Special Conditions of Sale by Auction

1. **Seller** [redacted]

   Sellers Solicitor Howells Solicitors, Fitzalan House, Fitzalan Court, Fitzalan Road, Cardiff, CF24 0EL Ref: 1[redacted]

2. **Description of property**

   All that leasehold property known as Flat 12 Shire Hall Pentonville Newport and Parking Spaces 12 and 13 NP20 5HB registered title number CYM617929.

3. The property is sold subject to all matters capable of registration whether registered or not before the date of the auction, all notices served and orders, grants, proposals or requirements made by local or public authority before or after these special conditions.

4. The seller sells with full title guarantee.

5. Nothing in this contract or in any replies to enquiries constitutes or shall constitute a representation or warranty from the Seller that the Property may lawfully be used for any purpose or that the Property has the requisite planning or building regulation consents and licences.

6. The Property is sold as seen and the Seller shall not be obliged to remove any furniture or other items from the Property.

7. The Buyer admits that they have entered into this contract solely as a result of their own inspection of the Property with full knowledge of the actual state and condition of the Property and on the basis of the terms of this contract and not in reliance of any representation or warranty either written or oral or implied made by or on behalf of the Seller (save for any representation or warranty contained in written replies given by the Seller's solicitors to any preliminary enquiries raise by the Buyer or the Buyer's solicitors) or anything whatsoever subject to the contract and that this contract constitutes the entire contract between the parties.

8. The Buyer confirms that it has been afforded the opportunity to satisfy themselves as to any notices served in relation to the Property by making the appropriate enquiries of all the relevant persons in this regard and the Buyer buys in full knowledge of such matters (if any) and no objection nor demand or any contribution from the Seller in relation to the same.

9. The Buyer confirms that they have satisfied themselves on all matters relating to planning and building regulation matters having made the appropriate enquiries of all relevant persons and authorities in this regard and the Buyer buys in full knowledge of such matters (if any) and shall raise no objection in relation to the same.

10. The Buyer will raise no requisitions or enquiries about the documents disclosed or not disclosed in the legal pack after exchange.

11. For the purposes of Clause G6.1 of the General and Common Auction Conditions the following will not be working days – Monday the 21st December 2026 to Friday the 1st January 2027 (inclusive).

12. The deposit payable at auction shall be held by the auctioneers as agents for the seller.

13. If the buyer does not complete this contract on the completion date, the amount payable shall be increased by £250.00 plus VAT if applicable for the costs of preparation of service of notice to complete by the seller.

14. If the buyer requests a change to the parties to the contract or their conveyancers following the exchange of contracts the amount payable shall be increased by £50.00 plus VAT.

15. The Transfer shall be prepared by the buyer.

16. Upon completion, the buyer shall pay the seller: 1: Search fees a minimum of £185.00 regardless of whether or not the search results are made available before the date of this contract or expire after the date of this contract, 2: £1,600.00 plus VAT being the seller's legal fees, 3: Office Copies a minimum of £35.00, 4: Replies to LPE1 £250.00.

17. The Property Shall be at the risk of the Buyer from the date hereof and General Condition G3 shall not apply.

18. In all other respects, the General and Common Auction Conditions shall apply to this sale.

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
CYM590468

Edition date / Dyddiad yr argraffiad 22.10.2019

- This official copy shows the entries on the register of title on 18 MAR 2025 at 15:14:25.
- 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 18 Mar 2025.
- 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 18 MAWRTH 2025 am 15:14:25.
- 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 18 Mawrth 2025.
- 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.

NEWPORT/CASNEWYDD

1 (14.04.1983) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being Shire Hall, Pentonville, Newport (NP20 5HB).

2 (20.01.2016) 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.

3 (22.06.2016) The land has the benefit of any legal easements reserved by the Transfer dated 17 December 2015 referred to in the Charges Register but is subject to any rights that are granted by the said deed and affect the registered land.

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 (28.11.2018) PROPRIETOR: REDI-94 LIMITED (Co. Regn. No. 04380939) of 34 Thame Road, Warborough, Wallingford OX10 7DA.

2 (22.06.2016) RESTRICTION: No disposition of the registered estate (other than a charge) by the proprietor of the registered estate is to be registered without a certificate signed by the proprietor for the time being of the estate registered under title number CYM670838 or their conveyancer that the provisions of 17.2 of the Transfer dated 17 December 2015 referred to in the Charges Register have been complied with or that they do not apply to the disposition.

3 (28.11.2018) The value stated as at 28 November 2018 for the land in this title and in CYM590438 was stated to be under £100,000.

4 (28.11.2018) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate is to be registered without a written consent signed by the proprietor for the time being of the Charge dated 16 July 2018 in favour of Principality Building Society referred to in the Charges Register.

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 The land tinted pink on the title plan is subject to the following rights reserved by a Conveyance dated 5 July 1898 made between (1) Henry Edzell Morgan Lindsay and George Ferdinand Forestier-Walker (2) Godfrey Charles Lord Tredegar Baron Tredegar and (3) The Guardians of the Poor of the Newport Union:-

"Excepting out of these presents and reserving to the said Godfrey Charles Lord Tredegar and other the owner or owners for the time being under the said Indentures of Settlement of all hereditaments comprised therein adjacent or near to the hereditaments intended to be hereby conveyed and his and their respective heirs and assigns all rights and advantages of light and air now or heretofore enjoyed in respect of any of the same hereditaments"

2 The land is subject to the following rights reserved by a Conveyance of the land in this title and other land dated 4 November 1982 made between (1) The County Council of Gwent and (2) Richard Leighton Hayward and others:-

"SUBJECT TO the exception and reservations mentioned in The Schedule hereto.

THE SCHEDULE hereinbefore referred to

(Exceptions and reservations)

(a) Any right of light or other easement or any right in the nature of an easement over or affecting other ground or buildings vested in the Council and in particular any right to lateral support that would in any way diminish or interfere with the free and unrestricted user of the adjoining or neighbouring land vested in the Council for building or any other purposes

(b) The right at any time or times within Eighty (80) years from the date hereof to build on any adjoining or neighbouring land and to

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

rebuild or alter 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 County Architect for the time being of the Council or its successor in title notwithstanding any interference occasioned to the property or to the buildings at any time standing upon it or to the access of light or air to the same and with full power and authority to enter upon the property for the purpose of repairing and maintaining and altering any existing or future building on land vested in the Council adjoining the property and separating the same from other land vested in the Council as if a party wall on making reasonable compensation for the use of such wall

(c) The free running of water and soil coming from any other lands or buildings now or to be erected and built within Eighty (80) years from the date hereof contiguous or near to the property in or through the drains and watercourses (if any) made or to be made upon or under it

(d) All other rights and privileges in the nature of easements belonging to or in fact used with any adjoining or neighbouring property and affecting the property hereby conveyed"

3 (15.05.2014) 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.

4 (20.01.2016) The parts of the land affected thereby are subject to the rights granted by leases of flats within adjoining land for a term of 125 years as therein mentioned.

5 (22.06.2016) A Transfer of the land edged and numbered CYM670838 in green on the title plan and other land dated 17 December 2015 made between (1) Mozi Developments Limited and (2) Stirling Wells Properties Limited contains vendors restrictive covenants.

NOTE:-Copy filed under CYM670838.

6 (28.11.2018) REGISTERED CHARGE dated 16 July 2018 affecting also title CYM590435.

7 (28.11.2018) Proprietor: PRINCIPALITY BUILDING SOCIETY of P.O. Box 89, Principality Buildings, Queen Street, Cardiff CF10 1UA.

Schedule of notices of leases
Atodlen prydlesi 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	15.05.2014 Edged and numbered 1 in blue (part of) : numbered 2 and 3 in blue	Apartment 12 (First Floor) and Parking Spaces	08.05.2014 125 years from and including 01.01.2014	CYM617929
2	23.05.2014 Edged and numbered 1 in blue (part of) : numbered 4 in blue	Apartment 3 (Ground Floor) and Parking Space	08.05.2014 125 years from and including 01.01.2014	CYM618618
3	23.05.2014 Edged and numbered 1 in blue (part of)	Apartment 4 (Ground Floor)	08.05.2014 125 years from and including 01.01.2014	CYM618620

Schedule of notices of leases continued
Parhad o'r Atodlen prydlesi 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
4	16.05.2014 Edged and numbered 1 in blue (part of)	Apartment 1 (Ground Floor)	16.05.2014 125 years from and including 01.01.2014	CYM619935
5	27.05.2014 Edged and numbered 1 in blue (part of)	Apartment 9 (Second Floor)	09.05.2014 125 years from and including 01.01.2014	CYM618700
6	01.07.2014 Edged and numbered 1 in blue (part of)	Apartment 7 (Second Floor)	16.05.2014 125 years from and including 01.01.2014	CYM621564
7	08.07.2014 Edged and numbered 1 in blue (part of) : numbered 5 in blue	Apartment 14 (First Floor) and Parking Space	08.05.2014 125 years from and including 01.01.2014	CYM622104
8	09.06.2014 Edged and numbered 1 in blue (part of)	Apartment 15 (ground floor)	29.05.2014 125 years from and including 01.01.2014	CYM619681
9	11.06.2014 Edged and numbered 1 in blue (part of)	Apartment 1 (ground floor)	16.05.2014 125 years from and including 01.01.2014	CYM619935
10	01.07.2014 Edged and numbered 1 in blue (part of)	apartment 7	16.05.2014 125 years from and including 01.01.2014	CYM621564
11	08.07.2014 Edged and numbered 1 in blue (part of)	Apartment 14 (first floor)	08.05.2014 125 years from and including 01.01.2014	CYM622104
12	01.08.2014 Edged and numbered 1 in blue (part of)and numbered 9 and 10 in blue	Apartment 6 (first floor) and parking space	29.05.2014 125 years from and including 01.01.2014	CYM624285
13	29.09.2014 Edged and numbered 1 in blue (part of) and numbered 8 in blue	Flat 10, Shire Hall (second floor) and parking space	12.09.2014 125 years from and including 01.01.2014	CYM629029
14	22.08.2014 Edged and numbered 1 in blue (part of)	Apartment 18 (lower ground floor)	15.08.2014 125 years from and including 01.01.2014	CYM625959
15	22.08.2014 Edged and numbered 1 in blue (part of) and numbered 7	Flat 11 Shire Hall (second floor) and parking space	15.08.2014 125 years from and including 01.01.2014	CYM625961

Schedule of notices of leases continued
Parhad o'r Atodlen prydlesi 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
	in blue			
16	22.08.2014 Edged and numbered 1 in blue (part of) and numbered 6 in blue	flat 16 Shire Hall (ground floor) and parking space	15.08.2014 125 years from and including 01.01.2014	CYM625963
17	23.12.2014 Edged and numbered 1 in blue (part of) and numbered 12 in blue	Flat 17 Shire Hall (lower ground floor) and parking space	01.12.2014 125 years from and including 01.01.2014	CYM637143
18	13.01.2015 numbered 13 in blue	Parking space	19.12.2014 125 years from 01.01.2014	CYM638488
19	21.01.2015 Edged and numbered 1 in blue (part of):14	Flat 13 Shire Hall (first floor):parking space	28.08.2014 125 years from and including 01.01.2014	CYM639390
20	27.05.2016 Edged and numbered 1 in blue (part of) and numbered 16 in blue	Flat 2 Shire Hall (first floor) and parking space	18.03.2016 125 years from and including 01.01.2014	CYM681595
21	22.10.2019 Edged and numbered 1 in blue (part of) : numbered 17 and 18 in blue	Apartment 8 (Second Floor) and parking spaces	27.05.2016 125 years from and including 1 January 2014	CYM786634

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.

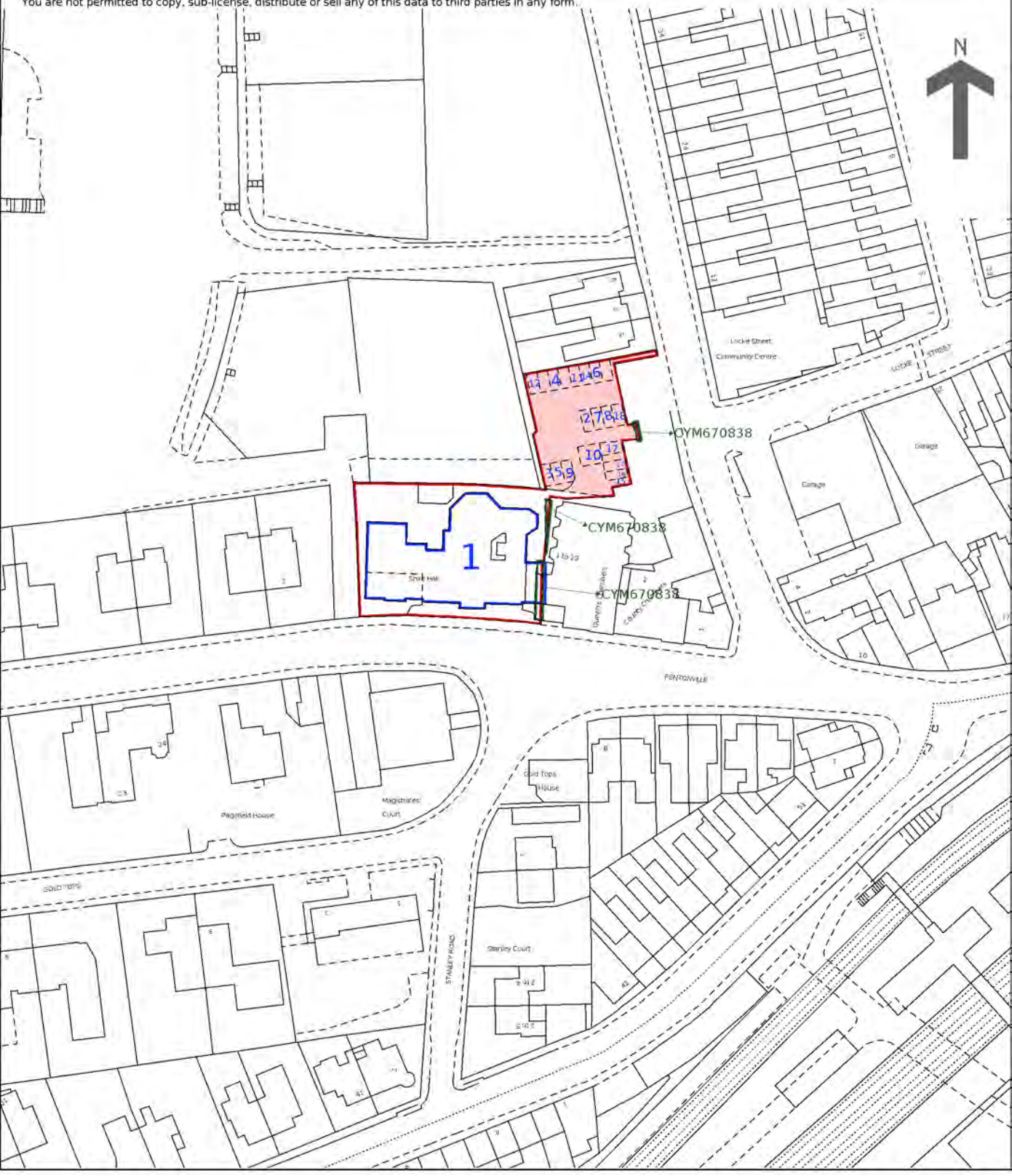
This official copy is issued on 18 March 2025 shows the state of this title plan on 18 March 2025 at 15:14:26. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be 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 18 Mawrth 2025 yn dangos sefyllfa'r cynllun teitl hwn ar 18 Mawrth 2025 am 15:14:26. 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 **CYM590468**
Ordnance Survey map reference **ST3088SE**
Scale **1:1250**
Administrative area **Newport / Casnewydd**

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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
CYM617929

Edition date / Dyddiad yr argraffiad 18.04.2019

- This official copy shows the entries on the register of title on 18 MAR 2025 at 15:14:01.
- 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 18 Mar 2025.
- 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 18 MAWRTH 2025 am 15:14:01.
- 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 18 Mawrth 2025.
- 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.

NEWPORT/CASNEWYDD

1 (15.05.2014) The Leasehold land shown edged with red on the plan of the above title filed at the Registry and being Flat 12, Shire Hall, Pentonville, Newport and Parking Spaces 12 and 13 (NP20 5HB).

NOTE: As to the part tinted blue on the title plan only the first floor is included in the title.

2 (15.05.2014) Short particulars of the lease(s) (or under-lease(s)) under which the land is held:
Date : 8 May 2014

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

Term : 125 years from and including 1 January 2014
Parties : (1) Shire Hall (Newport) Limited
(2) [redacted]

3 (15.05.2014) The Lease prohibits or restricts alienation.

4 (15.05.2014) The title includes any legal easements referred to in clause LR11.1 of the registered lease but is subject to any rights that are granted or reserved by the lease and affect the registered land.

NOTE: Other than so far as it affects titles CYM590468 and CYM590435 the reservation of the rights reserved by the lease has not been completed by registration in accordance with section 27 of the Land Registration Act 2002 and so does not operate at law.

5 (15.05.2014) 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 (15.05.2014) PROPRIETOR: [redacted] Flat 12 Shire Hall, Pentonville, Newport NP20 5HB.

2 (15.05.2014) The price, other than rents, stated to have been paid on the grant of the lease was £195,000.

3 (15.05.2014) RESTRICTION: No Transfer of the registered estate by the proprietor of the registered estate is to be registered without a certificate signed by Shire Hall (Newport) Limited (Co. Regn. No. 08288565) of Kings Barn, 34 Thame Road, Warborough, Wallingford OX10 7DA or their conveyancer that the provisions of clause 9.4(d) of Schedule 4 of the registered lease have been complied with.

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 (15.05.2014) The land tinted pink on the title plan is subject to the following rights reserved by a Conveyance of the freehold estate dated 5 July 1898 made between (1) Henry Edzell Morgan Lindsay and George Ferdinand Forestier-Walker (2) Godfrey Charles Lord Tredegar Baron Tredegar and (3) The Guardians of the Poor of the Newport Union:-

"Excepting out of these presents and reserving to the said Godfrey Charles Lord Tredegar and other the owner or owners for the time being under the said Indentures of Settlement of all hereditaments comprised therein adjacent or near to the hereditaments intended to be hereby conveyed and his and their respective heirs and assigns all rights and advantages of light and air now or heretofore enjoyed in respect of any of the same hereditaments"

2 (15.05.2014) The land is subject to the following rights reserved by a Conveyance of the freehold estate in the land in this title and other land dated 4 November 1982 made between (1) The County Council of Gwent and (2) Richard Leighton Hayward and others:-

"SUBJECT TO the exception and reservations mentioned in The Schedule hereto.

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

THE SCHEDULE hereinbefore referred to

(Exceptions and reservations)

(a) Any right of light or other easement or any right in the nature of an easement over or affecting other ground or buildings vested in the Council ......

(b) The right at any time or times within Eighty (80) years from the date hereof to build on any adjoining or neighbouring land and to rebuild or alter 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 County Architect for the time being of the Council or its successor in title notwithstanding any interference occasioned to the property or to the buildings at any time standing upon it or to the access of light or air to the same and with full power and authority to enter upon the property for the purpose of repairing and maintaining and altering any existing or future building on land vested in the Council adjoining the property and separating the same from other land vested in the Council as if a party wall on making reasonable compensation for the use of such wall

(c) The free running of water and soil coming from any other lands or buildings now or to be erected and built within Eighty (80) years from the date hereof contiguous or near to the property in or through the drains and watercourses (if any) made or to be made upon or under it

(d) All other rights and privileges in the nature of easements belonging to or in fact used with any adjoining or neighbouring property and affecting the property hereby conveyed"

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.

