@tpos.co.uk, Website: www.tpos.co.uk).

You can also get more information about the PCCB from www.propertycodes.org.uk

PLEASE ASK YOUR SEARCH PROVIDER IF YOU WOULD LIKE A COPY OF THE FULL SEARCH CODE

Complaint Resolution Procedure

If you have a complaint regarding our services or products, please send the details to:

Dye & Durham (UK) Limited (formerly Future Climate Info Limited), Imperium, Imperial Way, Reading, Berkshire, RG2 0TD (Call: 01732 755 180 Email: FCL-Admin@dyedurham.com).

Our formal complaints procedure can be found at <http://www.futureclimateinfo.com/complaints>.



Property address

FLAT 13, COGAN COURT, COGAN PILL ROAD,
LLANDOUGH, PENARTH, CF64 2NF, Wales



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Homebuyer advice

This report is designed to help you understand environmental factors that might be relevant to your property. Where you see underlined text, this indicates a hyperlink to help you navigate to the relevant section of the search. As this report includes information from a specified range of risk factors, we recommend reading each section to find out more and check our guidance.

Professional opinion



Contaminated Land

[Page 2](#)

Passed ✓

Full assessment



Ground stability

[Page 3](#)

Identified



Radon

[Page 4](#)

Not Identified



Planning constraints

[Page 5](#)

Identified

Alert Assessment



Flood

[Page 6](#)

Not Identified



Coal mining

[Page 7](#)

No coal report required



Planning applications

[Page 8](#)

Identified



Energy & Infrastructure

[Page 9](#)

Identified

Contaminated Land

PROFESSIONAL OPINION

Passed

Passed Certificate

No liability identified

The property is unlikely to be designated "contaminated land" within the meaning of Part 2A of the Environmental Protection Act 1990.

Approved by:



Landmark Contribution

By purchasing this report, the recipient may be eligible for remediation contribution of up to £250,000 if served with a Remediation Notice by the local authority. Such a notice may require the homeowner to pay for all, or contribute to, the remediation of the property. For more information see Landmark's Terms and Conditions.

Why we search this

Local Authorities have a duty to investigate potential land contamination. Where they identify a significant hazard, the owner of the land may find themselves liable to remediate. The aim of this assessment is to flag whether there is a risk of liability at your property, so it can be addressed as part of your due diligence process.



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Risk	Search radius	Result
Multiple features present		
Authorised Industrial Processes	On-site	Not Identified
Landfill & Waste	On-site	Not Identified
Incidents & Enforcements	On-site	Not Identified
Current Land Uses	On-site	Not Identified
Historical Land Uses	On-site	Not Identified



Ground stability

FULL ASSESSMENT

Identified 

Summary

We have identified a risk of ground stability hazards at the property.

Recommendations

- 1

We recommend that you consult a local RICS accredited surveyor to arrange a survey for the property. The survey should assess whether the property is affected by ground stability issues.
- 2

Further information may be available from the Minerals and Waste Officer at the County Council and the Local Building Controls Officer.
- 3

If any active ground instability appears to be affecting your property, inform your insurance company, mortgage lender, landlord or get specialist advice from a suitably qualified expert such as a structural surveyor, geotechnical engineer or chartered engineering geologist. If active ground instability does not appear to be affecting your property but the area has a potential for instability, this should be taken into account before undertaking any alterations to the existing property.

Why we search this

Subsidence is caused by movement in the ground beneath a property, impacting the security of the foundations. This can cause the walls and floors to shift, leading to cracks and potentially destabilising the construction of the property.



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Risk	Search radius	Result
 Multiple features present		
 Man-made hazards	On-site	Not Identified
 Natural hazards	Mixed	Identified (1)
 Mining	Mixed	Not Identified
 Brine and Salt	On-site	Not Identified

 Radon

FULL ASSESSMENT

Not Identified 

Summary

The property is not in a radon affected area. Less than 1% of homes are estimated to be at or above the action level.

Recommendations

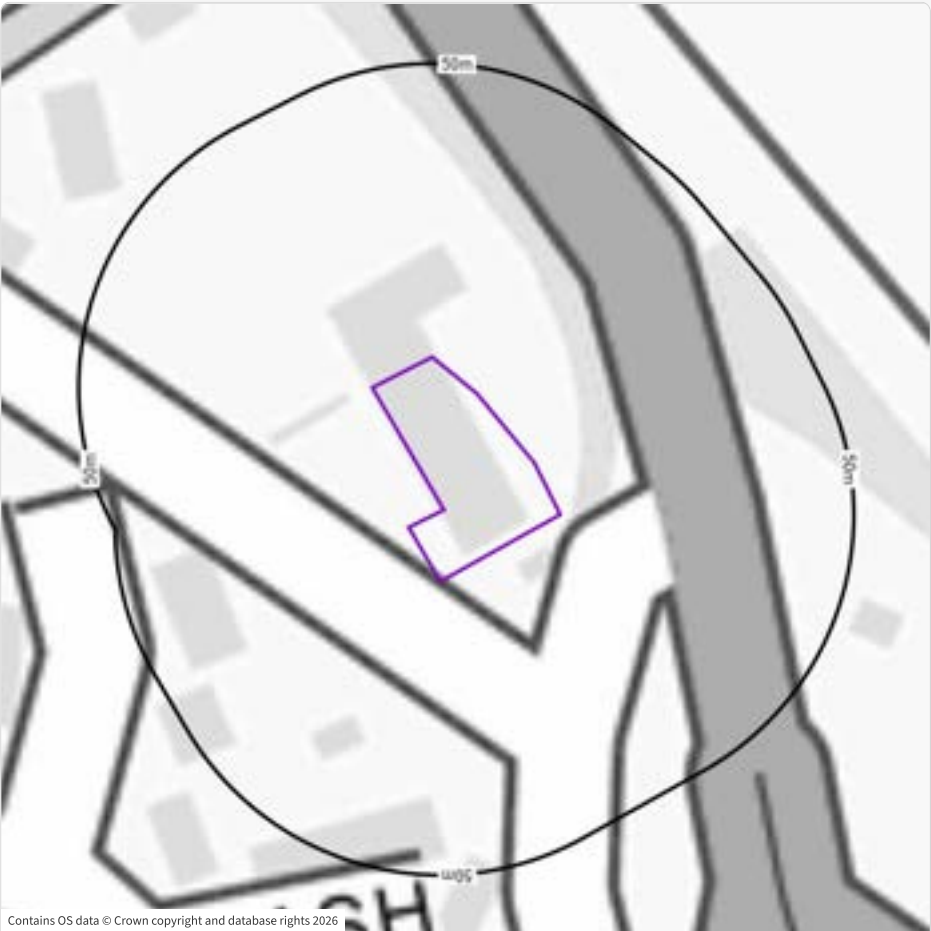
- 1

The result is only valid for properties above ground. All basements and cellars are considered to be at additional risk from high radon levels. If an underground room such as a cellar or basement makes up part of the living accommodation, the property should be tested regardless of the radon affected area status.
- 2

No protective measures are considered necessary in the construction of new buildings or extensions.

Why we search this

Radon is a radioactive gas which occurs naturally in rocks and soils. You cannot see, hear, feel or taste it. Radon is known to be carcinogenic, and exposure to particularly high levels of radon may increase the risk of developing lung cancer. It is easily identified, and measures can be put in place to disperse the gas, either at the time of building a property or retrospectively.