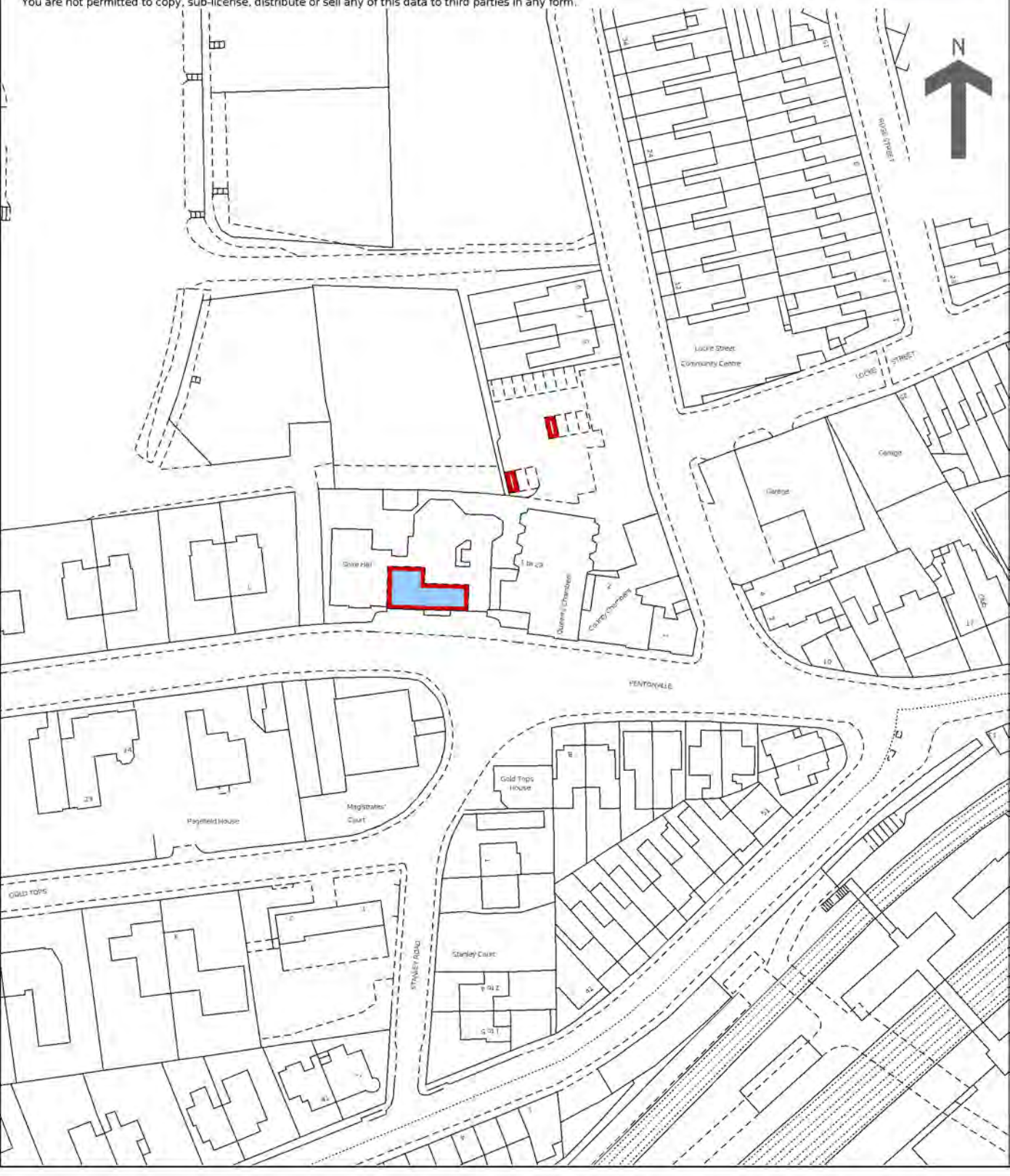
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This title is dealt with by the HM Land Registry, Wales Office .

Mae'r copi swyddogol hwn a gyhoeddir ar 18 Mawrth 2025 yn dangos sefyllfa'r cynllun teitl hwn ar 18 Mawrth 2025 am 15:14:02. 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 **CYM617929**
Ordnance Survey map reference **ST3088SE**
Scale **1:1250**
Administrative area **Newport / Casnewydd**

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

These are the notes referred to on the following official copy

Title Number CYM617929

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DATED 8th May **2014**

LEASE

relating to Apartment 12
on the First Floor
at Shire Hall, Pentonville, Newport NP20 5HB

between

SHIRE HALL (NEWPORT) LIMITED (1)

and

[redacted]

Douglas-Jones Mercer SOLICITORS

16 Axis Court
Mallard Way
Swansea Vale
Swansea
SA7 0AJ
MJS.73356-13

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PRESCRIBED CLAUSES

LR1. Date of lease

8th May 2014

LR2. Title numbers

LR2.1 Landlord's title numbers

CYM590468 and CYM590435

LR2.2 Other title numbers

None

LR3. Parties to this lease

Landlord

SHIRE HALL (NEWPORT) LIMITED

KINGS BARN 34 THAME ROAD WARBOROUGH WALLINGFORD OX10 7DA

Company registered number 08288565

Tenant

[redacted]

Other parties

LR4. Property

In the case of a conflict between this clause and the remainder of this lease then, for the purposes of registration, this clause shall prevail.

See the definition of "Property" in clause 1.1 of and Schedule 1 to this lease.

LR5. Prescribed statements etc.

None.

LR6. Term for which the Property is leased

The term as specified in this lease at clause 1.1 in the definition of "Term".

LR7. Premium

£195,000 (One hundred and ninety five thousand pounds).

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LR8. Prohibitions or restrictions on disposing of this lease

This lease contains a provision that prohibits or restricts dispositions.

LR9. Rights of acquisition etc.

LR9.1 Tenant's contractual rights to renew this lease, to acquire the reversion or another lease of the Property, or to acquire an interest in other land

None.

LR9.2 Tenant's covenant to (or offer to) surrender this lease

None.

LR9.3 Landlord's contractual rights to acquire this lease

None.

LR10. Restrictive covenants given in this lease by the Landlord in respect of land other than the Property

None.

LR11. Easements

LR11.1 Easements granted by this lease for the benefit of the Property

The easements granted in clause 3.1 and set out in Schedule 2 to this lease.

LR11.2 Easements granted or reserved by this lease over the Property for the benefit of other property

The easements reserved in clause 4 and set out in Schedule 3 to this lease.

LR12. Estate rentcharge burdening the Property

None.

LR13. Application for standard form of restriction

The parties to this lease apply to enter the following standard form of restriction against the title of the Property

No Transfer of the registered estate by the Proprietor of the registered estate is to be registered without a Certificate signed by Shire Hall (Newport) Limited or its Conveyancer that the provisions of clause 9.4 (d) of Schedule 4 of the Lease dated 8th May 2014 have been complied with

LR14. Declaration of trust where there is more than one person comprising the Tenant

The Tenant is more than one person. They are to hold the Property on trust for themselves as joint tenants.

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The Tenant is more than one person. They are to hold the Property on trust for themselves as tenants in common in equal shares.
The Tenant is more than one person. They are to hold the Property on trust [ ]

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THIS LEASE is dated 8th May 2014

PARTIES

(1) SHIRE HALL (NEWPORT) LIMITED incorporated and registered in England and Wales with company number 08288565 whose registered office is at KINGS BARN 34 THAME ROAD WARBOROUGH WALLINGFORD OX10 7DA (**Landlord**).

(2) [redacted]

AGREED TERMS

1. INTERPRETATION

1.1 The definitions and rules of interpretation in this clause apply to this lease.

Apartments: any premises forming part of the Building that are capable of being let and occupied as a single private dwelling (except the Property, and the Retained Parts).

Apartment Tenants: the tenants for the time being of the Apartments which are let on leases granted for an original term of over 21 years.

Building: the land and buildings known as SHIRE HALL PENTONVILLE NEWPORT NP20 5HB registered at HM Land Registry with title number CYM590468 and QUEENS CHAMBERS PENTONVILLE aforesaid registered at HM Land Registry with title number CYM590435 both being shown edged in blue on the Plan.

Common Parts: these are the front door, entrance hall, passages, staircases and landings of the Building that are not part of the Property or the Apartments and which are intended to be used by the tenants and occupiers of the Building but excluding the External Parts.

Conditions for Entry: the conditions to which any right to enter granted in Schedule 2 or excepted and reserved by Schedule 3 is subject, namely that the right shall be subject to the person exercising the right:

(a) effecting entry at a reasonable time (or at any time in an emergency);

(b) giving reasonable notice to the person whose premises are being entered (except in the case of emergency when no notice is required);

(c) causing as little damage as possible to the premises being entered and promptly making good any damage caused to the reasonable satisfaction of the person whose premises are being entered; and

(d) complying with any reasonable requirements of the person whose premises are being entered in relation to the exercise of the right of entry.

Default Interest Rate: 4% above the base rate from time to time of Barclays Bank PLC or, if that base rate is no longer used or published, a comparable commercial rate reasonably determined by the Landlord.

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External Parts: means the external parts of the Building including the rear courtyard and Car Park

Insurance Rent:

(a) A fair and reasonable proportion determined by the Landlord of the cost of any premiums (including any IPT) that the Landlord expends (after any discount or commission is allowed or paid to the Landlord), and any fees and other expenses that the Landlord reasonably incurs, in effecting and maintaining insurance of the Building in accordance with its obligations in paragraph 2 of Schedule 6 including any professional fees for carrying out any insurance valuation of the Reinstatement Value;

(b) the cost of any additional premiums (including any IPT) and loadings that may be demanded by the Landlord's insurer as a result of any act or default of the Tenant, any undertenant, their workers, contractors or agents or any person at the Property with the express or implied authority of any of them.

Insured Risks: fire, explosion, lightning, earthquake, storm, flood, bursting and overflowing of water tanks, apparatus or pipes, escape of water or oil, impact by aircraft and articles dropped from them, impact by vehicles, riot, civil commotion, malicious damage, theft or attempted theft, falling trees and branches and aerials, subsidence, heave, landslip, collision, accidental damage to underground services, public liability to anyone else and any other risks which the Landlord decides to insure against from time to time and **Insured Risk** means any one of the Insured Risks.

IPT: Insurance Premium Tax chargeable under the Finance Act 1994 or any similar replacement or additional tax.

Landlord Covenants: the covenants on the part of the Landlord set out in Schedule 6.

Loft Space: the loft space directly under the roof of the Building.

Parking Space: the parking spaces numbered 12 and 13 shown edged red on the Plan

Parking Spaces: the external car parking spaces within the Building that are intended from time to time to be used by the tenants in the Building.

Permitted Use: as a single private dwelling Provided that no more than 4 adults shall be in occupation.

Plan: the plan attached to this lease

Premium: £195,000 (One hundred and ninety five thousand pounds).

Property: the part of the first floor of the Building known as Apartment 12 Shire Hall Pentonville Newport NP20 5HB the floor plan of which is shown edged red on the Plan and as described in Schedule 1.

Refuse Area: the refuse area shown edged green on the Plan or such other area as the Landlord shall from time to time designate.

Regulations: the covenants on the part of the Tenant set out in Schedule 5.

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Reinstatement Value: the full reinstatement value of the Building as reasonably determined by the Landlord from time to time, taking into account inflation of building costs and including any costs of demolition, site clearance, site protection, shoring up, professional fees and expenses and the costs of any other work to the Building that may be required by law and any VAT on any such costs, fees and expenses.

Rent: rent at the rate of:

£350 per annum from the date hereof until and including 1st January 2038 and then

£700 per annum until and including 1st January 2063 and then

£1400 per annum until and including 1st January 2088 and then

£2800 per annum until and including 1st January 2113 and then

£5600 per annum until 1st January 2138

Rent Payment Dates: 1st January and 1st July in each year

Reservations: the rights excepted and reserved to the Landlord in clause 4 and listed in Schedule 3.

Retained Parts: all parts of the Building other than the Property and the Apartments including:

(a) the main structure of the Building including the roof and roof structures, the foundations, the external walls and internal load bearing walls, the structural timbers, the windows joists and the guttering;

(b) all parts of the Building lying below the floor surfaces or above the ceilings;

(c) all external decorative surfaces of:

(i) the Building;

(ii) external doors;

(iii) external door frames; and

(iv) external window frames;

(d) the Common Parts;

(e) the External Parts;

(f) the Loft Space;

(g) the Parking Spaces;

(h) the Service Media at the Building which do not exclusively serve either the Property or the Apartments and

(i) all boundary walls fences and railings of the Building.

Rights: the rights granted by the Landlord to the Tenant in clause 3 and listed in Schedule 2.

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Section 106 Agreement: the Agreement made pursuant to Section 106 of the Town and Country Planning Act 1990 made the 7th day of November 2013 between Newport City Council (1) and the Landlord (2)

Service Charge: A fair and reasonable proportion determined by the Landlord of the Service Costs.

Service Charge Year: is the annual accounting period relating to the Services and the Service Costs beginning on 1st January 2013 and each subsequent year during the Term

Service Costs: the costs listed in Part 2 of Schedule 9

Service Media: all media for the supply or removal of heat, smoke, electricity, gas, water, sewage, energy, telecommunications, television, data and all other services and utilities and all structures, machinery and equipment ancillary to those media.

Services: the Services to be provided by the Landlord and listed in Part 1 of Schedule 9

Tenant Covenants: the covenants on the part of the Tenant set out in Schedule 4 and the Regulations.

Term: a term of 125 years from and including 1st January 2014

Third Party Rights: all rights, covenants and restrictions affecting the Building including the matters referred to at the date of this lease in entries 1 & 2 of the charges register of title number CYM590468 and entries 1 and 2 of the charges register of title number CYM590435.

VAT: value added tax chargeable under the Value Added Tax Act 1994 or any similar replacement or additional tax.

1.2 A reference to this **lease**, except a reference to the date of this lease or to the grant of this lease, is a reference to this deed and any deed, licence, consent, or other instrument supplemental to it.

1.3 A reference to the **Landlord** includes a reference to the person entitled to the immediate reversion to this lease. A reference to the **Tenant** includes a reference to the Tenant's personal representatives, successors in title and assigns.

1.4 A **working day** is any day which is not a Saturday, a Sunday, a bank holiday or a public holiday in Wales.

1.5 Any obligation in this lease on the Tenant not to do something includes an obligation not to permit or allow that thing to be done and an obligation to use best endeavours to prevent that thing being done by another person.

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1.6 Unless the context otherwise requires, references to the **Building**, the **Common Parts**, the External Parts the **Apartments**, the **Property** and the **Retained Parts** are to the whole and any part of it.

1.7 Any phrase introduced by the terms **including, include, in particular** or any similar expression shall be construed as illustrative and shall not limit the sense of the words preceding those terms.

1.8 A **person** includes a corporate or unincorporated body (whether or not having separate legal personality).

1.9 A reference to **writing** or **written** excludes faxes or e-mail.

1.10 Unless the context otherwise requires, words in the singular shall include the plural and in the plural include the singular.

1.11 A reference to a statute, statutory provision or subordinate legislation is a reference to it as it is in force from time to time taking account of any amendment or re-enactment and includes any statute, statutory provision or subordinate legislation which it amends or re-enacts.

1.12 A reference to a statute or statutory provision shall include any subordinate legislation made from time to time under that statute or statutory provision.

1.13 A reference to the **end of the term** is to the end of the term however it ends.

1.14 The Schedules form part of this lease and shall have effect as if set out in full in the body of this lease. Any reference to this lease includes the Schedules.

1.15 Clause, Schedule and paragraph headings shall not affect the interpretation of this lease.

1.16 References to clauses and Schedules are to the clauses of and schedules to this lease and references to paragraphs are to paragraphs of the relevant Schedule.

2. GRANT

2.1 The Landlord lets with full title guarantee the Property to the Tenant for the Permitted Use for the Term.

2.2 The grant is made together with the Rights, excepting and reserving the Reservations, and subject to the Third Party Rights.

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2.3 The grant is made in consideration of the Tenant paying to the Landlord the Premium (receipt of which the Landlord acknowledges) and covenanting to the pay the Landlord the following sums as rent:

(a) the Rent;

(b) the Insurance Rent;

(c) the Service Charge;

(d) all interest payable under this lease; and

(e) all other sums due under this lease.

3. THE RIGHTS

3.1 The Landlord grants the Tenant the Rights for all purposes connected with the Permitted Use of the Property, but in each case subject to complying with any Regulations relating to that Right Provided that the Tenant acknowledges there may be disruption to the exercise of the Rights up to 1 November 2104 whilst refurbishment works to the Building are completed.

3.2 The Rights are granted subject to the Third Party Rights and in so far as the Landlord is able to grant them and in common with:

(a) the Landlord and all persons authorised by the Landlord; and

(b) the Apartment Tenants.

3.3 The Tenant shall not be deemed to have acquired any other easement or right over the Building any neighbouring property other than the Rights and section 62 of the Law of Property Act 1925 shall not apply to this lease.

4. THE RESERVATIONS

4.1 The Reservations are excepted and reserved from this lease for the benefit of the Building and to the extent possible for the benefit of any neighbouring or adjoining property in which the Landlord acquires an interest during the Term.

4.2 The Reservations may be exercised by the Landlord notwithstanding that the exercise of any of the Reservations or the works carried out pursuant to them may result in a reduction in the flow of light or air to the Property the Common Parts or the External Parts or loss of amenity for the Property the Common Parts or the External Parts provided that they do not materially adversely affect the use and enjoyment of the Property for the Permitted Use.

4.3 The Reservations shall be construed as extending to the Landlord and all persons authorised by the Landlord or otherwise entitled to exercise the Reservations.

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5. TENANT COVENANTS

The Tenant covenants:

(a) with the Landlord to observe and perform the Tenant Covenants; and

(b) with the Apartment Tenants to observe and perform the Regulations.

6. LANDLORD COVENANTS

6.1 Subject to clause 6.2, the Landlord covenants with the Tenant to observe and perform the Landlord Covenants.

6.2 The Landlord shall not be liable to the Tenant for any failure or interruption in the Services where the failure or interruption is outside the Landlord's reasonable control

6.3 The Landlord shall not be liable to the Tenant for any failure or interruption in the Services, unless and until the Tenant has given the Landlord notice of the failure or interruption and the Landlord has not remedied the failure or interruption within a reasonable time of service of that notice

7. RE-ENTRY

7.1 The Landlord may re-enter the Property (or any part of the Property in the name of the whole) at any time after any of the following occurs:

(a) any Rent, Insurance Rent, Service Charge or any other rent due under this lease is wholly or partly unpaid 21 days after becoming payable;

(b) any breach of any of the Tenant Covenants.

7.2 If the Landlord re-enters the Property (or any part of the Property in the name of the whole) pursuant to this clause, this lease shall immediately end, but without prejudice to any right or remedy of the Landlord in respect of any breach of covenant by the Tenant.

8. DESTRUCTION OF BUILDING

8.1 If:

(a) the Building is damaged or destroyed by an Insured Risk;

(b) the Property is wholly or partly unfit for occupation and use and/or the Common Parts and External Parts are damaged or destroyed so as to make the Property inaccessible or unusable; and

(c) the payment of the insurance monies is not wholly or partly refused because of any act or omission of the Tenant or any undertenant or their respective

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workers, contractors or agents or any other person at the Property or the Building with the express or implied authority of any of them,

then payment of the Rent, Insurance Rent and Service Charge, or a fair proportion of them according to the nature and extent of the damage, shall be suspended until the Building has been reinstated so as to make the Property fit for occupation and use and the Common Parts and External Parts accessible and usable.

8.2 If for any reason the repair, rebuilding or reinstatement of the Building shall be impossible following damage or destruction by any of the Insured Risks:

(a) the Landlord's obligation to reinstate the Building contained in paragraph 3 of Schedule 6 shall be deemed to have been discharged;

(b) the Landlord shall hold all proceeds of the insurance policy of the Building on trust for the Landlord, the Tenant and the Apartment Tenants in proportion to their respective interests in the Building at the time of the damage or destruction, as agreed in writing between the Landlord, the Tenant and the Apartment Tenants or failing agreement as determined pursuant to clause 8.3; and

(c) the Landlord shall pay such sums due to the Tenant and the Apartment Tenants within three months of agreement or on determination pursuant to clause 8.3.