Risk		Search radius	Result
	Radon risk	On-site	Not Identified

⊘ Planning constraints

FULL ASSESSMENT

Identified 

Summary

We have identified records of environmental designations at the property. We have not identified any records of pylons or masts within 250m of the property.

Recommendations

- 1 If you are considering carrying out development on this property, you will need to contact your Local Planning Authority to see if there would be any implications.
- 2 Visit the property to ensure there are no other features which would be of concern.

Important note

Not all of the available datasets will be represented as polygons on the map. For full details of any identified features, please consult the data appendix.

Why we search this

Some additional factors could have an influence over the property or surrounding area. This includes nearby pylons or masts, or environmental designations such as areas of outstanding natural beauty. Whilst environmental designations can be considered a positive, they can affect the ability to carry out any development at the property.



 Flood

ALERT ASSESSMENT

Not Identified 

Summary

We have identified the property to be within an area that is at minimal or no risk of flooding.

Why we search this

1 in 6 properties in the UK are at risk of flooding, and this risk varies in severity. Flood risk can impact your ability to get home insurance at standard terms, and can also impact property value if flooding were to occur. We are alerting you to the presence of flood risk at the property location, and will recommend when we consider further investigations to be prudent.



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Risk		Search radius	Result
	River	On-site	Not Identified
	Coastal	On-site	Not Identified
	Surface Water	On-site	Not Identified
	Groundwater	On-site	Not Identified
	Other	Mixed	Not Identified

Coal mining

POWERED BY
PINPOINTCOAL

ALERT ASSESSMENT

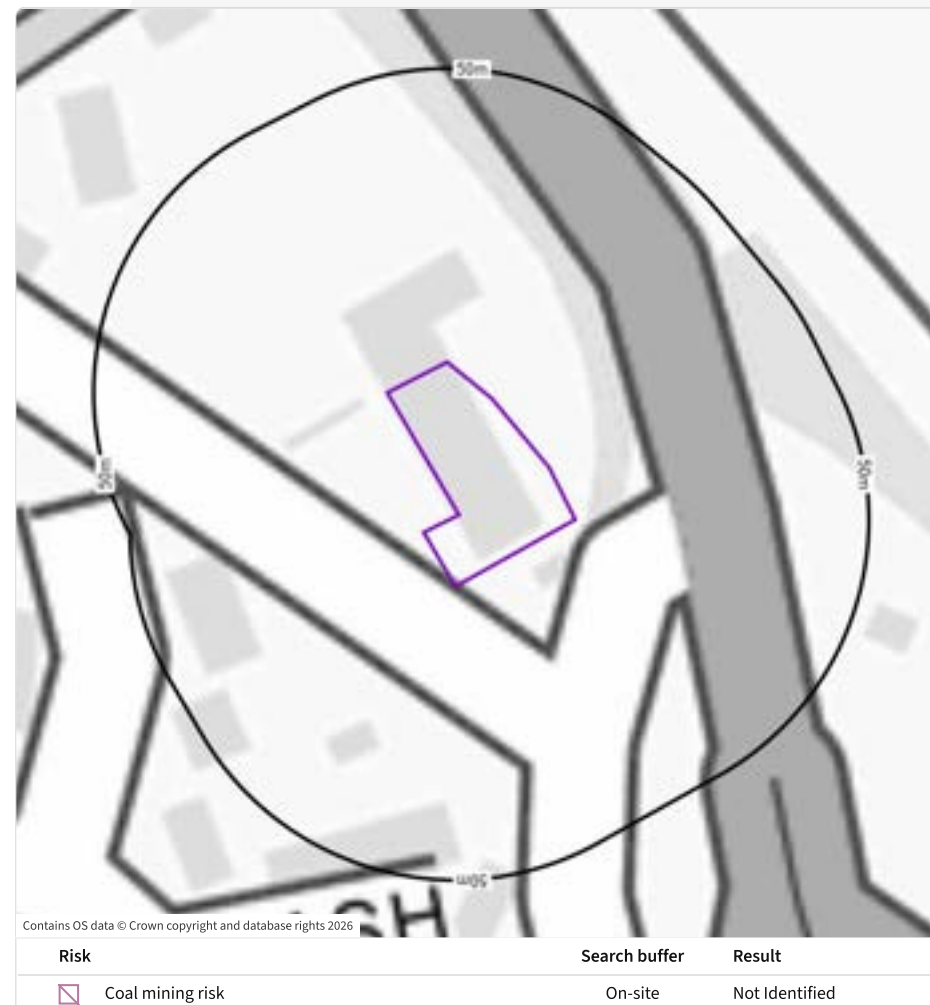
No coal report required ✓

PINPOINT Certification

The property is not in an area subject to material risks from coal mining. No further action is required.

Why we search this

Coal mining and associated ground stability risks are present in certain locations across the UK as a result of past mining activities conducted to satisfy demand for coal as it increased throughout the Industrial Revolution. These mining activities have left a legacy of ground stability and/or subsidence risks.



 Planning Applications

ALERT ASSESSMENT

Identified 

Planning applications

We have identified planning application records at or near the property.

Recommendation

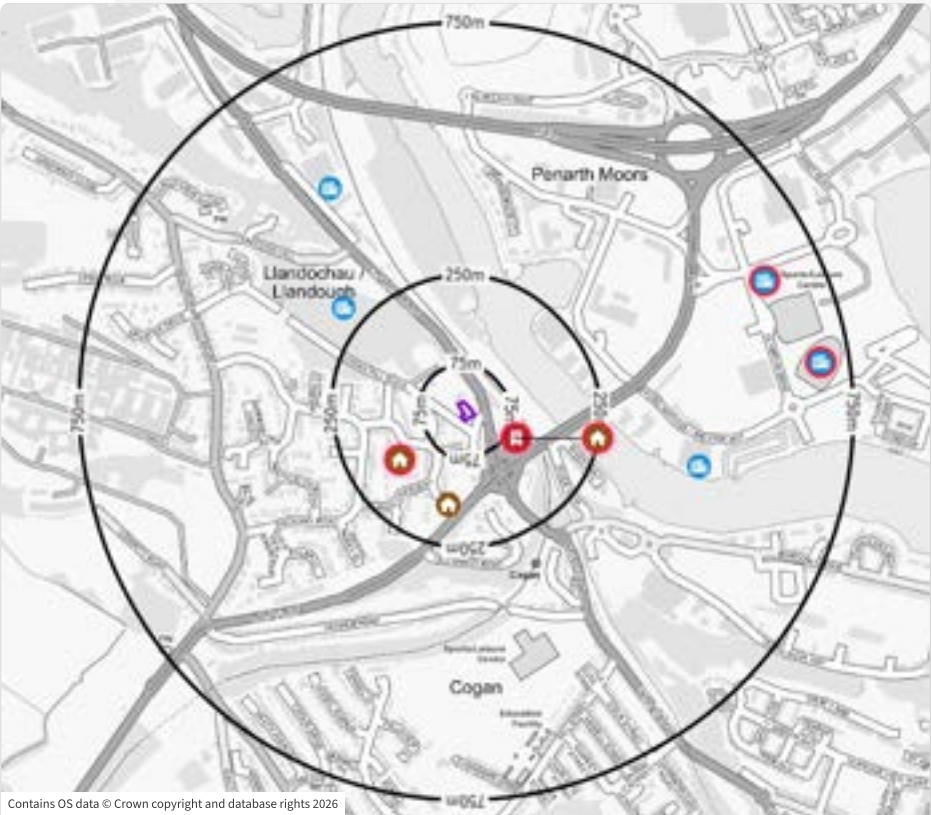
-  For information about each identified planning application, along with a link to the full application on the Local Authority website, please purchase a Landmark Planning report through your usual report provider.