8.3 Any dispute arising regarding this clause 8 shall be finally determined by arbitration in accordance with the provisions of the Arbitration Act 1996. The tribunal shall consist of one arbitrator appointed by the President for the time being of the Royal Institution of Chartered Surveyors.

9. SET-OFF

The Rent, Insurance Rent, Service Charge and all other amounts due under this lease shall be paid by the Tenant in full without any deduction or withholding other than as required by law. The Tenant shall not be entitled to assert any credit, set-off or counterclaim against the Landlord to justify withholding payment of any sum due.

10. LANDLORD'S CONSENT

10.1 Any consent given by the Landlord under this lease may be granted subject to reasonable conditions.

10.2 No consent given by the Landlord under this lease shall imply that any consent required from a third party has been given and shall not obviate the need to obtain any consent required from a third party.

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11. DISPUTES BETWEEN TENANTS

Save for any dispute arising under clause 8, any dispute between the Tenant and the Apartment Tenants in relation to this lease, including any payment of costs, shall be resolved by the Landlord (or such other person as the Landlord shall appoint) whose decision shall be final and binding on the Tenant except on questions of law.

12. JOINT AND SEVERAL LIABILITY

At any time when the Landlord or the Tenant is more than one person, those persons shall in each case be jointly and severally liable for their respective obligations and liabilities arising under this lease. The Landlord may take action against, or release or compromise the liability of, any one of those persons, or grant any time or other indulgence to any one of them, without affecting the liability of any other of them.

13. ENTIRE AGREEMENT

13.1 This lease and any documents annexed to it constitutes the whole agreement between the parties and supersedes all previous discussions, correspondence, negotiations, arrangements, understandings and agreements between them relating to their subject matter.

13.2 Each party acknowledges that in entering into this lease (and any documents annexed to it it) it does not rely on and shall have no remedies in respect of any representation or warranty (whether made innocently or negligently) other than those contained in any written replies that has given to any written enquiries raised by or on behalf of the Tenant before the date of this lease

13.3 Nothing in this clause shall limit or exclude any liability for fraud.

14. NOTICES

14.1 A notice given under or in connection with this lease shall be:

(a) in writing unless this lease expressly states otherwise and for the purposes of this clause a fax or an e-mail is not in writing;

(b) given to the Landlord by:

(i) leaving it at the Landlord's address given in clause 14.5; or

(ii) sending it by pre-paid first-class post or other next working day delivery service at the Landlord's address given in clause 14.5;

(c) given to the Tenant by:

(i) leaving it at the Property; or

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(ii) sending it by pre-paid first-class post or other next working day delivery service at the Property.

14.2 If a notice is given in accordance with clause 14.1, it shall be deemed to have been received:

(a) if delivered by hand, at the time the notice is left at the proper address; or

(b) if sent by pre-paid first-class post or other next working day delivery service, on the second Business Day after posting.

14.3 This clause does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

14.4 Section 196 of the Law of Property Act 1925 shall otherwise apply to notices given under this lease.

14.5 The Landlord's address for service is [redacted] or such other address as the Landlord may notify to the Tenant from time to time.

15. CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999

A person who is not a party to this lease shall not have any rights under or in connection with it by virtue of the Contracts (Rights of Third Parties) Act 1999 but this does not affect any right or remedy of a third party which exists, or is available, apart from under that Act.

16. VAT

Any obligation to pay money refers to a sum exclusive of VAT and the amount of any VAT payable in addition (whether by the Landlord or by the Tenant) shall be paid by the Tenant to the Landlord.

17. GOVERNING LAW AND JURISDICTION

17.1 This lease 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.

17.2 Save for any dispute arising under clause 8, the parties irrevocably agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this lease or its subject matter or formation (including non-contractual disputes or claims).

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

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Schedule 1 The Property

The part of the first floor of the Building known as Apartment 12 Shire Hall Pentonville Newport NP20 5HB the floor plan of which is shown edged red on the Plan including:

(a) the internal plaster, plasterboard and surface finishes of all walls;

(b) the whole of any internal, non-load bearing walls that are entirely within the Property;

(c) the inner half (severed medially) of the non-load bearing walls dividing the Property from any other parts of the Building;

(d) the floor screed or other floor surfaces above the joists or other structural floor supports supporting them;

(e) the ceiling plaster and coving plasterboard or other ceiling surface below the joists or other structural ceiling supports supporting them;

(f) the doors and windows glass;

(g) all Service Media exclusively serving the Property;

(h) the Parking Space;

(i) all Landlord's fixtures and fittings in the Property; and

(j) all additions and improvements to the Property

2. The Property shall not include any of the Retained Parts.

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Schedule 2 The Rights

1. **SHELTER AND PROTECTION**

The right of support, shelter and protection from other parts of the Building, to the extent existing at the date of this lease.

2. **ACCESS TO AND FROM THE PROPERTY**

A right of way for the Tenant and all persons authorised by the Tenant at all times on foot only, over and along those parts of the External Parts which afford access to and egress from the rear exit of Queens Chambers to the Refuse Area; the Parking Spaces and any bicycle anchor points required to be provided by the landlord Provided that the Landlord may, at its discretion, change the route of any means of access to or egress from the Property by giving notice to the Tenant.

3. **PARKING SPACE**

A right for the Tenant and all persons authorised by the Tenant at all times:

(a) on foot and by vehicle over such part of the External Parts for the purpose of access to or egress from the Parking Spaces and any bicycle anchor points

(b) to park a private motor vehicle or motor cycle belonging to the Tenant or its visitors in the Parking Spaces Provided that the Tenant acknowledges that whilst the Landlord completes refurbishment works to the Building the Tenant will not be able to use the Parking Spaces until 1 November 2014

4. **USE OF RETAINED PARTS**

The right for the Tenant and all persons authorised by the Tenant to keep and use a dustbin in the Refuse Area for the purpose of depositing normal domestic rubbish;

5. **SERVICE MEDIA**

The right to use and to connect into any Service Media in the Building that serve the Property and which are in existence at the date of this lease or are installed or constructed during the period of 80 years from the commencement of the Term (provided that the Landlord may, at its discretion, re-route or replace any such Service Media at any time and the right shall then apply in relation to the Service Media as re-routed or replaced).

6. **ACCESS TO OTHER PARTS OF THE BUILDING**

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The right to enter other parts of the Building with or without agents, professional advisers, workmen and equipment so far as is reasonably necessary to inspect or carry out any works to the Property required or permitted by this lease but at all times subject to compliance with the Conditions for Entry.

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Schedule 3 The Reservations

1. SHELTER AND PROTECTION

All rights of support, shelter and protection from the Property to the extent those rights are capable of being enjoyed at any time during the Term.

2. LIGHT AND AIR

All rights of light and air to the extent those rights are capable of being enjoyed at any time during the Term.

3. SERVICE MEDIA

The right to use and to connect into any Service Media at the Property which serve other parts of the Building and which are in existence at the date of this lease or are installed or constructed during the period of 80 years from the commencement of the Term.

4. ACCESS TO THE PROPERTY

Subject to compliance with the Conditions for Entry, the right to enter the Property with or without agents, professional advisers, workmen and equipment so far as is reasonably necessary:

(a) to inspect or carry out works to the Retained Parts or the Apartments;

(b) to inspect, repair, maintain, install, re-route or replace any Service Media serving any other part of the Building;

(c) to inspect the state of repair and condition of the Property (following which the Landlord may give the Tenant notice of any breach of the Tenant Covenants relating to the repair or condition of the Property);

(d) to carry out any works needed to remedy the breach set out in any notice served under paragraph 4(c) if the works have not been carried out by the Tenant to the reasonable satisfaction of the Landlord within the time period specified in the notice;

(e) for any other purpose mentioned in or connected with this lease, the Reservations or the Landlord's interest in the Building and the Landlord's Neighbouring Property.

5. DEVELOPMENT

The full and free right at any time during the Term to develop any part of the Building (other than the Property) and the Landlord's Neighbouring Property and any

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neighbouring or adjoining property in which the Landlord acquires an interest during the term as the Landlord may think fit.

6. ALTERATION AND SUSPENSION OF RIGHTS

6.1 The right to re-route and replace any Service Media at the Building over which Rights are granted.

6.2 The right to suspend the use of the Parking Space for so long as is reasonably necessary to repair or maintain the Retained Parts.

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Schedule 4 Tenant Covenants

1. RENT

1.1 To pay the Rent to the Landlord in advance by two equal instalments on or before the Rent Payment Dates by standing order or by any other method that the Landlord from time to time requires by giving notice to the Tenant.

1.2 The first instalment of the Rent shall be paid on the date of this lease and shall be the proportion, calculated on a daily basis, of the Rent payable from the date of this lease until the day before the next Rent Payment Date.

2. SERVICE CHARGE

2.1 The Tenant shall pay to the Landlord the estimated Service Charge in advance for each Service Charge Year in two equal instalments on each of the Rent Payment Dates.

2.2 In relation to the Service Charge Year current at the date of this lease, the Tenant's obligations to pay the estimated Service Charge and the actual Service Charge shall be limited to an apportioned part of those amounts, such apportioned part to be calculated on a daily basis for the period from the date of this lease to the end of the Service Charge Year. The estimated Service Charge for which the Tenant is liable shall be paid in equal instalments on the date of this lease and the remaining Rent Payment Days during the period from the date of this lease until the end of the Service Charge Year.

2.3 If, in respect of any Service Charge Year, the estimate of the Service Charge provided by the Landlord is less than the Service Charge, the Tenant shall pay the difference on demand. If, in respect of any Service Charge Year, the estimate provided by the Landlord of the Service Charge is more than the Service Charge, the Landlord (as appropriate) shall credit the difference against the Tenant's next instalment of the estimated Service Charge (and where the difference exceeds the next instalment then the balance of the difference shall be credited against each succeeding instalment until it is fully credited).

Without prejudice to paragraph 3.1(c) of this Schedule where the Landlord provides any Service by reason of the damage to or destruction of the Retained Parts by an Insured Risk, the costs of that Service shall not be included in the Service Charge.

3. INSURANCE

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3.1 To pay to the Landlord:

(a) the Insurance Rent demanded by the Landlord under paragraph 2 of Schedule 6 by the date specified in the Landlord's notice;

(b) on demand a fair and reasonable proportion, determined by the Landlord of an amount that is deducted or disallowed by the Landlord's insurer pursuant to any excess provision in the insurance policy of the Building following the occurrence of an Insured Risk; and

(c) on demand an amount equal to any insurance money that the insurers of the Building refuse to pay by reason of any act or omission of the Tenant or any undertenant, their workers, contractors or agents or any person at the Building with the express or implied authority of any of them.

3.2 To give the Landlord notice immediately that:

(a) any matter occurs in relation to the Tenant or the Building that any insurer or underwriter may treat as material in deciding whether or on what terms, to insure or continue insuring the Building;

(b) any damage or loss occurs that relates to the Building and arises from an Insured Risk; and

(c) any other event occurs which might affect any insurance policy relating to the Building.

3.3 Not to insure the Building or the Property against any of the Insured Risks in such a manner as would permit the Landlord's insurer to cancel the Landlord's insurance or to reduce the amount of any money payable to the Landlord in respect of any insurance claim.

4. INTEREST ON LATE PAYMENT

To pay interest to the Landlord at the Default Interest Rate on any Rent, Insurance Rent, Service Charge or other payment due under this lease and not paid within 14 days of the date it is due, for the period from the due date until the date of actual payment, whether before or after judgment.

5. RATES AND TAXES

5.1 To pay all present and future rates, taxes and other impositions and outgoings payable in respect of the Property, its use and any works carried out there, other than:

(a) any taxes payable by the Landlord in connection with any dealing with or disposition of the reversion to this lease; and

(b) any taxes, other than VAT and IPT, payable by the Landlord by reason of the receipt of any of the rents due under this lease.

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5.2 To pay:

(a) A fair and reasonable proportion determined by the Landlord of any such rates, taxes or other impositions and outgoings that are payable in respect of the Building; and

(b) a fair and reasonable proportion determined by the Landlord of any such rates, taxes or other impositions and outgoings that are payable in respect of the Property together with other land (whether or not including any other part of the Building).

6. UTILITIES

6.1 To pay all costs in connection with the supply and removal of electricity, gas (if any) water, sewage, telecommunications, data and other services and utilities to or from the Property.

6.2 To comply with all laws and with any recommendations of the relevant suppliers relating to the use of those services and utilities and the Service Media at or serving the Property.

7. COSTS

To pay to the Landlord on demand the costs and expenses (including any solicitors', surveyors' or other professionals' fees, costs and expenses and any VAT on them) properly incurred by the Landlord (both during and after the end of the Term) in connection with or in contemplation of any of the following:

(a) the enforcement of any of the Tenant Covenants;

(b) preparing and serving any notice in connection with this lease under section 146 or 147 of the Law of Property Act 1925 or taking any proceedings under either of those sections, notwithstanding that forfeiture is avoided otherwise than by relief granted by the court;

(c) preparing and serving any notice in connection with this lease under section 17 of the Landlord and Tenant (Covenants) Act 1995;

(d) preparing and serving any notice under paragraph 4(c) of Schedule 3; or

(e) any consent applied for under this lease, whether or not it is granted (except to the extent that the consent is unreasonably withheld or delayed by the Landlord in circumstances where the Landlord is not entitled to unreasonably withhold or delay consent).

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8. ALTERATIONS

8.1 Not to make any external or structural alteration or addition to the Property or make any opening in any boundary of the Property or cut or maim any structural parts of the Building.

8.2 Not to make any internal, non-structural alteration or addition to the Property, or alteration to the plan, design or elevation of the Property to include specifically increasing the number of rooms within the Property.

8.3 Not to install, alter the route of, damage or remove any Service Media at the Property, without the prior written consent of the Landlord, such consent not to be unreasonably withheld or delayed.

8.4 At all times to ensure no alterations are made to the Property in contravention of the Listed Building status for the Building

9. ASSIGNMENT AND UNDERLETTING

9.1 Not to assign part of this lease or underlet, charge or part with possession of part only of the Property.

9.2 Not to assign the whole of this lease, or underlet or part with possession of the whole of the Property, during the last seven years of the Term without the prior written consent of the Landlord, such consent not to be unreasonably withheld or delayed.

9.3 Not to assign the whole of this lease to a limited company without the prior written consent of the Landlord, such consent not to be unreasonably withheld or delayed.

9.4 Not to assign the whole of this lease unless:

(a) the Tenant has first paid to the Landlord any Rent, Service Charge, Insurance Rent or other sums payable under this lease which have fallen due before the date of assignment; and

(b) provided the Landlord with an address for service in England or Wales if the assignee or transferee is not resident in England or Wales or is a limited company not registered within England or Wales; and

(c) the Tenant agrees to pay the reasonable and proper fees of the Landlord or its Solicitors in connection with such arrangements; and

(d) the Tenant executes a Deed in the form set out in Schedule 7

9.5 Not to underlet the whole of the Property unless:

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(a) the underlease is on an assured shorthold tenancy agreement for a minimum of 6 months or any other tenancy agreement whereby the tenant does not obtain security of tenure on expiry or earlier termination of the term;

(b) the underlease contains covenants substantially the same as those contained in the Regulations, other than the Regulation contained in paragraph 26(a) of Schedule 5; and

(c) the underlease provides that the undertenant must not do anything that would or might cause the Tenant to be in breach of the Tenant Covenants; and

(d) the Tenant executes a Deed in the form set out in Schedule 8; and

(e) the Tenant agrees to pay the reasonable fees of the Landlord or its Solicitors in connection with such arrangements

9.6 Within one month of any assignment, underletting for more than six months, charge, parting with possession of or any other devolution of title to this lease or the Property to serve notice on the Landlord or (if required by the Landlord) the Landlord's solicitors giving details and to:

(a) provide a certified copy of the transfer or other instrument of devolution of title; and

(b) pay the Landlord's or the Landlord's solicitor's, reasonable registration fee which shall be no less than Fifty Pounds plus VAT in respect of each document produced.

10. REPAIR AND DECORATION

10.1 To keep the Property in good repair and condition throughout the Term (provided that the Tenant shall not be liable to repair the Property to the extent that any disrepair has been caused by an Insured Risk, unless and to the extent that the policy of insurance of the Property has been vitiated or any insurance proceeds withheld in consequence of any act or omission of the Tenant, any undertenant or their respective workers, contractors or agents or any person at the Property with the express or implied authority of any of them).

10.2 To renew and replace from time to time all Landlord's fixtures and fittings at the Property which may become beyond repair at any time during the Term.

10.3 As often as is reasonably necessary and at least every five years, to decorate or treat as appropriate all parts of the inside of the Property including the windows and window frames(but excluding the external parts of the window frames) that are usually decorated or treated in a good and proper manner, using good quality, suitable materials that are appropriate to the Property and in the last year of the Term to use materials, designs and colours approved by the Landlord.

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14.2 If the Tenant has not begun any such works within the time specified in the notice or is not carrying out the works with due speed [or has not completed such works to the reasonable satisfaction of the Landlord], to permit the Landlord (without prejudice to the Landlord's other rights in this lease) and all persons authorised by him, to enter the Property and carry out the works needed.

14.3 To pay to the Landlord on demand the costs properly incurred by the Landlord in carrying out any works pursuant to this clause (including any solicitors', surveyors' or other professionals' costs and expenses, and any VAT on them, assessed on a full indemnity basis).

15. PERMIT ENTRY

To permit all those entitled to exercise any right to enter the Property to do so subject to their compliance with the Conditions for Entry.

16. INDEMNITY

To indemnify the Landlord against all claims, liabilities, costs, expenses (including any solicitors', surveyors' or other professionals' costs and expenses, and any VAT on them, assessed on a full indemnity basis), damages and losses (including any diminution in the value of the Landlord's interest in the Building and loss of amenity of the Building) arising out of or in connection with:

(a) any breach of any of the Tenant Covenants; or

(b) any act or omission of the Tenant, any undertenant or their respective workers, contractors or agents or any other person at the Property or the Building with the express or implied authority of any of them.

17. RETURNING THE PROPERTY TO THE LANDLORD

At the end of the Term to return the Property to the Landlord in good and substantial repair, condition and decoration and in accordance with the Tenant Covenants.

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Schedule 5 The Regulations

1. Not to use the Property for any purpose other than for the Permitted Use or carry on any trade or business at the Property.

2. Not to hold any political meeting or sale by auction at the Property.

3. Not to use the Property for any noisy, offensive, illegal or immoral purpose.

4. Not to do anything at the Property which may be or become a nuisance or annoyance, or cause loss, damage or injury, to the Landlord or the Apartment Tenants or the occupiers of any neighbouring property.

5. Not to bring or keep any inflammable, explosive, dangerous or offensive substances or goods onto the Property or Building (except fuel in the fuel tank of any private motor vehicle parked on the Parking Space).

6. Not to do anything which may cause any insurance of the Building to become void or voidable or which may cause an increased premium to be payable in respect of it (unless the Tenant has previously notified the Landlord and has paid any increased premium).

7. To comply with the requirements and recommendations of the insurers relating to the Property and the exercise by the Tenant of the Rights.

8. Not to overload any structural part of the Building nor any Service Media at or serving the Property or the Building.

9. Not to do anything which may lessen the support or protection given by the Property to other parts of the Building.

10. Not to keep any animal or bird on the Property without the prior written consent of the Landlord, which consent may be revoked at any time.

11. Not to hang or expose clothes or other articles outside the Property or on any balcony or shake anything out of the windows of the Property.

12. Not to stop up, darken or obstruct any windows at the Property or Building or do anything else which may obstruct the flow of light or air to the Property or any other part of the Building.

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13. To clean the inside of the windows of the Property at least once every three months.

14. Not to sing or dance or play any musical instrument or equipment for making or reproducing sound or to act in such a manner so as to be audible outside the Property so as to cause annoyance to the Apartment Tenants or any other occupiers of the Building

15. Not to throw any dirt, rubbish, rags or other refuse into the sinks, baths, lavatories, cisterns or waste soil pipes in the Property.

16. Not to keep or deposit any rubbish at the Building except suitably wrapped and sealed and placed in a dustbin in the Refuse Area.

17. Not to live in the Property unless all floors (other than in the kitchen and bathroom) are covered in good quality carpeting and underlay Provided that subject to the Landlords consent wooden or other floors may be laid or replaced if the Landlords requirements and conditions are fully complied with but any such floors in situ upon the grant of this Lease are deemed to be with the Landlords consent

18. Not to decorate the exterior of the Property (including external windows) in any way other than the entrance door to the Property.

19. Not to put any sign, plate, writing or drawing of any kind on any part of the exterior of the Property or in any window so as to be seen from the outside without the prior written consent of the Landlord.

20. Not to fix any television or radio aerial, satellite dish or receiver on the Building without the Landlord's prior written consent.

21. Not to place any "For Sale" or "To Let" sign on the Building without the Landlord's prior written consent.

22. Not to play or loiter on the Common Parts or External Parts make any avoidable noise on the Common Parts or External Parts

23. Not to leave any bicycle, pushchair or any other item on the Common Parts or External Parts obstruct them in any way.

24. Not to use the Parking Space other than for the parking of a private motor car or private motorcycle which has an MOT certificate if required and which is in the regular use of the Tenant or other occupier of the Property

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25. Not to park any vehicles on the external areas of the Retained Parts (other than in the Parking Space).

26. To observe and perform the Tenant Covenants contained in:

    (a) Paragraph 10 of Schedule 4; and

    (b) Paragraph 15 of Schedule 4.

27. To comply with all variations of these Regulations and all other regulations made by the Landlord or its agents from time to time in accordance with the principles of good estate management and notified to the Tenant that relate to:

    (a) the use of the Retained Parts;

    (b) the management of the Building and the welfare of its occupants; and

    (c) the use of any Service Media, structures or other items outside the Building that are used or capable of being used by the Building in common with other land.

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Schedule 6 Landlord Covenants

1. QUIET ENJOYMENT

So long as the Tenant pays the rents reserved by and complies with its obligations in this lease, the Tenant shall have quiet enjoyment of the Property without any interruption by the Landlord or any person claiming under the Landlord except as otherwise permitted by this lease.

2. INSURANCE

2.1 To effect and maintain insurance of the Building against loss or damage caused by any of the Insured Risks with reputable insurers, on fair and reasonable terms that represent value for money, for an amount not less than the Reinstatement Value subject to:

(a) any exclusions, limitations, conditions or excesses that may be imposed by the Landlord's insurer; and

(b) insurance being available on reasonable terms in the London insurance market.

2.2 To serve on the Tenant a notice giving full particulars of the gross cost of the insurance premium payable in respect of the Building (after any discount or commission but including IPT). Such notice shall state:

(a) the date by which the gross premium is payable to the Landlord's insurers; and

(b) the Insurance Rent payable by the Tenant, how it has been calculated and the date on which it is payable.

2.3 In relation to any insurance effected by the Landlord under this clause, the Landlord shall:

(a) at the request of the Tenant supply the Tenant with:

(i) a copy of the insurance policy and schedule and

(ii) a copy of the receipt for the current year's premium and

(iii) details of any commission paid to the Landlord by the Landlord's insurer.

(b) notify the Tenant of any change in the scope, level or terms of cover as soon as reasonably practicable after the Landlord has become aware of the change;

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(c) use reasonable endeavours to procure that the insurance policy contains a non-invalidation provision in favour of the Landlord in respect of any act or default of the Tenant or any other occupier of the Building; and

(d) procure that the interest of the Tenant and its mortgagees are noted on the insurance policy, either by way of a general noting of tenants' and mortgagees' interests under the conditions of the insurance policy or (provided that the Landlord has been notified of any assignment to the Tenant pursuant to paragraph 9.6 of Schedule 4) specifically.

3. REBUILD FOLLOWING DAMAGE OR DESTRUCTION

If the Building or any part of it is damaged or destroyed by an Insured Risk, the Landlord shall:

(a) promptly make a claim under the insurance policy for the Building;

(b) notify the Tenant immediately if the Landlord's insurer indicates that the Reinstatement Value will not be recoverable in full under the insurance policy, and, where appropriate, pursue any of the Apartment Tenants in respect of any monies that the insurers of the Building refuse to pay by reason of any act or omission of the Apartment Tenants or any undertenant, their workers, contractors or agents or any person at the Building with the express or implied authority of any of them;

(c) promptly take such steps as may be necessary and proper to obtain all planning and other consents to repair (or as the case may be) rebuild the Building;

(d) subject to obtaining such consents, use any insurance money received (other than for loss of Rent and Service Charge) and any money received from the Tenant under paragraph 3.1(c) of Schedule 4 promptly to repair the damage in respect of which the money was received or (as the case may be) to rebuild the Building; and

(e) subject to obtaining such consents, provide premises or facilities equivalent in size, quality and layout to those previously at the Building but if the relevant consents cannot be obtained for premises or facilities equivalent in size, quality and layout to those previously at the Building to provide premises and facilities that are reasonably equivalent to those previously at the Building.

4. SERVICES AND SERVICE COSTS

4.1 To provide the Services.

4.2 To serve on the Tenant a notice giving full particulars of the Service Costs and stating the Service Charge payable by the Tenant and the date on which it is payable as soon

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as reasonably practical after incurring, making a decision to incur, or accepting an estimate relating to, any of the Service Costs.

4.3 To keep accounts, records and receipts relating to the Service Costs incurred by the Landlord and to permit the Tenant, on giving reasonable notice, to inspect the accounts, records and receipts.

5. LEASES OF APARTMENTS

5.1 To ensure that every lease of the Apartments granted by the Landlord for an original term of over 21 years is in substantially the same form as this lease and contains covenants substantially the same as the Regulations.

5.2 Until such time as the Landlord grants leases of the Apartments to maintain and repair the Apartments to the extent that no physical damage is caused to the Property. For the avoidance of doubt, this covenant will automatically lapse once leases of the Apartments have been granted.

6. ENFORCEMENT OF COVENANTS AGAINST THE APARTMENT TENANTS

At the written request of the Tenant to enforce or assist the Tenant in enforcing the Regulations against the Apartment Tenants provided that:

(a) the Tenant shall indemnify the Landlord in writing against all costs and expenses of such enforcement (including any solicitors', surveyors' or other professionals' costs and expenses, and any VAT on them, assessed on a full indemnity basis);

(b) the Landlord shall not be required to take any action or incur any costs under this clause until the Tenant has given to the Landlord such security as the Landlord shall in its reasonable discretion require;

(c) the Tenant shall join in any action or proceedings if so requested by the Landlord.

7. SECTION 106 AGREEMENT

To comply with the terms of the Section 106 Agreement

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Schedule 7 Deed of Covenant upon Assignment

Apartment {Insert Text] on the Lower Ground/ Ground/First/Second Floor at Shire Hall, Allt-Yr-Yn, Newport, NP20 5HB

We/I [ ]

HEREBY JOINTLY AND SEVERALLY COVENANT with SHIRE HALL (NEWPORT) LIMITED of [ ] that we are now successors in title and will at all times from the date hereof duly pay all rent becoming due under a lease of the above Premises dated day 201 and made between Shire Hall (Newport) Limited (1) [ ] (2) and we further covenant to pay all service charges and all other sums payable thereunder and to observe and perform all the covenants restrictions stipulations and conditions contained in the said lease and on the part of the Tenant to be observed and performed (whether running with the lease or of a purely personal or collateral nature) to the same extent as if I/We were the original Tenant party thereto

In witness whereof these presents have been entered into the day and year first before written

Signed as a Deed by
[ ]
in the presence of:

Signed as a Deed by
[ ]
in the presence of:

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Schedule 8 Deed of Covenant Upon Underletting

Apartment {Insert Text} on the lower Ground/Ground/First/Second Floor at Shire Hall Pentonville Newport NP20 5HB

We/I

have agreed to enter into an underlease/tenancy of Apartment { } for a term of { }years from { } and we hereby covenant with SHIRE HALL (NEWPORT) LIMITED to observe and perform all the covenants restrictions stipulations and conditions (excepting any financial obligations on the part of my/our landlord remaining to be performed) as contained in the Lease of the Apartment dated 201 made between SHIRE HALL (NEWPORT) LIMITED (1) ("the Lease") and {](2)

Provided that we agree to comply with the Permitted Use provisions as defined in the Lease and further that occupation must be by one family only or by one person per bedroom

In witness whereof these presents have been entered into the day and year first before written

Signed as Deed by

in the presence of

Signed as a Deed by

in the presence of

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Schedule 9 Services and Service Costs

Part 1. The Services

1. SERVICES

The **Services** are:

(a) cleaning, maintaining, decorating, repairing and replacing the Retained Parts and remedying any inherent defect;

(b) repairing replacing and decorating all windows within the Retained Parts

(c) providing heating to the internal areas of the Common Parts during such periods of the year as the Landlord reasonably considers appropriate, and cleaning, maintaining, repairing and replacing the heating machinery and equipment;

(d) lighting the Common Parts the External Parts and the Parking Spaces and cleaning, maintaining, repairing and replacing lighting, machinery and equipment on the Common Parts and the External Parts ;

(e) cleaning, maintaining, repairing and replacing the furniture, fittings and equipment in the Common Parts;

(f) cleaning, maintaining, repairing and replacing the lifts and lift machinery and equipment on the Common Parts;]

(g) cleaning, maintaining, repairing, operating and replacing security machinery and equipment (including closed circuit television) on the Common Parts;

(h) cleaning, maintaining, repairing, operating and replacing fire prevention, detection and fighting machinery and equipment and fire alarms on the Common Parts;

(i) cleaning, maintaining, repairing and replacing refuse bins within the Refuse Area and together with the bicycle anchor points;

(j) cleaning the outside of the windows of the Building;

(k) cleaning, maintaining, repairing and replacing signage for the Common Parts and the External Parts;

(l) cleaning, maintaining, repairing and replacing the floor coverings on the internal areas of the Common Parts;

(m) providing cleaning and maintenance staff for the Building;

(n) any other service or amenity that the Landlord may in its reasonable discretion (acting in accordance with the principles of good estate management) provide for the benefit of the tenants and occupiers of the Building.

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Part 2. Service costs

2. SERVICE COSTS

The **Service Costs** are the total of:

(a) all of the costs reasonably and properly incurred or reasonably and properly estimated by the Landlord to be incurred of:

(i) providing the Services;

(ii) the supply and removal of electricity, gas, water, sewage and other utilities to and from the Retained Parts;

(iii) complying with the recommendations and requirements of the insurers of the Building (insofar as those recommendations and requirements relate to the Retained Parts);

(iv) complying with all laws relating to the Retained Parts, their use and any works carried out at them, and relating to any materials kept at or disposed of from the Common Parts;

(v) complying with the Third Party Rights insofar as they relate to the Retained Parts;

(vi) putting aside such sum as shall reasonably be considered necessary by the Landlord (whose decision shall be final as to questions of fact) to provide reserves or sinking funds for items of future expenditure to be or expected to be incurred at any time in connection with providing the Services; and the External Parts

(vii) taking any steps (including proceedings) that the Landlord considers necessary to prevent or remove any encroachment over the Retained Parts or to prevent the acquisition of any right over the Retained Parts (or the Building as a whole) or to remove any obstruction to the flow of light or air to the Retained Parts (or the Building as a whole);

(b) the costs, fees and disbursements reasonably and properly incurred of:

(i) managing agents employed by the Landlord for the carrying out and provision of the Services or, where managing agents are not employed, a management fee for the same;

(ii) accountants employed by the Landlord to prepare and audit the service charge accounts; and

(iii) any other person reasonably and properly retained by the Landlord to act on their behalf in connection with the Building or the provision of Services.

(c) all rates, taxes and impositions payable in respect of the Retained Parts, their use and any works carried out on them (other than any taxes payable

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by the Landlord in connection with any dealing with or disposition of its reversionary interest in the Building); and

(d) any VAT payable by the Landlord in respect of any of the items mentioned above except to the extent that the Landlord is able to recover such VAT.

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Executed as a deed by SHIRE HALL (NEWPORT) LIMITED acting by

[redacted]

Director

[redacted]

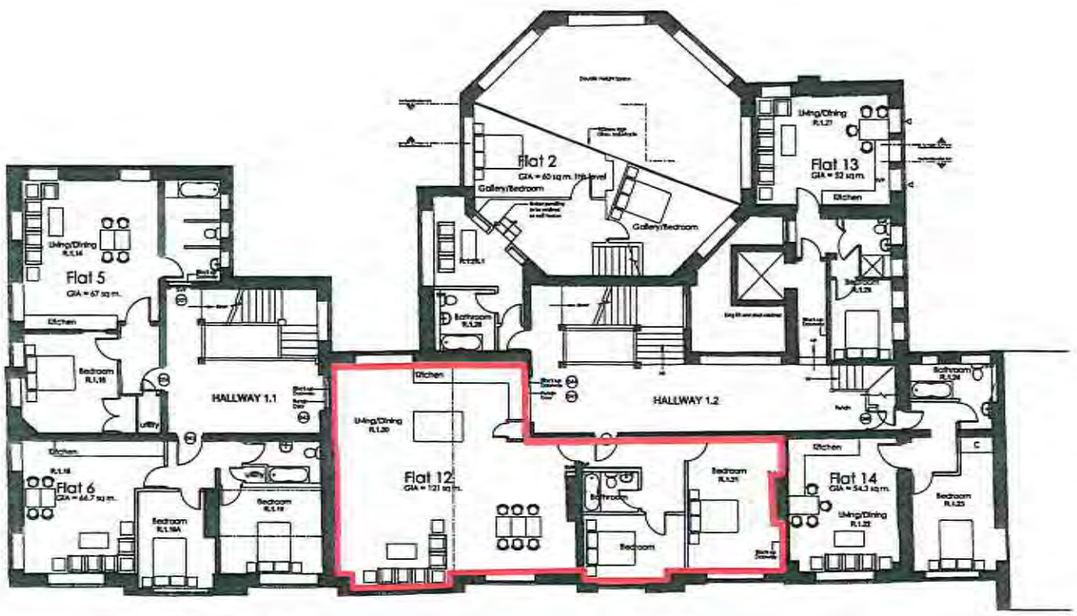
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Location Plan 1:500



PROPOSED FIRST FLOOR PLAN

Floor Plan 1:250

[redacted]

Legal Demise

rev	note	date

Greyfriars House, Greyfriars Road, Cardiff CF10 3AL
T: 029 2022 6757
JOHN WOTTON ARCHITECTS
E: studio@johnwottonarchitects.com
W: www.johnwottonarchitects.com

Imperial Properties

SHIRE HALL
Newport

title
Demise Plan
Apartment 12

job no.	drg no.	rev
205	LR D 12	

scale	date	drawn by	checked by
1:100 @ A3	05/03/13	RF	

www.lawsociety.org.uk

The Law Society

Leasehold Information Form (3rd edition) (2023)

Address of the property

Address line 1	Flat 12, Shire Hall
Address line 2	Newport
Address line 3	
Town / City	
Postcode	NP20 5HB

Full names of the seller(s)

Please supply 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]

2 First name
Middle name(s)
Last name

3 First name
Middle name(s)
Last name

4 First name
Middle name(s)
Last name

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Laserform International 1/23 R1

(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	Howells Solicitors
Address line 1	Fitzalan House
Address line 2	Fitzalan Court
Address line 3	Fitzalan Road
Town / City	Cardiff
Postcode	CF24 0EL
Contact name	
Email	[redacted]
Reference number	

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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 the certificate set out in Schedule 1 of **The Building Safety (Leaseholder Protections) (England) Regulations 2022.**

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

'leaseholder deed of certificate' means the certificate set out in the Schedule to **The Building Safety (Leaseholder Protections) (Information etc.) (England) Regulations 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.

Instructions to the seller and buyer

Please read the notes on TA6 Property Information Form

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1. The Property

1.1 What type of leasehold property does the seller own?
('Flat' includes maisonette and apartment.)

- [x] Flat
- [ ] Shared ownership
- [ ] Long leasehold house

1.2 Does the seller pay rent for the property? If Yes:

- [x] Yes [ ] No

(a) How much rent is due each year?

£350

(b) How regularly is the rent paid? (e.g. annually)

6 MONTHS (£175)

(c) Is the rent subject to increase?

- [x] Yes [ ] No

If Yes:

(d) How often is the rent reviewed?

SEE LEASE AGREEMENT

(e) How is the increase calculated? (eg set figure, doubling, in line with Retail Price Index, Consumer Price Index, etc)

SEE LEASE AGREEMENT

2. Ownership and management

2.1 Who owns the freehold?

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

- [x] Yes [ ] No

(b) A person or company that the tenants control

- [ ] Yes [x] No

2.2 Is there a headlease?

- [ ] Yes [x] No

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

- [ ] Yes [ ] No

2.3 Who is responsible for managing the building?

(a) The freeholder

- [ ] Yes [x] No

(b) The headleaseholder

- [ ] Yes [x] No

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

- [x] Yes [ ] No

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

☐ Yes ☑ No

(e) Other (please specify):

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

☐ Yes ☑ No

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

☐ Yes ☑ No

3. Relevant documents

3.1 Please supply a copy of:

(a) the lease and any supplemental deeds

☑ Attached ☐ To follow
☐ Already supplied

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

☐ Attached ☐ To follow
☑ Not applicable

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

☐ Attached ☑ To follow

3.3 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

3.4 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

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3.5 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

4. Contact details

4.1 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	
Address line 1	
Address line 2	
Address line 3	
Town / City	
Postcode	
Telephone	
Email	

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Managing agent:

Name	SERAPH PROPERTY MGT
Address line 1	1 ST MARTINS ROW
Address line 2	
Address line 3	
Town / City	CARDIFF
Postcode	CF24 3RP
Telephone	02921 671444
Email	info@seraph.pm

5. Maintenance and service charges

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

- ☐ Seller
- ☑ Management company
- ☐ Landlord

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

- 2014 Year
- ☐ Not known

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

- 2014 Year
- ☐ Not known

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

☑ Yes ☐ No

If No to question 5.4, please continue to section 6 'Notices' and do not answer questions 5.5–5.10 below.

5.5 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?

☑ Yes ☐ No

If Yes, please give details:

CURRENTLY THERE IS A SECTION 20 ON THE BUILDING TO COVER EXTERNAL REPAIRS & DECORATION MY CONTRIBUTION TO THESE CHARGES HAS BEEN PAID IN FULL

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5.6 **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

FREEHOLDER AND MANAGEMENT COMPANY TAKEN TO TRIDUNAL TO AGREE A SETTLEMENT FIGURE FOR THE SECTION 20 WORKS. FINAL AGREEMENT REACHED OUTSIDE OF TRIBUNAL

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

☑ Yes ☑ No

SEE ABOVE

5.8 **Does the seller know of the existence or suspected existence in the building of cladding or any defects that may create a building safety risk?**
If Yes, please give details:

☐ Yes ☑ No

5.9 **Is the seller aware of any difficulties encountered in collecting the service charges from other flat owners?**
If Yes, please give details:

☐ Yes ☑ No

5.10 **Does the seller owe any service charges, rent, insurance premium or other financial contribution? If Yes, please give details:**

☐ Yes ☑ No

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6. Notices

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

6.1 **Has the seller received a notice that the landlord wants to sell the building? If Yes, please supply a copy.**

☐ Yes ☑ No
☐ Attached ☐ To follow
☐ Lost

6.2 **Has the seller received any other notice about the building, its use, its condition or its repair and maintenance? If Yes, please supply a copy.**

SECTION 20 INFORMATION ATTACHED

☑ Yes ☐ No
☑ Attached ☐ To follow
☐ Lost

7. Consents

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

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

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

☐ Yes ☑ No
☐ Attached ☐ To follow
☐ Lost

8. Complaints

8.1 **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

8.2 **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

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9. Alterations

9.1 **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 10 'Enfranchisement' and do not answer 9.2 and 9.3 below.