Important note

This report is an overview of the area, and you should further investigate any applications that could affect you or your enjoyment of the property. We do not guarantee that all applications will be shown in this report.

Why we search this

The potential impact of planning applications is subjective. The aim of this report is to flag what types of applications are present in the surrounding area so you can decide whether you need to follow up on the detail and its potential effect on your property.



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Risk	Search radius	Result
 Multiple features present		
 Large	750m	Identified
 Medium	250m	Identified
 Small	250m	Identified
 Unclassified	250m	Not Identified
 Alterations and minor new builds	75m	Not Identified

✈ Energy & Infrastructure

ALERT ASSESSMENT

Identified ⚠

Summary

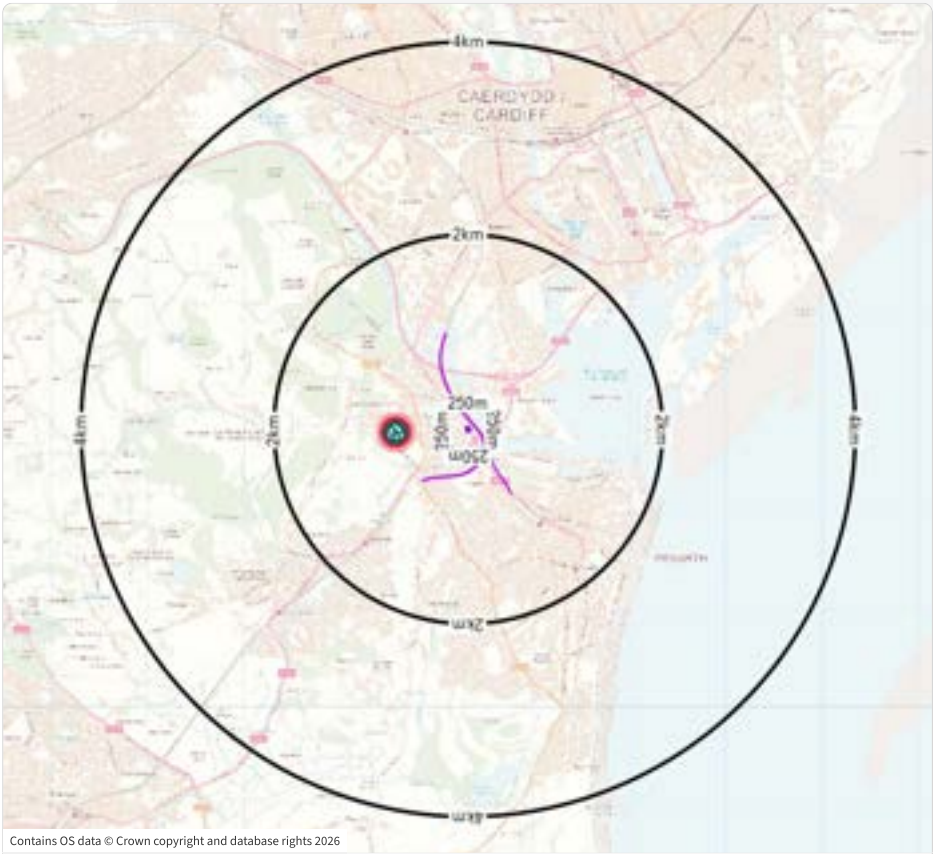
We have identified features in proximity to the property.

Recommendation

- ⚠ For information about each identified project, please purchase a Landmark Energy & Infrastructure report through your usual report provider.

Why we search this

Energy and infrastructure projects have the potential to affect the enjoyment and value of a property. They may result in changes to how a neighbourhood looks or sounds and may also have an impact on property value. Depending on the project, this may be positive or negative.



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Risk	Search radius	Result
⊙ Multiple features present		
☒ ⚠ — Non-Renewable Energy	4km	Not Identified
☒ ⚠ — Renewable Energy	4km	Identified
☒ ⚠ — Above & Below Ground Railways	250m	Identified
☒ ⚠ — HS2 & Crossrail 2	2km	Not Identified

Data appendix

The rest of the report outlines the data used to inform the previous sections. There's no need to read on unless you're after the detail of a particular dataset used to inform our opinion.

We will only show maps and detail where a risk has been identified.

How to use this report	11
Understanding the data	12
Datasets searched	14
Contaminated Land	
Authorised industrial processes	Not identified
Landfill and waste	Not identified
Incidents & Enforcements	Not identified
Current land uses	Not identified
Historical land uses	Not identified
Ground stability	
Man-made hazards	Not identified
Natural factors	16
Mining	Not identified
Brine and Salt	Not identified
Planning constraints	17

How to use your report

The report is designed to satisfy the concerns raised by the Law Society warning card and has been prepared to assist conveyancing professionals who may be advising clients when they sell or buy a property, obtain a mortgage or seek further mortgage advice. It is designed to bring information to their attention and help them decide whether they need to seek any further specialist advice. As the report is so detailed, this information can cause concern, but professional advisors will see that further action is suggested on all issues that have been identified.

How do we examine the risk?

This report is generated based on the boundary selected at the point of order to represent the property. Where the location was provided to us as a point only, the report is based on a 25m radius around this point; any features which are present within this boundary are considered to be 'on-site'.

In this report there are two different ways we can examine each risk. These are indicated on the cover page, and we also highlight the assessment type on each risk summary page.

Professional opinion

This is the highest level of risk assessment. A full assessment is run on the data. If the outcome is above the threshold for that risk, one of our in-house consultants will personally review the outcome. This may lead to the risk outcome being downgraded to a lower level based on our expertise and methodology.

Full assessment

Based on the data that is relevant to your property, we have created an automated opinion and recommendations using our expertise and risk models.

Alert assessment

We identify data within the search area, which may be relevant to the property. If features or potential hazards are found, we would recommend additional reports are obtained to clarify these further.

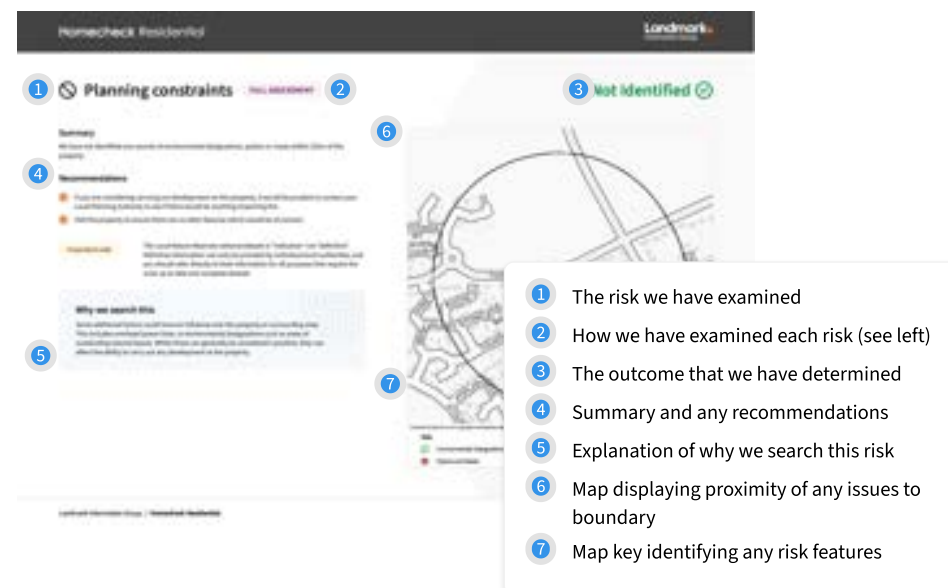
The front page of this report advises the outcome for each section based on one of these categories:

- **Passed:** We do not consider this to be a risk
- **Passed with guidance:** We have identified a risk but do not consider it to be significant. Please review the guidance.
- **Further Action:** We have identified a risk which we recommend you investigate further.
- **Identified:** We have identified a potential hazard risk in this section
- **Not identified:** We have not identified any potential hazards in this section.