9.2 **Please give details of these alterations:**

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

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

10. 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.

10.1 **Has the seller owned the property for at least two years?**

☑ Yes ☐ No

10.2 **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

10.3 **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

10.4 **Is the seller aware of any response to a notice disclosed in replies to 10.2 and 10.3 above? If Yes, please supply a copy**

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

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11. 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**

11.1 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

11.2 Is the lease of the property a qualifying lease?

☐ Yes ☑ No

11.3 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

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

☐ Yes ☑ No

11.5 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

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Signed: [redacted] Dated: 10/3/25

Signed: Dated:

Signed: Dated:

Signed: Dated:

Each seller should sign this form.

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R1

www.lawsociety.org.uk

The Law Society

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

Address	Flat 12, Shire Hall Newport Postcode: NP20 5HB
Full names of the seller	[redacted]
Seller's solicitor Name of solicitor's firm	Howells Solicitors
Address	Fitzalan House Fitzalan Court Fitzalan Road Cardiff CF24 0EL
Email	[redacted]
Reference number	

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.

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Laserform International 6/20

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.

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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:

N/A

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

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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

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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

REDROW DEVELOPING LAND TO THE REAR OF THE BUILDING

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

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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:

N/A

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

N/A

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

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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? ☐ Yes ☑ No ☐ Not known

If Yes:

(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

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(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?

BUILDING INSURANCE IS TAKEN BY THE PROPERTY MANAGEMENT COMPANY

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)

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(a) subject to unusual conditions? ☐ Yes ☑ No

(b) 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/department-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

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(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? ☑ Yes ☑ No

If Yes:

(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

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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

ENTRANCE HALL, CAR PARK, COMMON ACCESS

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

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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

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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?

COMMON CAR PARK. 2 Nº SPACES OWNED BY FLAT 12

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

LEASEHOLD PROPERTY

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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

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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.)?

(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

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(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**

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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: [redacted] Dated: 10/3/25

Signed: Dated:

Each seller should sign this form.

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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
E.ON NEXT

Location of meter
UNDER STAIRS

Mains gas ☐ Yes ☑ No

Provider's name

Location of meter

Mains water ☑ Yes ☐ No

Provider's name
WELSH WATER

Location of stopcock
UNDER STAIRS

Location of meter, if any
UNDER STAIRS

Mains sewerage ☐ Yes ☐ No

Provider's name
NOT KNOWN

Telephone ☐ Yes ☑ No

Provider's name

Cable ☐ Yes ☑ No

Provider's name

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Law Society Fittings and Contents Form (3rd edition)

Address of the property

Flat 12, Shire Hall Newport

Postcode: NP20 5HB

Full names of the seller

[redacted]

Seller's solicitor

Name of solicitor's firm

Howells Solicitors

Address

Fitzalan House
Fitzalan Court
Fitzalan Road
Cardiff
CF24 0EL

Email

[redacted]

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.

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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	☑	☐	☐		ECONOMY 7 HEATERS IN LIVING ROOM
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	☑	☐	☐		

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1 Basic fittings (continued)

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

2 Kitchen

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	☑	☐	☑	☐	☐		
Other items (please specify)							
	☐	☐	☐	☐			
	☐	☐	☐	☐			
	☐	☐	☐	☐			
	☐	☐	☐	☐			

3 Bathroom

	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	☑	☐	☐		

4 Carpets

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

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5 Curtains and curtain rails

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

6 Light fittings

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 Fitted units

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	☐	☐	☑		

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7 Fitted units (continued)

	Included	Excluded	None	Price	Comments
Other rooms (please specify)					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

8 Outdoor area

	Included	Excluded	None	Price	Comments
Garden furniture	☐	☐	☑		
Garden ornaments	☐	☐	☑		
Trees, plants, shrubs	☐	☐	☑		
Barbecue	☐	☐	☑		
Dustbins	☑	☐	☐		COMMUNAL
Garden shed	☐	☐	☑		
Greenhouse	☐	☐	☑		
Outdoor heater	☐	☐	☑		
Outside lights	☐	☐	☑		
Water butt	☐	☐	☑		
Clothes line	☐	☐	☑		
Rotary line	☐	☐	☑		
Other items (please specify)					
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			
	☐	☐			

9 Television and telephone

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

10 Stocks of fuel

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

11 Other items

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

Signed: [redacted] Dated: 10/3/25

Signed: _____ Dated: _____

Each se[redacted]

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[redacted]

Dear Sir/Madam,

Re: **Property** - Flat 12, Shire Hall, Pentonville, Newport, NP20 5HB
Leaseholder - [redacted]

Further to our previous correspondence please find the enclosed LPE1 along with the following documentation:

1. Three years of accounts
2. Current Budget
3. Service Charge Statement
4. Memorandum and Articles Association
5. Buildings Insurance
6. Latest Annual General Meeting Minutes
7. Fire Risk Assessment
8. Asbestos Report
9. Deed of Covenant
10. New Owners Contact Form

The maximum number of enquiries we will respond to is 10, and any further enquiries will incur a charge of **£20.00 plus VAT** per additional enquiry. Please note that if any enquiry includes sub-queries, each sub-query will be treated and charged as a separate, individual enquiry.

Please note that the service charge will need to be settled in full in order for us to register the new owner. Please ensure that the Notice of Transfer and Charge (if applicable) is sent to us within one month of completion to avoid risk of penalty.

Please be advised the Sales Pack is valid for **6 months** from the date of issue. Should a new pack be required, a new one can be provided at a discounted rate.

Whilst we will make every effort to ensure the accuracy of the replies, no purchaser or other person should act on the basis of the material contained within this information without first taking independent professional advice. It is recommended that all possible information should be obtained from the current leaseholder (who is best placed to give definitive information) or any company or association of which he or she is a member. We expressly disclaim any liability to any person who acts in reliance on the contents of these replies without having taken reasonable steps to check their accuracy with all available sources of information.

Yours faithfully,

[redacted]

LEASEHOLD PROPERTY ENQUIRIES

LPE1

Property:	Flat 12 Shire Hall, Pentonville, Newport	Post Code: NP20 5HB
Seller	[redacted]	
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

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.

1.1	**Landlord**		1.2	**Management Company**
	Name	Redi-94 Limited	Name	
	Address	C/O Accounted for Ltd Unit 2 Riverbridge Business Centre Rhymney River Bridge Road CF23 9FP	Address	
	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	Seraph Property Management	Name	
	Address	1 St Martins Row Albany Road Cardiff CF24 3RP	Address	
	Telephone	02921617444	Telephone	
	Email		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:	20-18-27	Sort Code:	
	Account Name:	Seraph Estates Cardiff Ltd	Account Name:	
	[redacted]		Account Number:	
	to quote:		Reference to quote:	
	Fee Type:	All fees	Fee Type:	

1.5 **Legal Representative of one of the above**

Name 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

			Notice via email
☐	Landlord	£ _____	☐
☐	Management Company	£ _____	☐
☑	Managing Agent	£ 84.00+VAT	☑
☐	Other	£ _____	☐

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

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	£ 90.00+VAT
2.1.2	Provide details of the person who deals with the Deed of Covenant	Seraph Estates
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.*	
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?	Any outstanding service charge to be paid and to complete and return the New Owners Form. Dealt with by Seraph £108 fee

SECTION 3: GROUND RENT

3.1	What is the annual Ground Rent payable for the Property?	£ 350
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:	
3.3	What period is covered by the last demand?	From: 01 / 07 / 2026 To: 31 / 12 / 2026

SECTION 4: SERVICE CHARGE

4.1 How many properties contribute toward the maintenance of the Managed Area?

18

4.1.1 What is the current annual Service Charge for the Property?

£ 4828.16

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:

Please see the attached statement

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:

Unable to determine until the end of the financial year.

4.4 What period is covered by the last demand?

From: 01 / 07 / 2026 To: 31 / 12 / 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:

£ 100,911.05

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:

4.7 Confirm the date when the Managed Areas were last decorated, internally and externally.

Internally Date: __ / __ / _____ To: __ / __ / 2013

Externally Date: __ / __ / _____ To: __ / __ / 2013

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:

Please note that fire stopping works are currently being carried out at the property. These works are anticipated to be funded by the Welsh Government if they do not constitute a s.20.

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:	Anticipated due to inflation but not yet scheduled.
4.10	Are there any outstanding Service Charge consultation procedures?	☐ Yes ☐ No
4.10.1	If Yes, provide details:	
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.	However, please rely on your own inspection and survey.
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:	
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:	
5.2	What period is covered by the last demand?	From: 18 / 11 / 2025 To: 18 / 11 / 2026
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:	Although we cannot predict future claims.			
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.	___ / ___ / 2022			
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:		

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:			
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:	Unpaid service charge arrears, please see the attached statement of account		

SECTION 7: GENERAL

7.1	How many other properties are there in the Managed Area?	17		
7.2	Are they all leased on leases with similar terms?	☑ Yes	☐ No	☐ Not Known
7.2.1	If No, provide details:			
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*	

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 ☐ Landlord's lawyer provides ☐ Please supply draft	☐ To follow	☑ N/A
8.10	Any required Deed of Covenant:	☑ Enclosed ☐ Landlord's lawyer provides ☐ Please supply draft	☐ To follow	☐ N/A
8.11	Any Certificate of Compliance:	☐ Enclosed ☐ Landlord's lawyer provides ☐ Please supply draft	☑ To follow Fee £ 90+VAT	☐ N/A
8.12	Any required Licence to Assign:	☐ Enclosed ☐ Landlord's lawyer provides ☐ Please supply draft	☐ To follow	☑ 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.

Signe [redacted]	Dated 09/11/2026 .....
Print N ..... Company: Seraph Property Management	*Please tick as applicable below, to confirm the capacity in which the answers are given.* ☑ Managing Agent ☐ Management Company ☐ Landlord ☐ 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.

SHIRE HALL

SERVICE CHARGE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2025

Shire Hall

Income and Expenditure for the Year Ended 31 December 2025

	Total Budget	Total Actual	Variance
Income	**£**	**£**	**£**
Service Charges Receivable	70,678.00	70,678.07	(0.07)
Insurance	21,500.00	21,500.00	0.00
Other income	0.00	0.00	0.00
Total Income	**92,178.00**	**92,178.07**	**(0.07)**
Expenses			
Schedule A - Shared Expenses			
Maintenance			
Gardening	3,000.00	2,055.07	944.93
External Maintenance	650.00	0.00	650.00
Gully Clearing	0.00	0.00	0.00
Cleaning			
Litter Pick	0.00	0.00	0.00
Waste Management	800.00	1,120.64	(320.64)
Bills			
Electricity	0.00	0.00	0.00
AGM meeting room	0.00	0.00	0.00
Capital Items			
Algae treatment and Removal	550.00	0.00	550.00
Total Schedule A	**5,000.00**	**3,175.72**	**1,824.28**
Schedule B - Building Insurance			
Insurance			
Building Insurance	21,500.00	19,567.17	1,932.83
Total Schedule B	**21,500.00**	**19,567.17**	**1,932.83**
Schedule C - Block Expenses			
Maintenance			
Door Entry System Maintenance	300.00	25.92	274.08
External Repairs and Maintenance	6,000.00	5,580.00	420.00
Internal Repairs and Maintenance	3,000.00	2,957.94	42.06
Lift Repairs/Call outs	6,000.00	5,469.00	531.00
Car Park Cleaning	650.00	0.00	650.00
Servicing			
Lift Servicing	1,600.00	1,151.72	448.28
Compliance			
AOV Servicing	300.00	0.00	300.00
Emergency Lighting Servicing	150.00	132.00	18.00
Fire Risk Assessment	400.00	791.40	(391.40)
Fire Panel / Alarm Servicing	300.00	371.98	(71.98)
Health & Safety Assessment	150.00	479.52	(329.52)
Annual Asbestos management survey	200.00	0.00	200.00
Cleaning			
Monthly Clean	8,400.00	13,160.00	(4,760.00)
Window Cleaning	860.00	440.00	420.00
Gutter Clearance	3,000.00	3,128.40	(128.40)

Shire Hall

Income and Expenditure for the Year Ended 31 December 2025

	Total Budget	Total Actual	Variance
Bills			
Electricity	1,200.00	1,008.06	191.94
Finance and Professional			
Accounts Fee	600.00	600.00	0.00
Engineering Insurance	600.00	373.24	226.76
Terrorism Insurance	0.00	504.65	(504.65)
Property Management Fee	4,968.00	4,968.00	0.00
Total Schedule C	**38,678.00**	**41,141.83**	**(2,463.83)**
Total Expense	**65,178.00**	**63,884.72**	**1,293.28**
Reserves and Capital items			
Capital Items			
Major work	0.00	0.00	0.00
Reserves			
Reserves (Schedule A)	0.00	0.00	0.00
Reserves (Schedule C)	27,000.00	27,000.00	0.00
Total Reserves and Capital items	**27,000.00**	**27,000.00**	**0.00**
Net Surplus / (Deficit) for the year	0.00	1,293.35	(1,293.35)

Shire Hall

Balance Sheet as at 31 December 2025

		2025	2024
Assets	**Notes**	**£**	**£**
Cash at Bank	2	63,744.07	125,679.52
Service Charge Debtors		94,999.66	320,650.48
Trade Debtors	5	4,772.79	3,952.81
Prepayments	3	20,866.07	17,576.56
		184,382.59	**467,859.37**
Less: Liabilities			
Accruals	4	2,066.71	3,731.53
Creditors	4	21,605.34	0.00
Service Charge Paid in Advance		9,912.48	979.29
Fees collected not paid		0.00	0.00
Surplus float		1,293.35	0.00
		34,877.88	**4,710.82**
Net Assets		**149,504.71**	**463,148.55**
Reserves and Capital Items			
Major Works - Roof		36,093.65	389,237.50
Reserves		100,911.05	73,911.05
Lift Reserves		5,000.00	0.00
External Maintanace Reserves		5,500.00	0.00
Internal Maintanace Reserves		2,000.00	0.00
Total Reserves and Capital Items		**149,504.70**	**463,148.55**

Shire Hall

Notes to the Service Charge Accounts for the year ended 31st December 2025

1 **Accounting Policies**

The accounts are prepared in accordance with the provision of the lease or transfer and on the accrual basis.

2 Bank Account

Service Charge monies are held in Trust in accordance with Section 42 of the Landlord and Tenant Act 1987 and the Lease. Interest earned on Service Charge monies held on deposit is received gross and is taxable at the basic rate of income tax. The rate of tax applied to interest received during the year was 0% as it was under the deminimus threshold.

Service charge monies were held in Trust at Barclays Bank PLC, 42 Wellfield Rd, Cardiff CF24 3YR under the title of Seraph Estates Cardiff Limited - Block Client Account.

Current Account: 53015181

3 Prepayments

Costs relating to future periods but paid for during the current period.

Building Insurance	£17,789.62
Terrorism Insurance	£448.81
Engineering Insurance	£87.00
Electricity	£2,540.64
	£20,866.07

4 Accruals & Creditors

Costs relating to this or previous periods but not yet paid.

Electricity		£1,104.55
Weekly Clean		£1,130.00
Gardening		£397.80
Major Work Cost		£19,863.84
Lift Servicing		£575.86
Accounts Fee	2025	£600.00
		£23,672.05

5 Trade Debtors

Shared services recharged to other blocks

County Chambers	2023	£820.29
County Chambers	2024	£599.03
County Chambers	2025	£819.98
Queens portion of Building Insurance	2019/2020	£2,533.48
		£4,772.79

6 Annual Declaration of Managing Agent

In line with RICS and ARMA codes of conduct relating to Service Charge Residential Management which are recognised by the Secretary of State, ARMA Consumer Charter and Standards, all income and related income or other benefits in relation to Service Charge must be declared annually. Some items contained in the Service Charge Accounts may be carried out by Seraph Estates Cardiff Limited.

There are certain services that are excluded from our Management Fee, and charged 'at the time' if such services are used. Where those services are required and delivered, they will be billed at the time in accordance with Management Agreement.

Seraph Estates Cardiff Limited may receive an income from the following services: Professional Services (risk management, insurance valuations, planned maintenance reports, supervision of works), insurance broking (fee paid by the broker directly and used to cover cost of administering insurance and handling of claims), maintenance, debt collection services, credit control services, service charge accounts, company secretary, and solicitor enquiries services. For services that Seraph Estates Cardiff Limited provides, invoices are included and form part of the expenditure reported within these financial statements.

Data protection is an important part of our organisation's practices and procedures. For details of our approach to data protection, read our policy on how we'll handle your personal data at https://www.seraph.pm/privacy-policy/

7 Notice issued pursuant to section 20B of the Landlord and Tenant Act 1985

In accordance with Section 20 (b) 2, Landlord & Tenant Act 1985, these costs totaling £ 90,884.72, have been incurred for the period 01/01/2025 to 31/12/2025 and the lessees will be required under the terms of their lease to contribute to them by the payment of a service charge.

I approve the service charge accounts for the year ended 31st December 2025 and confirm all relevant records and information has been made available.

For and on behalf of Shire Hall:

Name:

Signature:

Date:

SHIRE HALL

SERVICE CHARGE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

Shire Hall

Income and Expenditure for the Year Ended 31 December 2024

	Total Budget	Total Actual	Variance
Income	**£**	**£**	**£**
Service Charges Receivable	68,577.93	68,577.98	(0.05)
Insurance	18,800.00	18,800.02	(0.02)
Other income	0.00	12.95	(12.95)
Total Income	**87,377.93**	**87,390.95**	**(13.02)**
Expenses			
Schedule A - Shared Expenses			
Maintenance			
Gardening	1,871.11	1,840.36	30.75
External Maintenance	434.37	0.00	434.37
Gully Clearing	267.30	0.00	267.30
Cleaning			
Litter Pick	0.00	0.00	0.00
Waste Management	1,470.16	293.07	1,177.09
Bills			
Electricity	367.54	0.00	367.54
AGM meeting room	0.00	0.00	0.00
Capital Items			
Algae treatment and Removal	367.54	0.00	367.54
Total Schedule A	**4,778.02**	**2,133.43**	**2,644.59**
Schedule B - Building Insurance			
Insurance			
Building Insurance	18,800.00	17,389.11	1,410.89
Total Schedule B	**18,800.00**	**17,389.11**	**1,410.89**
Schedule C - Block Expenses			
Maintenance			
Door Entry System Maintenance	300.00	48.33	251.67
External Repairs and Maintenance	5,400.00	5,400.00	0.00
Internal Repairs and Maintenance	4,000.00	647.99	3,352.01
Lift Repairs/Call outs	6,000.00	6,000.00	0.00
Window repairs/replacement	0.00	0.00	0.00
Car Park Cleaning	650.00	0.00	650.00
Servicing			
Lift Servicing	1,600.00	0.00	1,600.00
Compliance			
AOV Servicing	300.00	0.00	300.00
Electrical Safety	0.00	0.00	0.00
Emergency Lighting Servicing	108.00	120.00	(12.00)
Fire Risk Assessment	650.00	307.20	342.80
Fire Panel / Alarm Servicing	216.00	257.98	(41.98)
Health & Safety Assessment	150.00	0.00	150.00
Lightning Protection Servicing	0.00	0.00	0.00
Annual Asbestos management survey	300.00	180.00	120.00
Cleaning			

Shire Hall

Income and Expenditure for the Year Ended 31 December 2024

	Total Budget	Total Actual	Variance
Monthly Clean	7,200.00	9,341.00	(2,141.00)
Window Cleaning	860.00	430.00	430.00
Gutter Clearance	1,800.00	1,440.00	360.00
Bills			
Electricity	1,200.00	330.32	869.68
Finance and Professional			
Accounts Fee	0.00	600.00	(600.00)
Directors and Officers Liability Insurance	0.00	0.00	0.00
Engineering Insurance	620.00	530.28	89.72
Terrorism Insurance	0.00	56.67	(56.67)
Legal Fees	0.00	0.00	0.00
Postage and Stationary	0.00	0.00	0.00
Property Management Fee	4,644.00	4,644.00	0.00
Surveyor Fees	0.00	0.00	0.00
Total Schedule C	**35,998.00**	**30,333.77**	**5,664.23**
Total Expense	**59,576.02**	**49,856.31**	**9,719.71**
Reserves and Capital items			
Capital Items			
Major work	0.00	0.00	0.00
Reserves			
Reserves (Schedule A)	801.91	801.91	0.00
Reserves (Schedule C)	27,000.00	27,000.00	0.00
Total Reserves and Capital items	**27,801.91**	**27,801.91**	**0.00**
Net Surplus / (Deficit) for the year	(0.00)	9,732.73	(9,732.73)

Shire Hall

Balance Sheet as at 31 December 2023

		2024	2023
Assets	**Notes**	**£**	**£**
Cash at Bank	2	125,679.52	21,823.33
Service Charge Debtors		320,650.48	621,583.26
Trade Debtors	5	3,952.81	3,353.77
Prepayments	3	17,576.56	15,041.25
		467,859.37	**661,801.61**
Less: Liabilities			
Accruals	4	3,731.53	11,081.10
Service Charge Paid in Advance		979.29	1,016.86
Fees collected not paid		0.00	0.00
Surplus float		0.00	16,111.47
		4,710.82	**28,209.43**
Net Assets		**463,148.55**	**633,592.18**
Reserves and Capital Items			
Major Works - Roof		389,237.50	587,483.04
Reserves		73,911.05	46,109.14
Total Reserves and Capital Items		**463,148.55**	**633,592.18**

Shire Hall

Notes to the Service Charge Accounts for the year ended 31st December 2024

1 **Accounting Policies**

The accounts are prepared in accordance with the provision of the lease or transfer and on the accrual basis.