Guide to the risk summary pages

Each risk has a dedicated summary page, outlining the risks on a map, with a key. More details of any identified features can then be seen in the Data Appendix of this report.

This report is not designed to be printed. Please store it securely online, and consider the environment before you print.



Understanding the data

Contaminated land

A Professional Opinion in relation to Part 2A of the Environmental Protection Act 1990 is provided. In many cases the report will be passed without referral. However, in some cases, entries that may be of concern are revealed by the search, in which case the report is referred free of charge for more detailed consideration, although this will not include a physical site inspection. After such referral the report may be passed or suggestions made of some further action that could be taken, usually in the form of questions to ask of the appropriate authorities. When responses to these questions are received it is the responsibility of the client and their professional advisors to decide if they are happy to proceed.

Radon

Radon is a natural radioactive gas, which enters buildings from the ground. It is the geological conditions in certain areas that can lead to higher than average volumes (some of the highest radon levels have been found in the southwest, but levels well above average have been found in some other parts of the UK).

Radon has no taste, smell or colour and special devices are needed to measure it. The gas is diluted to harmless levels out in the open but has the potential to build up to higher concentrations indoors. Exposure to high concentrations of Radon gas can pose a health risk and studies have shown that it increases the risk of lung cancer.

This report informs you whether the property is in a radon Affected Area and the percentage of homes that are estimated to be at or above the radon Action Level. This does not necessarily mean there is a radon problem in the property; the only way to find out whether it is above or below the Action Level is to carry out a radon measurement in an existing property.

If you are buying a currently occupied property in a Radon Affected Area, you should ask the present owner whether radon levels have been measured in the property. If they have, ask whether the results were above the Radon Action Level and if so, whether remedial measures were installed, radon levels were re-tested, and the results of re-testing confirmed the effectiveness of the measures.

Planning: Applications

This report includes an alert for nearby planning applications. To do this, we check each project or development against your property boundary. If we find something on-site or nearby, we will display 'Identified' on the front page. If we don't find anything, we will display 'Not identified'. We will only describe issues relevant to the property in this report.

Where possible, we will represent larger planning applications as a polygon. Our ability to do this is limited by: the presence or absence of the planning application having been made available online; the availability/accessibility of the plan on the Local Authority website; and Landmark's ability at a point in time

to capture the record. Small applications will be represented by a point, although a limited number may be presented as a polygon.

We have considered planning applications captured by Barbour ABI Ltd within the last 7 years to inform you of current or future developments that could influence your enjoyment and use of the property. We use different search buffers based on the size of the potential development project.

Development in the UK is controlled by the government's planning legislation, which is regulated and enforced by your local authority planning department. Once a planning application request has been submitted and published, it can take up to 6 weeks for us to receive and use in our reports.

Applications are often submitted with imprecise or incomplete address details and because of this the locations we use may not always represent a development site's full extent. We endeavour to position applications in the most appropriate location we can, using the address details available to us. If nearby development is likely to significantly influence your choice to purchase the property, we would recommend you use this report as a starting point for more extensive investigations.

This report does not include a data section for Planning applications. Should any applications have been identified, please purchase the Landmark Planning report through your usual reseller.

Ground stability

This section provides information on a range of ground stability issues; either naturally occurring or arising from previous mining activity. Ground stability is important, as subsidence, landslide and sink holes can all cause damage to properties.

We search a number of different sources of information to identify areas of past mining. Old mine shafts and tunnels can collapse and damage properties above them. Disturbed ground and spoil tips can also be prone to settlement which could cause structural damage to buildings. We also identify areas of historical salt and brine extractions. This type of mining leaves large cavities in the ground which could collapse and cause problems for properties built in the area.

We use historical mapping to identify areas formerly used for landfill and areas of other infilling such as ponds, drains and small pits. Infilled land can be susceptible to settling so any houses that have been built on these areas could experience ground stability problems and subsidence resulting in damage to your property.

We also consider areas of land that could be prone to ground instability and subsidence as a result of the natural underlying geology. Examples include areas of the UK at a higher risk of landslides or where sink holes could occur.

Coal mining

Understanding the data

We use data from PinPoint to assess if you are in an area affected by Coal Mining activity. If you are assessed as being at risk, we include full details regarding that risk. Conversely, if you are assessed as not being at risk, you are provided with certification informing you of that outcome.

Energy and Infrastructure

This report includes an alert for nearby Energy and Infrastructure projects. To do this, we check each project or development against your property boundary. If we find something on-site or nearby, we will display 'Identified' on the front page. If we don't find anything, we will display 'Not identified'. We will only describe issues relevant to the property in this report.

This report does not include a data section for Energy and Infrastructure. Should any features have been identified, please purchase the Sitesolutions Energy and Infrastructure report through your usual reseller

Above and below ground railways

The above and below ground railways section provides details on existing railways. This includes data supplied by Crossrail for the route and stations; Railway lines (including underground, overground, national rail and tram lines) sourced from OpenStreetMap; and Stations and stops (including Metro, Tram, Underground, Preserved and Inactive stations sourced from Department of Transport's NaPTAN API and Ordnance Survey OpenMap Local product for the United Kingdom.

This data includes records of historic railways. As such, it is possible that the railways identified are no longer present.

HS2 and Crossrail 2

The High Speed 2 (HS2) and Crossrail2 section of the report provides details on the proposed route, stations and safeguarding areas for each of the projects, based on Consultation documents and data provided by the Department for Transport.

In October 2023, the HS2 project was scaled back by the Government; discussions continue the appropriate next steps, and as such the data provided may not reflect the most recent changes. Full details about the Phase 2 cancellation can be found here: <https://www.hs2.org.uk/>

Planning constraints

Overhead Transmission Lines are extracted from Ordnance Survey Landline data in MasterMap and only show significant lines; if the pylons and lines are not shown on the mapping then they will not be reported.

We also show the location of any Environmental Constraints that are from datasets recognised as being relevant to Part 2A of the Environmental Protection Act 1990.