2 Bank Account

Service Charge monies are held in Trust in accordance with Section 42 of the Landlord and Tenant Act 1987 and the Lease. Interest earned on Service Charge monies held on deposit is received gross and is taxable at the basic rate of income tax. The rate of tax applied to interest received during the year was 0% as it was under the deminimus threshold.

Service charge monies were held in Trust at Barclays Bank PLC, 42 Wellfield Rd, Cardiff CF24 3YR under the title of Seraph Estates Cardiff Limited - Block Client Account.

Current Account:	53015181

3 Prepayments

Costs relating to future periods but paid for during the current period.

Building Insurance	£17,128.70
Terrorism Insurance	£447.86
	£17,576.56

4 Accruals

Costs relating to this or previous periods but not yet paid.

Gardening		£198.90
External Repairs and Maintenance		£53.10
Weekly Clean		£1,175.00
Terrorism Insurance		£504.53
Accounts Fee	2022	£600.00
Accounts Fee	2023	£600.00
Accounts Fee	2024	£600.00
		£3,731.53

5 Trade Debtors

Shared services recharged to other blocks

County Chambers	2023	£820.29
County Chambers	2024	£599.03
Queens portion of Building Insurance	2019/2020	£2,533.48
		£3,952.80

6 Annual Declaration of Managing Agent

In line with RICS and ARMA codes of conduct relating to Service Charge Residential Management which are recognised by the Secretary of State, ARMA Consumer Charter and Standards, all income and related income or other benefits in relation to Service Charge must be declared annually. Some items contained in the Service Charge Accounts may be carried out by Seraph Estates Cardiff Limited.

There are certain services that are excluded from our Management Fee, and charged 'at the time' if such services are used. Where those services are required and delivered, they will be billed at the time in accordance with Management Agreement.

Seraph Estates Cardiff Limited may receive an income from the following services: Professional Services (risk management, insurance valuations, planned maintenance reports, supervision of works), insurance broking (fee paid by the broker directly and used to cover cost of administering insurance and handling of claims), maintenance, debt collection services, credit control services, service charge accounts, company secretary, and solicitor enquiries services. For services that Seraph Estates Cardiff Limited provides, invoices are included and form part of the expenditure reported within these financial statements.

Data protection is an important part of our organisation's practices and procedures. For details of our approach to data protection, read our policy on how we'll handle your personal data at https://www.seraph.pm/privacy-policy/

7 Notice issued pursuant to section 20B of the Landlord and Tenant Act 1985

In accordance with Section 20 (b) 2, Landlord & Tenant Act 1985, these costs totaling £ 77,658.22, have been incurred for the period 01/01/2024 to 31/12/2024 and the lessees will be required under the terms of their lease to contribute to them by the payment of a service charge.

I approve the service charge accounts for the year ended 31st December 2024 and confirm all relevant records and information has been made available.

For and on behalf of Shire Hall:

Name:

Signature:

Date:

SHIRE HALL

SERVICE CHARGE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

Shire Hall

Income and Expenditure for the Year Ended 31 December 2023

	Total Budget	Total Actual	Variance
Income	**£**	**£**	**£**
Service Charges Receivable	53,169.72	53,169.76	(0.04)
Insurance	15,399.38	15,399.39	(0.01)
Major work	348,075.00	348,074.98	0.02
Service charge - Prior year Adj	0.00	1,340.91	(1,340.91)
Total Income	**416,644.10**	**417,985.04**	**(1,340.94)**
Expenses			
Schedule A - Shared Expenses			
Maintenance			
Gardening	1,424.25	1,542.19	(117.94)
External Maintenance	445.08	253.66	191.42
Gully Clearing	178.03	0.00	178.03
Cleaning			
Litter Pick	0.00	0.00	0.00
Waste Management	1,669.04	880.43	788.61
Bills			
Electricity	400.57	0.00	400.57
AGM meeting room	0.00	0.00	0.00
Capital Items			
Algae treatment and Removal	370.90	111.27	259.63
Total Schedule A	**4,695.57**	**2,787.56**	**1,908.01**
Schedule B - Building Insurance			
Insurance			
Building Insurance	15,399.38	15,534.78	(135.40)
Total Schedule B	**15,399.38**	**15,534.78**	**(135.40)**
Schedule C - Block Expenses			
Maintenance			
Door Entry System Maintenance	300.00	180.00	120.00
External Maintenance	5,000.00	193.00	4,807.00
Internal Maintenance	5,736.00	6,285.72	(549.72)
Lift Repairs/Call outs	7,000.00	6,330.00	670.00
Window repairs/replacement	0.00	0.00	0.00
Servicing			
Lift Servicing	1,600.00	47.09	1,552.91
Compliance			
AOV Servicing	300.00	0.00	300.00
Electrical Safety	400.00	0.00	400.00
Emergency Lighting Servicing	300.00	108.00	192.00
Fire Risk Assessment	594.00	594.00	0.00
Fire Panel / Alarm Servicing	450.00	251.97	198.03
Health & Safety Assessment	150.00	0.00	150.00
Lightning Protection Servicing	0.00	0.00	0.00
Annual Asbestos management survey	300.00	0.00	300.00
Cleaning			
Cleaning	6,552.00	6,730.50	(178.50)
Window Cleaning	1,209.00	615.00	594.00

Shire Hall

Income and Expenditure for the Year Ended 31 December 2023

	Total Budget	Total Actual	Variance
Gutter Clearance	1,200.00	1,800.00	(600.00)
Bills			
Electricity	1,200.00	350.92	849.08
Finance and Professional			
Accounts Fee	0.00	600.00	(600.00)
Engineering Insurance	525.00	0.00	525.00
Legal Fees	0.00	0.00	0.00
Postage and Stationary	0.00	0.00	0.00
Property Management Fee	4,118.00	4,118.04	(0.04)
Surveyor Fees	0.00	0.00	0.00
Total Schedule C	**37,584.00**	**28,204.24**	**9,379.76**
Total Expense	**57,678.95**	**46,526.58**	**11,152.37**
Reserves and Capital items			
Capital Items			
Major work	348,075.00	348,074.98	0.02
Reserves			
Reserves (Schedule A)	890.15	890.15	0.00
Reserves (Schedule C)	10,000.00	10,000.00	0.00
Total Reserves and Capital items	**358,965.15**	**358,965.13**	**0.02**
Net Surplus / (Deficit) for the year	(0.00)	12,493.33	(12,493.33)

Shire Hall

Balance Sheet as at 31 December 2023

		2023	2022
Assets	**Notes**	**£**	**£**
Cash at Bank	2	21,823.33	44,604.61
Service Charge Debtors		621,583.26	335,868.16
Trade Debtors	5	3,353.77	0.00
Prepayments	3	15,041.25	13,479.45
		661,801.61	**393,952.22**
Less: Liabilities			
Accruals	4	11,081.10	1,442.50
Service Charge Paid in Advance		1,016.86	936.19
Fees collected not paid		0.00	0.00
Surplus float		16,111.47	3,618.14
		28,209.43	**5,996.83**
Net Assets		**633,592.18**	**387,955.39**
Reserves and Capital Items			
Major Works - 2024		587,483.04	352,736.40
Reserves		46,109.14	35,218.99
Total Reserves and Capital Items		**633,592.18**	**387,955.39**

Shire Hall

Notes to the Service Charge Accounts for the year ended 31st December 2023

1 **Accounting Policies**

The accounts are prepared in accordance with the provision of the lease or transfer and on the accrual basis.

2 Bank Account

Service Charge monies are held in Trust in accordance with Section 42 of the Landlord and Tenant Act 1987 and the Lease. Interest earned on Service Charge monies held on deposit is received gross and is taxable at the basic rate of income tax. The rate of tax applied to interest received during the year was 0% as it was under the deminimus threshold.

Service charge monies were held in Trust at Barclays Bank PLC, 42 Wellfield Rd, Cardiff CF24 3YR under the title of Seraph Estates Cardiff Limited - Block Client Account.

Current Account: [redacted]

3 Prepayments

Costs relating to future periods but paid for during the current period.

Building Insurance	£15,041.25
	£15,041.25

4 Accruals

Costs relating to this or previous periods but not yet paid.

Gardening		£189.00
Internal Repairs and Maintenance		£3,327.60
Weekly Clean		£34.50
Lift Repairs/Call Outs		£6,330.00
Accounts Fee	2022	£600.00
Accounts Fee	2023	£600.00
		£11,081.10

5 Trade Debtors

Shared services recharged to other blocks

County Chambers	2023	£820.29
Queens portion of Building Insurance	2019/2020	£2,533.48
		£3,353.77

6 Annual Declaration of Managing Agent

In line with RICS and ARMA codes of conduct relating to Service Charge Residential Management which are recognised by the Secretary of State, ARMA Consumer Charter and Standards, all income and related income or other benefits in relation to Service Charge must be declared annually. Some items contained in the Service Charge Accounts may be carried out by Seraph Estates Cardiff Limited.

There are certain services that are excluded from our Management Fee, and charged 'at the time' if such services are used. Where those services are required and delivered, they will be billed at the time in accordance with Management Agreement.

Seraph Estates Cardiff Limited may receive an income from the following services: Professional Services (risk management, insurance valuations, planned maintenance reports, supervision of works), insurance broking (fee paid by the broker directly and used to cover cost of administering insurance and handling of claims), maintenance, debt collection services, credit control services, service charge accounts, company secretary, and solicitor enquiries services. For services that Seraph Estates Cardiff Limited provides, invoices are included and form part of the expenditure reported within these financial statements.

Data protection is an important part of our organisation's practices and procedures. For details of our approach to data protection, read our policy on how we'll handle your personal data at https://www.seraph.pm/privacy-policy/

I approve the service charge accounts for the year ended 31st December 2023 and confirm all relevant records and information has been made available.

For and on behalf of Shire Hall:

Name:

Signature:

Date:

PROPERTY MANAGEMENT
1, St Martins Row, Cardiff, CF24 3RP
info@seraph.pm; 02921 671444
Accounts: accounts@seraph.pm
www.seraph.pm

Seraph Property Management
02921 671444
BLOCKS@SERAPH.PM

Jan 2026 / Dec 2026 Budget

Shire Hall
Pentonville, Newport, NP20 5HB

Totals per Schedule

Schedule	Total Amount
Common Schedule - Shire, County & Queens	£3,968.62
Shire Hall Only Schedule	£41,379.00
Total	**£45,347.62**

Common Schedule - Shire, County & Queens

CATEGORY	AMOUNT
Capital Items	**£407.99**
Algae treatment and removal	£407.99
Cleaning	**£593.44**
Waste Management	£593.44
Maintenance	**£2,967.19**
External Repairs and Maintenance	£741.80
Gardening	£2,225.39
Total	**£3,968.62**

Shire Hall Only Schedule

CATEGORY	AMOUNT
Cleaning	**£13,050.00**
Car Park Jet Wash	£650.00
Gutter Clearance	£3,000.00
Weekly Clean	£8,400.00
Window Cleaning	£1,000.00
Compliance	**£2,660.00**
Annual Asbestos management survey	£200.00
AOV Servicing	£300.00
Electrical Safety	£1,000.00
Emergency Lighting Servicing	£150.00
Fire Panel / Alarm Servicing	£400.00
Fire Risk Assessment	£450.00
Health & Safety Assessment	£160.00
Finance	**£5,784.00**
Accountant	£600.00
Property Management Fee	£5,184.00
Insurance	**£810.00**
D&O Insurance	£210.00
Engineering Insurance	£600.00
Maintenance	**£14,775.00**
Door Entry System Maintenance	£275.00
External Repairs and Maintenance	£3,000.00
Internal Repairs and Maintenance	£6,000.00
Lift Repairs/Call Outs	£5,500.00
Reserve Funds	**£1,500.00**

Reserve Funds		£1,500.00
Servicing		**£1,600.00**
Lift Servicing		£1,600.00
Utilities		**£1,200.00**
Electricity		£1,200.00
	Total	**£41,379.00**

Seraph
PROPERTY MANAGEMENT
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www.seraph.pm

[redacted]

Statement

Flat 12
Shire Hall, Pentonville, Newport,
NP20 5HB

From 01 January 2019 to 09 November 2026

Date	Description	Credit	Debit	Balance
30 April 2019	Opening Balance	£0.00	£0.00	£0.00
09 July 2019	Service charge for the period starting on 1 Jul 2019 to 31 Dec 2019	£0.00	£1,273.40	£1,273.40
17 July 2019	2019 Ground Rent July-December 2019	£0.00	£175.00	£1,448.40
29 July 2019	TAYLOR A 002-SH-F12 BGC	£1,273.40	£0.00	£175.00
29 July 2019	TAYLOR A 78E1899D-SH-F12 BGC	£175.00	£0.00	£0.00
19 December 2019	Insurance for the period starting on 11 Nov 2019 to 10 Nov 2020	£0.00	£418.18	£418.18
19 December 2019	Service charge for the period starting on 1 Jan 2020 to 30 Jun 2020	£0.00	£1,511.53	£1,929.71
10 January 2020	2020 Shire Hall Ground Rent for the period 1 Jan - 30 June 2020	£0.00	£175.00	£2,104.71
27 January 2020	[redacted] A BA5BB949-SH-F12 BGC	£175.00	£0.00	£1,929.71
27 January 2020	[redacted] A Inv: 004-SH-F12 BGC	£1,511.53	£0.00	£418.18
27 January 2020	[redacted] A Inv: 005-SH-F12 BGC	£418.18	£0.00	£0.00
11 June 2020	Ground rent for the period of 1 July - 31 December 2020	£0.00	£175.00	£175.00
11 June 2020	Service charge for the period starting on 1 Jul 2020 to 31 Dec 2020	£0.00	£1,511.53	£1,686.53
09 July 2020	[redacted] A C11EC07C-SH-F12 BGC	£175.00	£0.00	£1,511.53
08 August 2020	[redacted] A 007-SH-F12 BGC	£1,511.53	£0.00	£0.00
25 May 2021	Building Insurance for the period starting on 1 Jan 2021 to 31 Dec 2021	£0.00	£717.03	£717.03
25 May 2021	Ground Rent for the period starting on 1 Jan 2021 to 30 Jun 2021	£0.00	£175.00	£892.03

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25 May 2021	Section 20 Cost	£0.00	£19,617.10	£20,509.13
25 May 2021	Service charge for the period starting on 1 Jan 2021 to 30 Jun 2021	£0.00	£1,350.58	£21,859.71
07 June 2021	[redacted] A 010-SH-F12 BGC	£175.00	£0.00	£21,684.71
07 June 2021	[redacted] A 011-SH-F12 BGC	£717.03	£0.00	£20,967.68
14 June 2021	Ground Rent for the period starting on 1 Jul 2021 to 31 Dec 2021	£0.00	£175.00	£21,142.68
14 June 2021	Section 20 Cost	£0.00	£19,617.10	£40,759.78
14 June 2021	Service charge for the period starting on 1 Jul 2021 to 31 Dec 2021	£0.00	£1,350.58	£42,110.36
22 June 2021	[redacted] 012-SH-F12	£175.00	£0.00	£41,935.36
19 July 2021	[redacted] 009-SH-F12	£1,350.58	£0.00	£40,584.78
19 July 2021	[redacted] 009-SH-F12	£2,305.99	£0.00	£38,278.79
19 July 2021	[redacted] 013-SH-F12	£2,305.99	£0.00	£35,972.80
19 July 2021	[redacted] 013-SH-F12	£1,350.58	£0.00	£34,622.22
20 December 2021	Ground Rent for the period starting on 1 Jan 2022 to 30 Jun 2022	£0.00	£175.00	£34,797.22
20 December 2021	Insurance for the period starting on 1 Jan 2022 to 31 Dec 2022	£0.00	£996.76	£35,793.98
21 December 2021	Service charge for the period starting on 1 Jan 2022 to 30 Jun 2022	£0.00	£1,619.19	£37,413.17
14 January 2022	[redacted] A 016-SH-F12 BGC	£1,619.19	£0.00	£35,793.98
14 January 2022	[redacted] A 8C6B6B1B-SH-F12 BGC	£175.00	£0.00	£35,618.98
14 January 2022	[redacted] A A7A09AE3-SH-F12 BGC	£996.76	£0.00	£34,622.22
14 June 2022	Ground Rent for the period starting on 1 Jul 2022 to 31 Dec 2022	£0.00	£175.00	£34,797.22
14 June 2022	Service charge for the period starting on 1 Jul 2022 to 31 Dec 2022	£0.00	£1,619.19	£36,416.41
27 June 2022	[redacted] A 018-SH-F12 BGC	£1,619.19	£0.00	£34,797.22
27 June 2022	[redacted] A 9DC80E4B-SH-F12 BGC	£175.00	£0.00	£34,622.22
19 December 2022	Ground Rent for the period starting on 1 Jan 2023 to 30 Jun 2023	£0.00	£175.00	£34,797.22

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19 December 2022	Service charge for the period starting on 1 Jan 2023 to 30 Jun 2023	£0.00	£2,830.49	£37,627.71
19 December 2022	Service charge for the period starting on 1 Jan 2023 to 31 Dec 2023	£0.00	£1,639.57	£39,267.28
04 January 2023	Section 20 Cost	£0.00	£37,059.55	£76,326.83
04 January 2023	[redacted] 019-SH-F12	£2,830.49	£0.00	£73,496.34
04 January 2023	BED34486-	£175.00	£0.00	£73,321.34
25 January 2023	020-SH-F12	£1,639.57	£0.00	£71,681.77
07 June 2023	e for the period starting on 1 Jul 2023 to 31 Dec 2023	£0.00	£2,830.49	£74,512.26
15 June 2023	Ground Rent for the period starting on 1 July 2023 to 31 Dec 2023	£0.00	£175.00	£74,687.26
20 June 2023	[redacted] 023-SH-F12	£2,830.49	£0.00	£71,856.77
20 June 2023	045CD36B-	£175.00	£0.00	£71,681.77
27 December 2023	Building Insurance for the period starting on 1 Jan 2024 to 31 Dec 2024	£0.00	£2,001.64	£73,683.41
27 December 2023	Ground Rent for the period starting on 1 Jan 2024 to 30 Jun 2024	£0.00	£175.00	£73,858.41
27 December 2023	Service charge for the period starting on 1 Jan 2024 to 30 Jun 2024	£0.00	£3,650.75	£77,509.16
03 January 2024	[redacted] 3D1E0726-	£175.00	£0.00	£77,334.16
31 January 2024	026-SH-F12	£3,650.00	£0.00	£73,684.16
04 March 2024	027-SH-F12	£2,001.64	£0.00	£71,682.52
01 May 2024	Section 20 Settlement - Credit	£19,866.56	£0.00	£51,815.96
20 May 2024	Door Key	£0.00	£12.95	£51,828.91
20 May 2024	TAYLOR A 12 SH Key BGC	£12.95	£0.00	£51,815.96
24 June 2024	Ground Rent for the period starting on 1 July 2024 to 31 Dec 2024	£0.00	£175.00	£51,990.96
24 June 2024	Service charge for the period starting on 1 Jul 2024 to 31 Dec	£0.00	£3,650.75	£55,641.71
01 July 2024	[redacted] EE79877B-	£175.00	£0.00	£55,466.71

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01 July 2024	[redacted]	S20-SH-F12	£12,953.80	£0.00	£42,512.91
21 August 2024		F12SHS20	£1,801.86	£0.00	£40,711.05
21 August 2024		F12SHS20	£2,516.11	£0.00	£38,194.94
19 September 2024		031-SH-F12	£3,650.75	£0.00	£34,544.19
19 September 2024		F12SHS20	£4,317.93	£0.00	£30,226.26
17 October 2024		F12SHS20	£4,317.93	£0.00	£25,908.33
20 November 2024		S20-SH-F12	£4,317.93	£0.00	£21,590.40
23 December 2024		S20-SH-F12	£4,317.93	£0.00	£17,272.47
06 January 2025	Building Insurance for the period starting on 1 Jan 2025 to 31 Dec 2025		£0.00	£2,289.10	£19,561.57
06 January 2025	Ground Rent for the period starting on 1 Jan 2025 to 30 Jun 2025		£0.00	£175.00	£19,736.57
06 January 2025	Service charge for the period starting on 1 Jan 2025 to 30 Jun		£0.00	£3,762.55	£23,499.12
13 January 2025	[redacted]	51FA8EED-	£175.00	£0.00	£23,324.12
24 January 2025		S20-SH-F12	£4,317.93	£0.00	£19,006.19
07 February 2025		032-SH-F12	£3,762.55	£0.00	£15,243.64
24 February 2025		S20-SH-F12	£12,953.79	£0.00	£2,289.85
27 March 2025		31EC4549-	£2,289.10	£0.00	£0.75
08 April 2025	HOWELLS LEGAL LIMI FLAT 12 SHIRE HALL BG		£432.00	£0.00	-£431.25
08 April 2025	Sales Pack Fee		£0.00	£432.00	£0.75
02 June 2025	Ground Rent for the period starting on 1 Jul 2025 to 31 Dec 2025		£0.00	£175.00	£175.75
03 June 2025	Service charge for the period starting on 1 Jul 2025 to 31 Dec 2025		£0.00	£3,762.55	£3,938.30
22 August 2025	[redacted]	431FA45A-	£175.00	£0.00	£3,763.30
10 September 2025		036-SH-F12	£3,762.55	£0.00	£0.75
29 December 2025	nce for the period starting on 1 Jan 2026 to 31 Dec 2026		£0.00	£2,214.58	£2,215.33

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29 December 2025	Ground Rent for the period starting on 1 Jan 2026 to 30 Jun 2026	£0.00	£175.00	£2,390.33
29 December 2025	Service charge for the period starting on 1 Jan 2026 to 30 Jun 2026	£0.00	£2,414.08	£4,804.41
19 January 2026	[redacted]EC8183AD-SH-12	£175.00	£0.00	£4,629.41
11 February 2026	[redacted]040-SH-F12 BGC	£2,414.08	£0.00	£2,215.33
20 March 2026	[redacted]EA06E4F2-SH-F12	£1,214.58	£0.00	£1,000.75
08 June 2026	Ground Rent for the period starting on 1 Jul 2026 to 31 Dec 2026	£0.00	£175.00	£1,175.75
08 June 2026	Service charge for the period starting on 1 Jul 2026 to 31 Dec 2026	£0.00	£2,414.08	£3,589.83
09 June 2026	[redacted]253EDF35-SH-F12	£175.00	£0.00	£3,414.83
09 June 2026	[redacted]EA06E4F2-SH-F12	£0.58	£0.00	£3,414.25
09 June 2026	[redacted]EA06E4F2-SH-F12	£1,000.00	£0.00	£2,414.25
09 July 2026	[redacted]042-SH-F12 BGC	£0.17	£0.00	£2,414.08
09 July 2026	[redacted]042-SH-F12 BGC	£2,413.91	£0.00	£0.17
	Totals	**£125,192.13**	**£125,192.30**	**£0.17**

Pursuant to the Landlord and Tenant Act 1987 sections 47 and 48 that your Landlord's name and registered address is REDI-94 LIMITED, C/O Accounted For Ltd, Unit 2 Riverbridge Business Centre, Rhymney River Bridge Road, Cardiff, CF23 9FP, Wales. registration number No: 04380939 and all notices (including notice of proceedings) should be served upon the landlord at their stated registered office address C/O Accounted For Ltd, Unit 2 Riverbridge Business Centre, Rhymney River Bridge Road, Cardiff, CF23 9FP, Wales.

FILE COPY

CERTIFICATE OF INCORPORATION

OF A PRIVATE LIMITED COMPANY

Company No. 4380939

The Registrar of Companies for England and Wales hereby certifies that

REDI-94 LIMITED

is this day incorporated under the Companies Act 1985 as a private company and that the company is limited.

Given at Companies House, Cardiff, the 25th February 2002

N04380939N

THE OFFICIAL SEAL OF THE REGISTRAR OF COMPANIES

Companies House
— *for the record* —

HC007B

PEAPOD SOLUTIONS LTD.

12

Declaration on application for registration

Please complete in typescript, or in bold black capitals.

CHFP004

Company Name in full REDI-94 LIMITED

[redacted]

do solemnly and sincerely declare that I am a [Solicitor engaged in the formation of the company] [person named as director or secretary of the company in the statement delivered to the Registrar under section 10 of the Companies Act 1985] and that all the requirements of the Companies Act 1985 in respect of the registration of the above company and of matters precedent and incidental to it have been complied with.

† Please delete as appropriate.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

Declarant's signature [redacted]

Declared at [redacted]

	Day	Month	Year
On	21	02	2002

before me** [redacted]

** Please print name.

Signed [redacted] **Date** 21/02/2002

† ~~A Commissioner for Oaths or Notary Public or Justice of the Peace or~~ Solicitor

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

[redacted]

A17 *ASLAMSJA* COMPANIES HOUSE 0170 22/02/02

Form revised June 1998

When you have completed and signed the form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff
for companies registered in England and Wales

or

Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB
for companies registered in Scotland **DX 235 Edinburgh**

Peapod Solutions Ltd.

PEAPOD SOLUTIONS LTD.

4380934

10

Please complete in typescript, or in bold black capitals.

CHFP004

Notes on completion appear on final page

First directors and secretary and intended situation of registered office

Company Name in full REDI-94 LIMITED

Proposed Registered Office

(PO Box numbers only, are not acceptable)

Post town

County / Region

If the memorandum is delivered by an agent for the subscriber(s) of the memorandum mark the box opposite and give the agent's name and address.

Agent's Name

Address

Post town

County / Region

Number of continuation sheets attached

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

When you have completed and signed the form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff
for companies registered in England and Wales

or

Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB
for companies registered in Scotland **DX 235 Edinburgh**

A17 COMPANIES HOUSE 0172 22/02/02

Peapod Solutions Ltd.

Company Secretary (see notes 1-5)

Company name: REDI-94 LIMITED

NAME *Style / Title: | *Honours etc:

* Voluntary details

Forename(s): BERITH (SECRETARIES) LIMITED

Surname:

Previous forename(s):

Previous surname(s):

Address

Usual residential address
For a corporation, give the registered or principal office address.

HAYWOOD HOUSE
DUMFRIES PLACE
Post town: CARDIFF
County / Region: | Postcode: CF10 3GA
Country: WALES

I consent to act as secretary of the company named on page 1

Consent signature [redacted] **Date** 20-2-02

Directors (see notes 1-5)

Please list directors in alphabetical order

NAME *Style / Title: | *Honours etc:

Forename(s): BERITH (NOMINEES) LIMITED

Surname:

Previous forename(s):

Previous surname(s):

Address

Usual residential address
For a corporation, give the registered or principal office address.

HAYWOOD HOUSE
DUMFRIES PLACE
Post town: CARDIFF
County / Region: | Postcode: CF10 3GA
Country: WALES

Date of birth Day Month Year | **Nationality**

Business occupation

Other directorships

I consent to act as director of the company named on page 1

Consent signature [redacted] **Date** 20-2-02

Directors (continued) (see notes 1-5)

NAME *Style / Title | *Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

* Voluntary details

Address

Usual residential address
For a corporation, give the registered or principal office address.

Post town

County / Region | Postcode

Country

Date of birth Day Month Year | **Nationality**

Business occupation

Other directorships

I consent to act as director of the company named on page 1

Consent signature | **Date**

This section must be signed by

Either
an agent on behalf of all subscribers

Signed [redacted] **Date** 20-02-02

***Or* the subscribers**

(i.e. those who signed as members on the memorandum of association).

Signed **Date**

Signed **Date**

Signed **Date**

Signed **Date**

Signed **Date**

Signed **Date**

020192

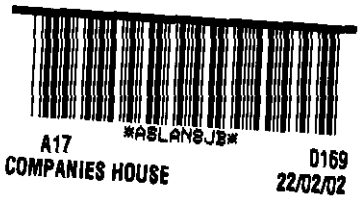
THE COMPANIES ACT 1985

COMPANY LIMITED BY SHARES

MEMORANDUM OF ASSOCIATION

of

REDI-94 LIMITED



062782

1. The name of the Company is Redi-94 Limited.

2. The registered office of the Company will be situate in England and Wales.

3. The objects for which the Company is established are:-

(A) To carry on, participate in, undertake and perform all or any of the business of general merchants and traders, cash and credit traders, manufacturers' agents and representatives, insurance brokers and consultants, estate and advertising agents and contractors, mortgage brokers, financial agents, advisers, managers and administrators, hire purchase and general financiers, brokers and agents, commission agents, marketing and business consultants, general storekeepers, warehousemen, discount traders, mail order specialists, railway, shipping and forwarding agents, shippers, traders, capitalists and financiers either on the Company's own account or otherwise, printers and publishers; haulage and transport contractors, garage proprietors, operators, hirers and letters on hire of, and dealers in motor and other vehicles, craft, plant, machinery, tools and equipment of all kinds, importers and exporters, manufacturers, retailers, wholesalers, buyers, sellers, distributors and shippers of, and dealers in all products, goods, wares, merchandise and produce of every description, to participate in, undertake, perform and carry on all or any kinds of commercial, industrial, trading and financial operations and enterprises; to purchase or otherwise acquire and take over any business or undertakings which may be deemed expedient, or to become interested in and to carry on or dispose of, remove or put an end to the same or otherwise deal with any such business or undertakings as may be thought desirable.

2/18

(B) To carry on any other business or trade which in the opinion of the Board of Directors may be conveniently or advantageously carried on in connection with or as ancillary to any of the above businesses or be calculated directly or indirectly to enhance the value of or render profitable any of the property of the Company or to further any of its objects.

(C) To purchase, take options over, take on lease or in exchange, hire or otherwise acquire and hold for any estate or interest whatsoever any movable or immovable property, whether tangible or intangible and wheresoever situate, which the Board of Directors may think necessary or convenient for the purpose of the Company,

and to improve, manage, construct, repair, develop, exchange, let on lease or otherwise deal with all or any part of the property and rights of the Company.

(D) To build, construct, maintain, develop, alter, enlarge, improve, pull down, remove or replace any buildings, works, roads, railways, tramways, sidings, bridges, reservoirs, shops, stores, factories, plant and machinery necessary or convenient for the business of the Company and to join with any person, firm or company in doing any of the things aforesaid.

(E) To borrow or raise or secure the repayment of moneys raised or borrowed for the purposes of or in connection with the business of the Company in any manner and in particular to issue and deposit any mortgage, charge, standard security, lien or other security upon the whole or any part of the Company's undertakings, property or assets (whether present or future) including its uncalled capital (if any) and to issue at par or at a premium or discount, and for such consideration and with and subject to such rights, powers, privileges and conditions as may be thought fit, debentures or debenture stock, either permanent or redeemable or repayable, and collaterally or further to secure any securities of the Company by a trust deed or other assurance.

(F) To issue and deposit any securities which the Company has power to issue by way of mortgage to secure any sum less than the nominal amount of such securities and also by way of security or guarantee for the performance by the Company or any other person firm or company having dealings with the Company or in whose business or undertakings the Company is interested whether directly or indirectly of any contract or liability undertaken thereby or which may become binding thereon as the case may be.

(G) To lend and advance money or give credit on such terms as may seem expedient and with or without security to customers and others, to enter into guarantees, contracts of indemnity and suretyships of all kinds, to receive money on deposit or loan upon any terms, to secure or guarantee the payment of any sums of money or the performance of any obligation by any company, firm or person including any holding company, subsidiary or fellow subsidiary company in any manner, and generally to act as bankers for customers and others.

(H) To receive money on deposit or loan upon such terms as the Company may approve, and to give guarantees or become security for the obligations and contracts of any person, firm or company including the obligations and contracts of customers.

(I) To invest and deal with the moneys of the Company not immediately required for the purpose of its business in or upon such investments and securities and in such manner as may from time to time to be considered expedient.

(J) To acquire or undertake the whole or any part of the business, goodwill, property, assets and liabilities of any person, firm, or company carrying on or proposing to carry on any of the businesses which the Company is authorised to carry on or

which can be carried on in conjunction therewith or which are capable of being conducted so as directly or indirectly to benefit the Company.

(K) To apply for and take out, register, purchase, or by other means acquire and protect, prolong and renew, whether in the United Kingdom or elsewhere any patents, patent rights, brevets d'invention, licences, secret processes or information, trade marks, designs, protections and concessions and to disclaim, alter, modify, use and turn to account and to manufacture under or grant licences or privileges in respect of the same whether exclusive or non-exclusive, and to expend money in experimenting upon, testing and improving any patents, inventions or rights which the Company may acquire or propose to acquire.

(L) To draw, make, accept, endorse, discount, negotiate, execute and issue cheques, bills of exchange, promissory notes, bills of lading, scrip, warrants, debentures and other negotiable or transferable instruments.

(M) To apply for, promote, and obtain any Act of Parliament, order or licence of the Department of Trade or other authority for enabling the Company to carry any of its objects into effect or for effecting any modification of the Company's constitution, or for any other purpose which may seem calculated directly or indirectly to promote the Company's interests, and to oppose any proceedings or applications which may seem calculated directly or indirectly to prejudice the Company's interests.

(N) To enter any arrangements with any government or authority (supreme, municipal, local, or otherwise) that may seem conducive to the attainment of the Company's objects or any of them, and to obtain from any such government or authority any charters, decrees, rights, privileges or concessions which the Company may think desirable and to carry out, exercise, and comply with any such charters, decrees, rights, privileges, and concessions.

(O) To enter into any partnerships or joint-purchase arrangement or arrangement for sharing profits, union of interest or co-operation with any company, firm or person carrying on or proposing to carry on any business which this Company is authorised to carry on or any business or transaction capable of being conducted so as directly or indirectly to benefit the Company, and to acquire and hold, sell, deal with or dispose of shares, stock or securities of any such company, firm or person and to guarantee the contracts or liabilities of, or the payment of the dividends, interest or capital of any shares, stock or securities of and to subsidise or otherwise assist any such.

(P) To control, manage, finance, subsidise, co-ordinate or otherwise assist any company or companies in which the Company has a direct or indirect financial interest, to provide secretarial, administrative, technical, commercial and other services and facilities of all kinds for any such company or companies and to make payments by way of subvention or otherwise any business or operations of or generally in relation to any such company or companies.

(Q) To subscribe for, take, purchase or otherwise acquire and hold shares stocks, debentures, debenture stocks, bonds or other interests in or securities of any other company having objects altogether or in part similar to those of the Company or carrying on any business capable of being carried on so as directly or indirectly to benefit the Company or enhance the value of any of its property and to co-ordinate, finance and manage the business and operations of any company in which the Company holds any such interest.

(R) To establish finance or promote or concur in establishing financing or promoting any other company for the purpose of acquiring the whole or any part of the business or property or undertaking or any of the liabilities of the Company, or of undertaking any business or operations which may directly or indirectly appear likely to assist or benefit the Company or to enhance the value of any property or business of the Company and to issue, place, underwrite or guarantee the subscription of, or concur or assist in the issuing or placing, underwriting or guaranteeing the subscription of shares, debentures, debenture stock, bonds stocks and securities of any company, whether limited or unlimited or incorporated by Act of Parliament or otherwise, at such times and upon such terms and conditions as to remuneration and otherwise as may be agreed upon and to hold or dispose of such shares or securities or guarantee the payment of the dividends, interest or capital of any such shares or securities issued by or any other obligations of any such company.

(S) To sell, exchange, lease, licence, turn to account or otherwise dispose of the whole or any part of the business property or undertaking of the Company, either together or in proportions and to accept payment therefor either in cash, by instalments or otherwise, or in fully or partly paid-up shares of any company or corporation formed or be formed for purchasing the same (with or without deferred or preferred or special rights or restrictions in respect of dividend repayment of capital, voting or otherwise) or in debentures or mortgage debentures or debenture stock, mortgages or other securities of any such company or corporation, or partly in one mode and partly in another, and generally on such terms as the Company may determine, and to hold, dispose of or otherwise deal with any shares, stock or securities so acquired.

(T) To the extent permitted by law to give financial assistance for the purpose of the acquisition of shares of the Company or of any company of which the Company is a subsidiary and for the purpose of reducing or discharging a liability incurred for the purpose of such an acquisition and to give such assistance by means of a gift, loan or guarantee, indemnity, the provision of security or otherwise.

(U) To remunerate any person, firm or company rendering services to the Company either by cash payment or by the allotment to him or them of shares or other securities of the Company credited as paid up in full or in part or otherwise as may be thought expedient.

(V) To pay all or any expenses incurred in connection with the promotion, formation and incorporation of the Company, or of any company formed or promoted by the Company or to contract with any person, firm or company to pay the same, and to

pay commissions to brokers and others for underwriting, placing, selling or guaranteeing the subscription of any shares or other securities of the Company.

(W) To support or subscribe to any charitable, benevolent or useful object of a public character and to establish, support and subscribe to any association, institution, society, fund or club which may be for the benefit of the Company or its Directors, ex-Directors, employees, or ex-employees or may be connected with any town or place where the Company carries on business; to give or award pensions, annuities, gratuities, bonuses and superannuation or other allowances or benefits or charitable aid and generally to provide advantages, facilities and services for any persons who are or have been Directors of, or who are or have been employed by, or who are serving or have served the Company, or of any company which is a subsidiary of the Company or the holding company of the Company or a fellow subsidiary of the Company or the predecessors in business of the Company or of any such subsidiary, holding or fellow subsidiary company and to the wives, widows, children and other relatives and dependants of such persons; to make payments towards insurance for the benefit of such persons as aforesaid; and to set up, establish support and maintain superannuation and other funds or schemes (whether contributory or non-contributory) for the benefit of any of such persons and of their wives, widows, children and other relatives and dependants; and to set up, establish support and maintain profit sharing, share purchase and share option schemes for the benefit of any of the employees or Directors of the Company or of any such subsidiary, holding or fellow subsidiary company and to lend money to any such employees or to trustees on their behalf to enable any such schemes to be established or maintained.