Datasets searched

Contaminated land

Authorised Industrial Processes

Local Authority Pollution Prevention and Controls
Planning Hazardous Substance Consents
Control of Major Accident Hazards Sites (COMAH)
Notification of Installations Handling Hazardous Substances (NIHHS)
Explosive Sites

Landfill and Waste Sites

Registered Waste Treatment or Disposal Sites
Registered Waste Transfer Sites
BGS Recorded Landfill Sites
Registered Landfill Sites
Licensed Waste Management Facilities (Landfill Boundaries)
Local Authority Recorded Landfill Sites
Historical Landfill Sites
Licensed Waste Management Facilities (Locations)

Incidents and Enforcements

Enforcement and Prohibition Notices
Prosecutions Relating to Authorised Processes
Planning Hazardous Substance Enforcements
Prosecutions Relating to Controlled Waters
Local Authority Pollution Prevention and Control Enforcements
Prosecutions (Post 2000)
Contaminated Land Register Entries and Notices
Substantiated Pollution Incident Register

Historical Land Use

Potentially Contaminative Industrial Uses (Past Land Use)
Potentially Infilled Land (Non-Water)

Potentially Infilled Land (Water)
Historical Tanks And Energy Facilities

Current Land Use

Contemporary Trade Directory Entries
Fuel Station Entries

Miscellaneous

Landmark Risk Assessed Land Register
Water Abstractions
Source Protection Zones Locations
BGS Bedrock Aquifer Designations
BGS Superficial Aquifer Designations
VMD Water Features
OS MasterMap Water Network

Flood

River Flooding

Flood Zones 2 and 3 - Rivers
Flood Risk Assessment Wales - Rivers

Coastal Flooding

Flood Zones 2 and 3 - Sea
Flood Risk Assessment Wales - Sea

Surface Water Flooding

JBA Pluvial 75 Depths
JBA Pluvial 200 Depths
JBA Pluvial 1000 Depths

Groundwater Flooding

Groundwater Flood Risk 5m
JBA Pluvial 75 Depths

Flood Zones 2 and 3 - Rivers
Flood Zones 2 and 3 - Sea

Other

Flood Water Storage Areas
Historic Flood Events
VMD Water Features
OS MasterMap Water Network
OS Terrain 5 DTM

Radon

Radon

Radon Potential

Planning Applications

Planning Applications

Post 1997 Planning Applications

Ground stability

Natural hazards

Potential for Landslide Ground Stability Hazards
Potential for Ground Dissolution Stability Hazards
Potential for Compressible Ground Stability Hazards
Potential for Shrinking or Swelling Clay Ground Stability Hazards
Potential for Running Sand Ground Stability Hazards
Potential for Collapsible Ground Stability Hazards
Natural Cavities

Man-made hazards

BGS Recorded Landfill Sites

Datasets searched

Potentially Contaminative Industrial Uses (Past Land Use)
Former Marshes
Potentially Infilled Land (Non-Water)
Potentially Infilled Land (Water)
Registered Landfill Sites
Licensed Waste Management Facilities (Landfill Boundaries)
Local Authority Recorded Landfill Sites
Historical Landfill Sites

Brine and salt

CBSCB Compensation District
Brine Pumping Related Features
Salt Mining Related Features
Brine Subsidence Solution Area

Mining

BGS Recorded Mineral Sites
Potentially Contaminative Industrial Uses (Past Land Use)
Non-Coal Mining Areas of Great Britain
Mining Instability
Potentially Contaminative Land Uses from large scale historical mapping
Potential Mining Areas
Man-Made Mining Cavities

Coal mining

Pinpoint Coal Screening

Energy & infrastructure

Renewable energy

Wind Farms
Wind Turbines
Renewable Energy Planning Database

Non-renewable energy

Licensed Areas for Onshore Energy Exploration and Production
Licensed Wells for Energy Exploration
Offered Blocks for Onshore Energy Exploration and Production
Southampton to London Pipeline Development

Above and below ground railways

Crossrail - Stations
Crossrail - Track
Railed Transport - Tracks
Railed Transport - Stations and Stops

HS2 and Crossrail2

HS2 - Track
HS2 - Stations
HS2 - Safeguarding Limits
HS2 - Payment Zones
Crossrail 2 - Track
Crossrail 2 - Stations
Crossrail 2 - Safeguarding Limits

Miscellaneous

Local Authority Boundaries

Planning Constraints

Planning Constraints

Pylon or Mast
Areas of Outstanding Natural Beauty

National Nature Reserves
Local Nature Reserves
Marine Nature Reserves
Sites of Special Scientific Interest
Forest Parks
National Parks
Areas of Unadopted Green Belt
Ramsar Sites
Special Areas of Conservation
Special Protection Areas
Areas of Adopted Green Belt
Environmentally Sensitive Areas
Listed Buildings
World Heritage Sites
Scheduled Monuments
Ancient Woodland
Country Parks
Nature Improvement Areas

Ground stability: Natural factors

[← Back to summary](#)



Natural factors			
Id	Details	Distance	Contact
Potential for landslide ground stability hazards			
7	Classification: Moderate Potential for Landslide	22m NE	2
9	Classification: Moderate Potential for Landslide	178m S	2
Potential for compressible ground stability hazards			
8	Classification: Moderate Potential for Compressibility	110m NE	2
Potential for running sand ground stability hazards			
8	Classification: Moderate Potential for Running Sand	110m NE	2

Planning constraints

[← Back to summary](#)



We have identified records of environmental designations at the property. We have not identified any records of pylons or masts within 250m of the property.

Heritage sites, monuments and listed buildings			
Listed building			
Id			
Details			
Distance			
Contact			
11	Site type: Listed Buildings Name: Barons Court Ph Reference: 15765 Location: On The W Bank Of The Ely River And Its Late C20 Road Bridge, Adjacent To The Roundabout Linking The A4055 Barry Road And A4160 Penarth Road. Location Accuracy: Positioned by the supplier	97m SE	2

Appendices

Report limitations	<u>19</u>
Useful information	<u>20</u>
Useful contacts	<u>24</u>
Important consumer protection information	<u>26</u>
Terms and conditions and copyright statement	<u>27</u>



Report limitations

This report has been prepared on the understanding that it is to be used for an individual residential property transaction and should not be used or relied upon in a commercial property transaction, or if development is planned at the property. The report is a desktop review of information provided by the client and from selected private and public databases. It does not include a site investigation, nor are specific information requests made of the regulatory authorities for any relevant information. Therefore, Landmark cannot guarantee that all issues of concern will be identified by this report, or that the data and information supplied to it by third parties is accurate and complete. We do not accept responsibility for inaccurate data provided by external data providers.

The methodology for the contaminated land risk assessment and the conclusions drawn therefrom are the responsibility of Landmark Information Group Ltd.

While every effort is made to ensure accuracy, Landmark cannot guarantee the accuracy or completeness of any information or data. We do not accept responsibility for inaccurate data provided by external data providers.

Useful information

Contaminated land

Landfill and Waste

At present no complete national data set exists for landfill site boundaries, therefore, a point grid reference, provided by the data supplier, is used for some landfill sites. In certain cases the point grid references supplied provide only an approximate position, and can vary from the site entrance to the centre of the site. Where the exact position of the site is unclear for Registered Landfill data, Landmark construct either a 100 metre or 250 metre 'buffer' around the point to warn of the possible presence of landfill. The size of this 'buffer' relates to the positional accuracy that can be attributed to the site. The 'buffer' is shown on the map as a red hatched area. For further information regarding landfill sites identified in the report, please contact the relevant agency or authority referenced in the Useful Contacts section.

The British Geological Survey (BGS) hold records of over 3,000 landfill sites that accepted waste prior to the Control of Pollution Act (COPA) 1974. These were not subject to any strict regulation or monitoring.

Permitted Waste Sites and Environmental Permitting Regulations - Waste cover current or recently current consents issued for landfill sites, waste transfer, treatment or disposal sites by the relevant agency, under Section 64 of the Environmental Protection Act 1990 (Part 2) and prescribed by regulation 10 of SI No. 1056 of the Waste Management Licensing Regulations 1994.

Authorised Industrial Processes

Identified discharge consents could be for storm water discharges, soakaways or septic tanks. If a radioactive substance licence has been identified the consent band will be given under enquiries and replies. Consents fall into one of four bands: Band 1 and 2 Nuclear licenced sites authorised by the Nuclear Installations Inspectorate e.g. nuclear power stations Band 3 Site registered/authorised to accumulate and dispose of radioactive materials, only non-nuclear operations are carried out on site e.g. hospitals Band 4 Sites registered to keep and use radioactive material e.g. laboratories, universities, commercial premises using appliances such as monitoring equipment, alarm systems, tritium lighting etc.

Data supplied for Explosive Sites, Control of Major Accident Hazards Sites (COMAH) and Notification of Installations Handling Hazardous Substances (NIHHS) contains public sector information published by the Health and Safety Executive and licenced under the Open Government Licence.

Historical Land Uses

This data relates to categories of potentially contaminative land uses that have been identified by the analysis of selected Ordnance Survey historical mapping. The published date (range of dates) of the map (s) and the distance from the centre of search to the nearest point of the feature is given.

Further details of the extent of the site or its activities are not available. Should you wish to examine the Ordnance Survey maps these are normally available for public inspection at the local archive or local major

library.

Potentially infilled land has been identified when a 'cavity' (a hole made by an extractive industry or natural occurrence e.g. pond) was indicated on a historic map but there was no evidence of its existence in the last available map for the area. No details of what may have been used to fill the cavity or exactly when or if it was filled are available from the mapping.

The point locations of historical tanks and energy facilities are identified from the text on Ordnance Survey 1:1250 and 1:2500 scale mapping published between 1943 and 1996, based upon a predetermined list of abbreviations, e.g. El Sub (Electricity Sub-station) and F Stn (Filling Station). The position of the point has been located at the centre of the identified text so that it would be within approximately 30 meters of the feature it was describing. The features themselves are related to energy and petroleum storage and cover the following: tanks, petrol storage, potential tanks (at depots etc.), electricity sub stations and related features, gas and gas monitoring related features, oil related features and miscellaneous power features. NB: It should be noted that the Ordnance Survey abbreviation for tank (tk) is the same as that for tracks. Therefore some of the captured text may relate to tracks and not tanks when the exact nature of the feature is not clear from the mapping.

Flood

River

River flooding, also known as 'fluvial flooding', occurs when rivers and streams are unable to carry away floodwaters within their usual drainage channels. It can cause widespread and extensive damage because of the sheer volume of water.

Coastal

Coastal flooding results from a combination of high tides, low lying land and sometimes stormy conditions. It can cause widespread and extensive damage because of the sheer volume of water.

Surface

Surface water flooding, also known as 'pluvial' flooding, is common during prolonged or exceptionally heavy downpours, when rainwater does not drain away into the normal drainage systems or soak away into the ground.

Groundwater

Groundwater flooding generally occurs during long and intense rainfall when underground water levels rise above surface level. Groundwater flooding may last for weeks or several months.

Useful information

Other

We analyse proximity to and elevation above historical flood records to better understand the risk of flooding. The flood risk from smaller watercourses is not always modelled, so we include proximity to nearby watercourses in our overall analysis.

It is important to understand that flooding can happen anywhere, even if you don't live near to a watercourse or the sea. Insurance may be expensive or difficult to obtain if your home is at risk, so it is vital to understand the risk of flooding of your home before purchasing a property. Understanding flood risk is based on the likelihood of a flood event and the potential impact.

Flooding can usually be managed by the installation of flood protection measures, either on or within the building or across the property. Flood protection measures can be divided into two categories; flood resistance and flood resilience.

Radon

Due to the nature of way the information is gathered, your property/site may have more than one probability of radon attributed to it. We report the worst case scenario on the property/site you have provided. This information is an estimate of the probability that a property /site in Great Britain is at or above the 'Action Level' for radon (the level at which Public Health England recommends that radon levels should be reduced, those with an average of 200 Bq m⁻³ or more). This information satisfies CON29 Standard Enquiry of Local Authority; 3.13 Radon Gas: Location of the Property in a Radon Affected Area and can also be used to advise house buyers and sellers in Scotland. Where the property/site is a new build, this information provides information on the level of protection required for new buildings under BR211 (Scivyer, 2007) Radon: Guidance on protective measures for new buildings and BR376 (BRE, 1999) Radon: Guidance on protective measures for new dwellings in Scotland.

Public Health England advises that radon gas should be measured in all properties within radon Affected Areas and that homes with radon levels above the Action Level (200 Bq m⁻³) should be remediated, and when achievable to below the Target Level of 100 Bq m⁻³. Householders with levels between the Target Level and Action Level should seriously consider reducing their radon level, especially if they are at greater risk, such as if they are current or ex smokers. Whether or not a home is in fact above or below the Action Level or Target Level can only be established by having the building tested. Public Health England provides a radon testing service which can be accessed at www.ukradon.org.

Indoor radon levels can usually be substantially reduced at a low cost comparable to many home improvements, such as replacing carpets. Details of methods of reducing radon levels are given on the Building Research Establishment Website: <http://www.bre.co.uk/radon>.

Flood protection measures

Flooding can usually be managed by the installation of flood protection measures, either on or within the building or across the property. Flood protection measures can be divided into two categories; flood resistance and flood resilience.

Flood resistance measures: physical barriers designed to keep water out of your house, such as flood doors, air brick covers and non-return valves. Temporary flood resistance products are those that need deploying (fitting or activating) prior to flooding arriving, whereas permanent flood resistance products do not need activating.

Flood Resilience measures: these reduce flood damage in situations where water is allowed to enter, such as raising electrical sockets, the use of resilient plaster.

The flood source, likely depths and property design and age will inform the best choice of permanent resistance, temporary resistance or resilience. Other factors will play a part in the decision making process, such as cost, visual impact, ease of deployment and product performance. The best answer for your home will most likely involve a combination of products.

Please refer to the Know Your Flood Risk website for further information and suppliers of protection and resilience measures: www.knowyourfloodrisk.co.uk/flood-advice-guidance

Preparation for a flood event

Flood Action Plan

Preparing a Flood Action Plan will help ensure the safety of everyone, minimise the disruption that you may suffer and reduce damage to important items. The flood plan should comprise of a simple check list for you to follow should a flood event be expected. You can create your own personal Flood Action Plan by visiting the Environment Agency website at www.gov.uk/prepare-for-flooding/future-flooding. Alternatively, visit your Local Authority's website.

A Flood Action Plan should include:

- Contact numbers for utility providers (gas, electricity, water), insurance providers, local authority, and other important contacts (family, friends, etc.)
- A list of important items that you can move upstairs or to a safe place before an event (pets, cars, electrical equipment, heirlooms, furniture)
- Where the utility shut-off points are and how to operate them
- What Property Level Protection measures to install and where
- Where the emergency flood kit is and what it should comprise of
- Practical advice on appropriate actions to take during a flood (store as much drinkable water as possible, block sinks and toilets, tune into your local radio station for updates)

Useful information

- Practical advice on appropriate actions to take after a flood has occurred (take photos and videos of damage, contact insurance providers, contact utilities to check that central heating, water, and electrics are working properly)

Flood Action Groups

As well as protecting your property and preparing yourself for a flood, as a local community you can set up a flood action group. Flood action groups across England and Wales are proving to be very successful ways in raising awareness and engaging communities in responding to flood risk. This is done through engagement, increasing resource, applying for grant schemes and working in partnership with relevant Agencies and Authorities. The advice, support and assistance provided by Agencies and Authorities can be helped by local knowledge to better help reduce or mitigate flood risk. For guidance on how to create a flood action group in your community please visit the National Flood Forum's website at www.nationalfloodforum.org.uk/flood-risk-community-groups/how-to-form-a-flood-action-group.

Flood Re

At the start of April 2016 the flood insurance market changed. Flood RE opened for business, allowing many flood risk prone residential properties access to affordable flood insurance. All other properties (including most leasehold homes and all commercial property) are exposed to a fully risk-based flood insurance market, perhaps for the first time.

It is therefore important to understand in advance of exchanging contracts whether that property has a flood risk, which is likely to make insurance more expensive, or even impossible to obtain.

Such insurance implications may make getting a mortgage more difficult, which may jeopardise the proposed transaction. Alternatively, the cost implications of dealing with the potential flooding may lead to the property price being discounted.

So what is Flood RE?

Flood RE is a scheme developed by the insurance industry with the approval of Government. It is an independent organisation and is neither run by nor funded by Government (though it does report to Parliament on the way the scheme is working). The Flood RE scheme is designed to ensure that affordable flood cover remains available to most residential homes for a 25 year period and to soften the transition to fully risk-reflective pricing.

Flood RE also hopes to encourage competition between insurers to offer better terms for flood insurance. Insurers who write flood risk business in the UK must be members of Flood RE. They can then choose whether or not to cede to Flood RE the flood part of home insurance policies (buildings or contents) bought by their customers. Each insurer is free to set the benchmarks at which it will offer flood insurance itself, or

cede the business to Flood RE, or perhaps refuse to offer flood cover at all. So there will be variations in the level of flood risk to the property which will result in Flood RE's involvement. Flood RE offers the insurer who cedes the business both capped premiums (set by reference to the property Council Tax band) and capped excess for the cover. Both will rise over the lifetime of the scheme, with the capped premiums rising in line with CPI. Flood RE will deal only with the insurer, not with the insured. See www.floodre.co.uk

Energy & Infrastructure

Non-renewable energy

Onshore oil and gas exploration and production licences relate to areas of land (blocks). The Oil and Gas Authority (OGA) grants the licences to operators. They must show technical and environmental competence and have access to funding. The government does not directly grant access rights. Planning permission must be sought from the Local Authority. Environmental permits must also be sought from the Environment Agency, Scottish Environment Protection Agency, or Natural Resources Wales.

As well as the areas currently licenced for oil and gas exploration, we will also show the 159 new licences that were offered under the 14th Onshore Oil and Gas Licensing Round to successful applicants.

Before any drilling activities can begin, the operator must first get planning permission. Contact your Local Planning Authority to get details of any current planning applications near to your property.

Fracking (Hydraulic Fracturing)

Fracking is just one technical part of the process needed for the development and operation of a shale gas facility. This includes exploration, production and abandonment. Each stage of the shale gas development process presents a distinct set of risks. These include contamination risk to groundwater and surface water, seismic risks, and amenity risks (for example, from increased traffic movements). The nature of risk depends upon both the impact should an event occur and the likelihood of it occurring. Some guidance has been produced in relation to shale gas by UK Government and environmental regulators. It is likely that significantly more will follow before commercial shale gas operations begin at any significant scale.

The fracking process involves injecting water and various other additives into the ground. Some negative media coverage of the process has occurred in the UK and USA. The differences in regulatory regime and geological conditions mean that direct comparison of the UK with the USA is not strictly applicable. A number of reports have been produced by proponents and opponents of the technology in the UK and Europe, with a small number of expert technical reports leading government and regulatory policy towards shale gas development in the UK. However, regulatory advice is currently limited.

There is general consensus that risks to property from fracking are low. The exact nature of risk depends upon site specific considerations.

Useful information

Renewable energy

Planning has a key role in providing renewable and low carbon energy facilities, where the local environmental impact is acceptable. Protection of local amenity is an important consideration which planning authorities consider when making their decisions.

No formal government compensation schemes currently exist for property owners located close to wind or solar farms.

The wind and solar energy industries are increasingly trying to work more closely with the government, councils, local communities and wider interest groups, to ensure that benefits associated with wind energy developments are felt by those who live locally. RenewableUK developed the Community Benefits Protocol in 2011 to ensure that the wind power industry delivers on these benefits. As part of the Protocol, developers commit to provide a minimum of £1000 per MW of installed capacity, or equivalent benefits, directly to host communities. Further information can be obtained from RenewableUK (<https://www.renewableuk.com/>).

Wind energy

Wind farms do not usually pose a risk to the surrounding environment. But due to the large areas they cover and the height of the turbines they can cause problems. These include visual impacts and those from noise/vibrations produced by the turbines. Ecological impacts can also be present although these tend not to be so relevant to property.

The biggest issue relates to the visual impact of a wind farm. The resulting changes of the visual landscape can be significant. This is particularly a problem in protected rural areas.

The wind is the UK's largest source of renewable energy generation. There are over 400 wind farms and around 4000 wind turbines in the UK. With many projects due to be developed these figures will continue to grow.

RenewableUK (<https://www.renewableuk.com/>) holds records of wind projects in the UK Wind Energy Database.

Solar energy

The main environmental impact of a solar farm is visual impact. Solar farms can cover large areas of land, but the structures within them are rarely higher than 2m above ground level. Visual impact can be reduced if planned and screened sensitively. A solar farm does not generate noise and is quick to construct (often only 1-2 months). There is very little maintenance traffic once construction completes.

Panels may be freestanding or attached to a building with a large surface area such as a warehouse roof. They are a form of renewable and low carbon energy production. They could help provide the UK with a secure energy supply and reduce greenhouse gas emissions.

Other renewable energy

As well as wind and solar power there are a variety of other renewable power sources in the UK. Details of the other types of renewable energy are:

- **Small / Large Hydroelectric**- Power stations that produce electricity using the gravitational force of falling or flowing water. Small hydro projects are those that produce 10 megawatts or less.
- **Shoreline Wave**- Electricity generation using sea surface waves
- **Tidal Barrage / Stream**- this is a form of hydroelectric power station that converts the energy of tides into electricity
- **Biomass** - Energy is created by burning biological material such as wood and certain types of Plants.
- **Co-firing**- A co-firing power plant burns biomass together with fossil fuels.
- **Anaerobic / Sewage Digestion**- The process produces a biogas, consisting partly of methane. This biogas can be used directly as fuel to generate electricity.
- **Hot Dry Rocks**- This is a type of geothermal power plant which uses heat produced naturally in the ground to create electricity.
- **Landfill Gas**- Burning of landfill gases to produce power
- **Energy From Waste (EfW) Incineration**- EfW is a form of energy recovery. Most EfW processes produce electricity and/or heat directly through burning.
- **Advanced Conversion Technology**- A process that produces gas by burning waste at extremely high temperatures. This achieves 100% degradation of the waste to "white ash". The gas produced is burnt for electricity generation and thermal energy distribution and utilisation.

Useful contacts

If after reading the details in this report regarding the sites identified, you still require further information, please contact the relevant agency or authority indicated in the Useful Contacts section quoting the corresponding reference given in the text of the report.

The contacts in the Useful Contacts section may be able to provide further information relating to items identified in the report, however they are not in a position to advise how these might affect the value of a property. The findings of the report should be discussed with your professional advisor.

1 Ordnance Survey

Adanac Drive
Southampton
SO16 0AS

 www.ordnancesurvey.co.uk
 customerservices@ordnancesurvey.co.uk
 03456 05 05 05

2 Landmark Information Group Limited

Landmark Information Group
Imperium
Imperial Way
Reading
RG2 0TD

 www.landmark.co.uk
 helpdesk@landmark.co.uk
 0330 036 6619

3 Natural Resources Wales

Ty Cambria
29 Newport Road
Cardiff
CF24 0TP

 enquiries@naturalresourceswales.gov.uk
 0300 065 3000

4 British Geological Survey, Enquiry Service

British Geological Survey
Environmental Science Centre
Keyworth
Nottingham
NG12 5GG

 www.bgs.ac.uk
 enquiries@bgs.ac.uk
 0115 936 3143

5 PinPoint Information Ltd

Riverbank House
1 Putney Bridge Approach
London
SW6 3JD

 www.pinpointinformation.co.uk

6 Vale Of Glamorgan County Borough Council

Civic Offices
Holton Road
Barry
CF63 4RU

 www.valeofglamorgan.gov.uk
 01446 700111

7 Cardiff Council

County Hall
Atlantic Wharf
Cardiff
CF1 5UW

 www.cardiff.gov.uk
 029 2087 2000

Useful contacts

8 South Glamorgan County Council

(Council No Longer Exists)
No Address Details

Important consumer protection information



This search has been produced by:

Landmark Information Group Limited

Imperium
Imperial Way
Berkshire
RG2 0TD

✉ helpdesk@landmark.co.uk

☎ 0330 036 6619

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TPOs

The Property Ombudsman scheme
Milford House
43-55 Milford Street
Salisbury
Wiltshire SP1 2BP

🌐 www.tpos.co.uk

✉ admin@tpos.co.uk

☎ 01722 333306

Complaints procedure

If you want to make a complaint to Landmark, we will:

- Acknowledge it within 5 working days of receipt.
- Normally deal with it fully and provide a final response, in writing, within 20 working days of receipt.
- Keep you informed by letter, telephone or e-mail, as you prefer, if we need more time.
- Provide a final response, in writing, at the latest within 40 working days of receipt.
- Liaise, at your request, with anyone acting formally on your behalf.

Complaints should be sent to:

Customer Services Manager

Landmark Information
Imperium
Imperial Way
Reading
RG2 0TD

✉ helpdesk@landmark.co.uk

☎ 0330 036 6619

If you are not satisfied with our final response, or if we exceed the response timescales, you may refer the complaint to The Property Ombudsman. We will co-operate fully with the Ombudsman during an investigation and comply with his final decision

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Landmark Standard Terms and Conditions

Landmark Standard Terms and Conditions can be found here: https://www.landmark.co.uk/wp-content/uploads/2022/07/landmark_terms_and_conditions_299431_8.0_content.pdf. Should you experience difficulties, please call our Customer Service Team on 0330 036 6619.

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The brine subsidence data relating to the Droitwich area as provided in this report is derived from JPB studies and physical monitoring undertaken annually over more than 35 years. For more detailed interpretation contact enquiries@jpb.co.uk. JPB retain the copyright and intellectual rights to this data and accept no liability for any loss or damage, including in direct or consequential loss, arising from the use of this data.

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Energy performance certificate (EPC)

Flat 13
Cogan Court
Cogan Pill Road
PENARTH
CF64 2NF

Energy rating

C

Valid until: 27 February 2034

Certificate number: 2834-3322-7300-0844-5226

Property type

Top-floor flat

Total floor area

53 square metres

Rules on letting this property

Properties can be let if they have an energy rating from A to E.

You can read [guidance for landlords on the regulations and exemptions \(https://www.gov.uk/guidance/domestic-private-rented-property-minimum-energy-efficiency-standard-landlord-guidance\)](https://www.gov.uk/guidance/domestic-private-rented-property-minimum-energy-efficiency-standard-landlord-guidance).

Energy rating and score

This property's energy rating is C. It has the potential to be C.

[See how to improve this property's energy efficiency.](#)

The graph shows this property's current and potential energy rating.

Properties get a rating from A (best) to G (worst) and a score. The better the rating and score, the lower your energy bills are likely to be.

For properties in England and Wales:

the average energy rating is D
the average energy score is 60

Score	Energy rating	Current	Potential
92+	A		
81-91	B		
69-80	C	70 C	79 C
55-68	D		
39-54	E		
21-38	F		
1-20	G		

Breakdown of property's energy performance

Features in this property

Features get a rating from very good to very poor, based on how energy efficient they are. Ratings are not based on how well features work or their condition.

Assumed ratings are based on the property's age and type. They are used for features the assessor could not inspect.

Feature	Description	Rating
Wall	Cavity wall, filled cavity	Good
Wall	Solid brick, as built, insulated (assumed)	Good
Roof	Flat, insulated (assumed)	Average
Window	Fully double glazed	Average
Main heating	Electric storage heaters	Average
Main heating control	Manual charge control	Poor
Hot water	Electric immersion, off-peak	Very poor
Lighting	Low energy lighting in all fixed outlets	Very good
Floor	(another dwelling below)	N/A
Secondary heating	Portable electric heaters (assumed)	N/A

Primary energy use

The primary energy use for this property per year is 290 kilowatt hours per square metre (kWh/m²).

How this affects your energy bills

An average household would need to spend **£1,126 per year on heating, hot water and lighting** in this property. These costs usually make up the majority of your energy bills.

You could **save £352 per year** if you complete the suggested steps for improving this property's energy rating.

This is **based on average costs in 2024** when this EPC was created. People living at the property may use different amounts of energy for heating, hot water and lighting.

Heating this property

Estimated energy needed in this property is:

- 3,015 kWh per year for heating
 - 1,712 kWh per year for hot water
-

Impact on the environment

This property's environmental impact rating is D. It has the potential to be D.

Properties get a rating from A (best) to G (worst) on how much carbon dioxide (CO₂) they produce each year.

Carbon emissions

An average household produces 6 tonnes of CO₂

This property produces 2.6 tonnes of CO₂

This property's potential production 2.4 tonnes of CO₂

You could improve this property's CO₂ emissions by making the suggested changes. This will help to protect the environment.

These ratings are based on assumptions about average occupancy and energy use. People living at the property may use different amounts of energy.

Steps you could take to save energy

Step	Typical installation cost	Typical yearly saving
1. High heat retention storage heaters	£800 - £1,200	£352

Advice on making energy saving improvements

[Get detailed recommendations and cost estimates \(www.gov.uk/improve-energy-efficiency\)](http://www.gov.uk/improve-energy-efficiency)

[Speak to an advisor from Nest \(www.gov.wales/get-help-energy-efficiency-your-home-nest\)](http://www.gov.wales/get-help-energy-efficiency-your-home-nest)

Help paying for energy saving improvements

You may be eligible for help with the cost of improvements:

- Heat pumps and biomass boilers: [Boiler Upgrade Scheme \(www.gov.uk/apply-boiler-upgrade-scheme\)](http://www.gov.uk/apply-boiler-upgrade-scheme)
-

Who to contact about this certificate

Contacting the assessor

If you're unhappy about your property's energy assessment or certificate, you can complain to the assessor who created it.

Assessor's name	Benjamin Edwards
Telephone	07508 433 394
Email	baje1@live.co.uk

Contacting the accreditation scheme

If you're still unhappy after contacting the assessor, you should contact the assessor's accreditation scheme.

Accreditation scheme	Elmhurst Energy Systems Ltd
Assessor's ID	EES/028911
Telephone	01455 883 250
Email	enquiries@elmhurstenergy.co.uk

About this assessment

Assessor's declaration	No related party
Date of assessment	24 February 2024
Date of certificate	28 February 2024
Type of assessment	RdSAP