(X) To distribute among the members in specie any property of the Company, or any proceeds of sale or disposal of any property of the Company, and for such purpose to distinguish and separate capital profits, but so that no distribution amounting to a reduction of capital be made except with the sanction (if any) for the time being required by law.

(Z) To do all such things as may be deemed incidental or conducive to the attainment of the Company's objects or any of them.

The objects set forth in each sub-clause of this Clause shall not be restrictively construed but the widest interpretations shall be given thereto, and they shall not, except where the context expressly so requires, be in any way limited or restricted by reference to or inference from any other object or objects set forth in such sub-clause or from the terms of any other sub-clause or from the name of the Company. None of such sub-clauses or the object or objects therein specified or the powers thereby conferred shall be deemed subsidiary or ancillary to the objects or powers mentioned in any other sub-clause, but the Company shall have as full a power to exercise all or any of the objects conferred by and provided in each of the said sub-clause as if each sub-clause contained the objects of a separate company. The word "company" in this Clause, except where used in reference to the Company, shall be deemed to include any partnership or other body of persons, whether incorporated or unincorporated and whether domiciled in the United Kingdom or elsewhere.

4. The liability of the members is limited.

5. The share capital of the Company is £100 divided into 100 shares of £1 each.

We, the several persons whose names and addresses are subscribed, are desirous of being formed into a Company in pursuance of this Memorandum of Association, and we respectively agree to take the number of shares in the capital of the Company set opposite our respective names.

Name, addresses and descriptions Subscribers	Number of Shares agreed to be taken by each Subscriber

[redacted]

Secretary

Dated 22nd February 2002

WITNESS to the above signatures:-

[redacted]

Secretary

THE COMPANIES ACT 1985

COMPANY LIMITED BY SHARES

ARTICLES OF ASSOCIATION

OF

REDI-94 LIMITED

PRELIMINARY

1. A The Regulations contained in Table A in the Schedule to the Companies (Tables A to F) Regulations 1985 as amended by the Companies (Tables A to F) (Amendment) Regulations 1985 (a copy of such Table being attached to these Articles and hereinafter called "Table A") shall apply to the Company save in so far as they are excluded or varied hereby and such Regulations (save as so excluded or varied) and the Articles hereinafter contained shall be the regulations of the Company.

B In these Articles the expression "the Act" means the Companies Act 1985, but so that any reference in these Articles to any provision of the Act or any other statutory provision or enactment shall be deemed to include a reference to any statutory modification or re-enactment of that provision for the time being in force.

PRIVATE COMPANY

2. The Company is a private company and accordingly any invitation to the public to subscribe for any shares or debentures of the Company is prohibited.

SHARE CAPITAL

3. The share capital of the Company at the date of adoption of these Articles is £100 divided into 100 Ordinary Shares of £1 and all such shares shall rank pari passu.

SHARES

4. A The Directors of the Company are generally authorised for the purposes of Section 80 of the Act subject to the provisions of that Section and to paragraph (C) below to allot, grant options over or otherwise deal with or dispose of the shares in the authorised share capital with which the Company is incorporated to such persons at such times and on such conditions as they think fit, provided that no shares shall be issued at a discount.

B In accordance with Section 91(1) of the Act Sections 89(1) and 90(1) to (6) (inclusive) of the Act shall not apply to the Company.

C The general authority conferred on the Directors by paragraph (A) of this Article 4 shall extend to all relevant securities (as defined by Section 80 of the Act) in the authorised share capital of the Company with which the Company is incorporated during the period of five years from the date upon which the Company was incorporated but the Directors may, after the authority has expired, allot any shares in pursuance of an offer or agreement so to do made by the Company before the authority expired. The authority hereby given may be renewed varied or revoked by the Company in General Meeting.

5. The Company shall have a first and paramount lien on all shares, whether fully paid or not, standing registered in the name of any person indebted or under liability to the Company, whether he shall be the sole registered holder thereof or shall be one of two or more joint holders, for all moneys presently payable by him or his estate to the Company. Regulation 8 in Table A shall be modified accordingly.

6. Regulation 3 in Table A shall not apply to the Company and subject to the provisions of Chapter VII of Part V of the Act the Company may:-

(a) with the sanction of an Ordinary Resolution issue shares which are to be redeemed or are liable to be redeemed at the option of the Company or the shareholder;

(b) purchase its own shares (including any redeemable shares);

(c) make a payment in respect of the redemption or purchase, under Section 159, 160 or 162 of the Act and the relevant power (a) or (b) above, of any of its own shares otherwise than out of distributable profits of the Company or the proceeds of a fresh issue of shares to the extent permitted by Sections 170, 171 and 172 of the Act.

GENERAL MEETING

7. Every notice convening a General Meeting shall comply with the provisions of Section 372 of the Act as to giving information to members in regard to their right to appoint proxies; and notices of an other communications relating to any General Meeting which any member is entitled to receive shall be sent to the Directors and to the Auditors for the time being of the Company.

8. The words "save that, if and for so long as the Company has only one person as a member, one member present in person or by proxy shall be a quorum" shall be added at the end of the second sentence of Regulation 40 of Table A.

9. Regulation 41 in Table A shall be read and construed as if the words, "and if at the adjourned Meeting a quorum is not present within half an hour from the time appointed for the Meeting the Meetings shall be dissolved" were added at the end.

DIRECTORS

10. A The First Director or Directors of the Company shall be the person or persons named as the first Director or Directors of the Company in the statement delivered under Sections 10 and 13 of the Act.

B The number of the Directors shall be determined by ordinary resolution but unless and until so fixed there shall be no maximum number of Directors and the minimum number of Directors shall be one. In the event of the minimum number of Directors being one, a sole Director shall have the authority to exercise all the powers and discretions conferred by Table A or these Articles and expressed to be vested in the Directors generally and Regulation 89 in Table A shall be modified accordingly.

C A Director shall not require any share qualification but shall nevertheless be entitled to attend and speak at any general meeting of the Company or at any separate class meeting of the holder of any class of shares in the Company.

D Regulation 64 in Table A shall not apply to the Company.

BORROWING POWERS

11. The Directors may exercise all the powers of the Company to borrow money without limit as to amount and upon such terms and in such manner as they think fit, and to grant any mortgage, charge or standard security over its undertaking, property and uncalled capital, or any part thereof, and, subject (in the case of any security convertible into shares) to Sections 80 and 380 of the Act to issue debentures, debenture stock, and other securities whether outright or as security for any debt, liability or obligation of the Company or of any third party.

POWERS AND DUTIES OF DIRECTORS

12. A Director may vote as a Director in regard to any contract or arrangement in which he is interested or upon any matter arising thereout, and if he shall so vote his vote shall be counted and he shall be reckoned in estimating a quorum present at any meeting when any such contract or arrangement is under consideration. Regulations 94 to 97 (inclusive) in Table A shall not apply to the Company.

13. It shall not be necessary for Directors to sign their names in any book which may be kept for the purpose of recording attendance at meetings.

14. Regulation 87 in Table A shall not apply to the Company and the Directors may exercise any powers of the Company conferred by its Memorandum of Association to give and provide pensions, annuities, gratuities or any other benefits whatsoever to or for past or present Directors or employees (or their dependants) of the Company or any subsidiary or associated undertaking (as defined in Section 27(3) of the Companies Act 1989) of the Company and the Directors shall be entitled to retain any benefits received by them or any of them by reason of the exercise of any such powers.

15. Any Director or member of a Committee of Directors may participate in a meeting of the Directors or such Committee by means of conference telephone or similar communications equipment whereby all persons participating in the meeting can hear each other and participation in a meeting in this manner shall be deemed to constitute presence in person at such meeting and, subject to these Articles and the Act, he shall be counted in a quorum accordingly. Such a meeting shall be deemed to take place where the largest group of those participating is assembled or, if there is no such group where the chairman of the meeting then is.

APPOINTMENT AND RETIREMENT OF DIRECTORS

16. The Directors shall not be required to retire by rotation and Regulations 73 to 80 (inclusive) in Table A shall not apply to the Company.

17. A member or members holding a majority of the voting rights in the Company (within the meaning of section 736A(2) of the Act) shall have power at any time, and from time to time, to appoint any person to be a Director, either as an additional Director (provided that the appointment does not cause the number of Directors to exceed any number determined in accordance with Article 9(B) as the maximum number of Directors for the time being in force) or to fill a vacancy and to remove from office any director howsoever appointed. Any such appointment or removal shall be made by notice in writing to the Company signed by the member or members making the same or, in the case of a member being a corporate body, signed by one of its directors or duly authorised officers or by its duly authorised attorney and shall take effect upon lodgement of such notice at the office of the Company.

18. The Company may by ordinary resolution appoint any person who is willing to act to be a Director, either to fill a vacancy or as an additional Director.

19. The Directors may appoint a person who is willing to act to be a Director, either to fill a vacancy or a an additional Director, provided that the appointment does not cause the number of Directors to exceed any number determined in accordance with Article 9(B) above as the maximum number of Directors for the time being in force.

DISQUALIFICATION OF DIRECTORS

20. Regulation 81 in Table A shall not apply to the Company. The office of a Director shall be vacated:-

    (a) if he resigns his office by notice in writing to the Company;

    (b) if he becomes bankrupt or enters into any arrangement or composition with his creditors;

    (c) if he is prohibited from being a Director by an order made under the Company Directors Disqualification Act 1986;

(d) if he becomes incapable by reason of mental disorder illness or injury of managing and administering his property and affairs;

(e) if he is removed from office by resolution duly passed under Sections 303 and 304 of the Act.

SECRETARY

21. The first Secretary of the Company shall be the person named as the first Secretary of the Company in the statement delivered under Sections 10 and 13 of the Act.

COMPANY SEAL

22. A document may be executed by the Company either under its Common Seal or otherwise provided that:-

(a) in the case of a document executed under its Common Seal the same be signed by such person or persons as the Directors may determine and unless so determined it shall be signed by a Director and the Company Secretary or by two Directors;

(b) in the case of a document executed by the Company otherwise than under its Common Seal the same be signed by a Director and the Company Secretary or by two Directors.

The obligation under regulation 6 in Table A relating to the sealing of share certificates shall only apply if the Company has a Common Seal.

Regulation 101 in Table A shall not apply to the Company.

OFFICIAL SEAL FOR USE ABROAD

23. The Company may have an official seal for use abroad under the provisions of Section 40 of the Companies Act 1985 where and as the Directors shall determine, and the Company may by writing under the common seal appoint any agent or agents, committees or committee abroad to be duly authorised agents of the Company, for the purpose of affixing and using such official seal, and may impose such restrictions on the use thereof as may be thought fit. Where there is in these Articles reference made to the seal of the Company, the reference shall, when and so far as may be applicable, be deemed to include any such official seal as aforesaid.

NOTICES

24. A In regulation 112 of Table A, the words "first class" shall be inserted immediately before the words "post in a prepaid envelope".

B Where a notice is sent by first class post, proof of the notice having been posted in a properly addressed, prepaid envelope shall be conclusive evidence that the notice was given and shall be deemed to have been given at the expiration of 24

hours after the envelope containing the same is posted. Regulation 115 in Table A shall not apply to the Company.

INDEMNITY

25. Subject to the provisions of Section 310 of the Act every Director (including an alternate Director) or other officer of the Company shall be indemnified out of the assets of the Company against all losses or liabilities which he may sustain or incur in or about the execution and discharge of the duties of his office or otherwise in relation thereto, including any liability incurred by him in defending any proceedings, whether civil or criminal, in which judgement is given in his favour or in which he is acquitted or in connection with any application under Section 144 or Section 727 of the Act in which relief is granted to him by the court, and no Director (including an alternate Director) or other officer shall be liable for any loss, damage or misfortune which may happen to or be incurred by the Company in the execution of the duties of his office or in relation thereto. Regulation 118 in Table A shall not apply to the Company.

26. The Directors shall have power to purchase and maintain at the expense of the Company for the benefit of any Director (including an alternate Director), officer or auditor of the Company insurance against any such liability as is referred to in Section 310(1) of the Act and subject to the provisions of the Act against any other liability which may attach to him for loss or expenditure which he may incur in relation to anything done or alleged to have been done or omitted to be done as a Director (including an alternate Director), officer or auditor.

27. The Directors may authorise directors of companies within the same group of companies as the Company to purchase and maintain insurance at the expense of the Company for the benefit of any director (including an alternate director), other officer or auditor of such company in respect of such liability, loss or expenditure as is referred to in Article 26.

TRANSFER OF SHARES

28. The Directors may, in their absolute discretion and without assigning any reason therefor, decline to register the transfer of a share, whether or not it is a fully paid share and Regulation 24 in Table A shall not apply to the Company.

Name, addresses and descriptions subscribers

[redacted]

Dated 20th February 2002

WITNESS to the above signatures:-

[redacted]

Secretary

Property Owners Select Certificate

This document is intended for the intermediary or policyholder to pass on to policy beneficiaries. Please direct any questions to the person who deals with your insurance.

Policy Number: SP29435132

Account Number: 14/86044 **Insurance Intermediary:** A ONE INS SERVICES (BMTH) LTD

The Insurer/s: Allianz Insurance plc

Premises Address: SHIRE HALL, PENTONVILLE ROAD, NEWPORT, NP20 5HB

Effective Date: 18/11/2025 **Renewal Date:** 18/11/2026 at 12.00 hrs

Property Damage

Insured

Description	Declared Value	Sum Insured
Buildings	£10,681,046.00	£14,419,412.10
Contents	£20,520.00	£27,702.00

Perils

Fire, Lightning, Explosion & Aircraft Damage	Insured
Escape of Water	Insured
Flood	Insured
Storm	Insured
Accidental Damage	Insured
Theft	Insured
Malicious Damage	Insured
Subsidence	Insured

Policyholder Excess

Subsidence	£1,500.00
Any Other Losses (AOL)	£500.00
Escape of Water	£750.00

Please refer to the Policy Schedule for any other applicable excesses

Loss of Rent

Not Insured

Property Owners Liability

Insured

Limit of Indemnity £5,000,000.00

Please note:

1. This section provides indemnity to the named Insured only and will not indemnify the tenant in respect of their own legal liability.
2. For cover in respect of Terrorism the maximum limit of indemnity is £5M or the limit of indemnity shown above whichever is the lower.

ACOM9955
Allianz Insurance plc. Registered in England number 84638. Registered office: 57 Ladymead, Guildford, Surrey, GU1 1DB, United Kingdom.
Allianz Insurance plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.
Financial Services Register number 121849.

Employers' Liability — Insured

Directors and Officers Liability

Commercial Legal Expenses — Insured

Terrorism

Terrorism – Property Damage	**Not Insured**
Terrorism – Business Interruption	**Not Insured**

Annualised Premium Details

Property Damage	£15,431.00
Property Owners Liability	£2,248.00
Employers' Liability	£54.00
Commercial Legal Expenses	£274.21
Premium (excluding IPT)	£18,007.21
Insurance Premium Tax (IPT)	£2,160.87
Total Premium (including IPT)	£20,168.08

VAT is not applicable for this product

Please note all figures detailed above are approximate for this premises.

For further information about the terms of cover and policy exclusions please request the following documents from the person who deals with your insurance:

1. **Policy Schedule**
2. **Property Owners Select Policy Overview**
3. **Property Owners Select Policy Wording**

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Financial Services Register number 121849.

MACHINERY OPTIONS POLICY **Inspection & Insurance Renewal Schedule**

Policy Number **Date Issued**
ALENG2000998 **27/02/2026**

The Insured
REDI-94 Limited

The Insured's Registered Address
St Martins Row
Albany Road
Cardiff
CF24 3RP

Business Description
Property Owner

The Agent
A One Property Insurance
Energy House
Crow Arch Lane Industrial Estate
Crow Arch Lane
Ringwood
BH24 1PD

Period of Cover : From 00.00 hrs 11/03/2026 to 23.59 hrs 10/03/2027 both dates inclusive
(Period of Cover is the Period of Insurance or the Contract Period of the Inspection Service or both)
and for such subsequent Periods of Cover for which the Insured agrees to pay the appropriate fee/premium and the Insurers agree to accept such fee/premium.

Renewal Date: 11/03/2027

First Fee/Premium Breakdown:

Inspection Fee:	**£246.80**
V.A.T. at 20.00%	**£49.36**
Sudden & unforeseen damage Insurance Premium	**£110.79**
IPT at 12.00%	**£13.29**
Our fee	**£60.00**
Total Amount Due	**£480.24**

CONTINUED……

The Machinery Options Policy is underwritten by Allianz Insurance plc and arranged through A One Property Insurance. Allianz Insurance plc. Registered in England number 84638. Registered office: 57 Ladymead, Guildford, Surrey, GU1 1DB. Allianz Insurance plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Register number 121849.

Engineering Inspection is a product from Allianz Engineering Inspection Services Ltd and arranged through A One Property Insurance. Allianz Engineering Inspection Services Ltd. Registered in England number 5441840. Registered Office: 57 Ladymead, Guildford, Surrey, GU1 1DB.
Allianz Engineering, Construction & Power and Allianz Engineering are trading names used by both Allianz Insurance plc and Allianz Engineering Inspection Services Ltd.

Plant Location	Insurance Cover Code	Limit of Liability	Applies to inspected Plant listed below
Shire Hall, County Chambers & Queens Chambers,Pentonville,Newport,NP20 5HB.	**Cover One** Sudden and Unforeseen Damage	£500,000	Lift/crane, Pressure/mechanical
	Cover Two Breakdown Explosion and Collapse	Not covered	
	Cover Three Accidental Damage	Not covered	
	Cover Four Own Surrounding Property (Pressure Plant)	Not covered	Not applicable
	Cover Five Own Surrounding Property (Cranes and Lifting Plant)	Not covered	

Plant Schedule

	Number	Discipline	Plant Description
Locations	1		
Lifts	1	LC	
Service Floors	Lift 1 Serves 4 Floors		
Runway Tracks	1	LC	
Communal Boilers	0	PM	
Pumps, Pressure Vessels, Pressurisation Units, Motors, and Calorifiers	0	PM	
Electric Gate Motors	0	EL	
Roller Shutter Doors	0	LC	
Stair Lifts	0	LC	
Additional Plant Description			

Excess
the first **£50**

The Machinery Options Policy is underwritten by Allianz Insurance plc and arranged through A One Property Insurance. Allianz Insurance plc. Registered in England number 84638. Registered office: 57 Ladymead, Guildford, Surrey, GU1 1DB. Allianz Insurance plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Register number 121849.

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Additional Clauses Applicable

Please note that you must advise your broker or Allianz Engineering, Construction & Power ***as soon as possible*** *of any changes to the risks or items to be covered by the insurance cover and/or changes to the items to be included in the Inspection Service. It may affect the insurance cover and the amount payable in the event of a claim if you fail to do so. Insurance is only provided for the plant disciplines which are listed in the Plant Schedule. Please ensure these meet your insurance requirements.*



Director
A-One Insurance Services (Bm'th) Ltd

ACE3175/03

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Shire Hall
Annual Residents Meeting
30th November 2019

Venue: Holiday Inn Express Newport, Lakeside Drive, Coedkernew, Newport, NP10 8BB

In Attendance: [redacted]

Apologies:

Introduction: DH thanked the leaseholders for attending and explained that as they would know he is Managing Director of the Seraph Group. He introduced [redacted] and explained that she is Head of Property Management. He then went on to introduce [redacted] and explained that he is responsible for the day to day management of the block and is the main point of contact within the company. He then explained that leaseholders will be familiar with [redacted] who is Accounts Assistant and responsible for distributing the service charge & ground rent invoices & receipts.

Agenda:

1. Minutes from last meeting
2. Matters Arising
    - Section 20
    - Japanese Knotweed
3. Accounts for 2019
4. Arrears Action
5. Performance of Contractors/Maintenance
    - Gardening
    - Communal Cleaning
    - Algae Treatment
    - Window Cleaning
6. Budget
7. A.O.B
    - Contact Details
8. Date of Next Meeting

1. Minutes from last meeting
DH explained that the last meeting was held in December 2018 and the minutes were circulated shortly after.

2. Matters Arising
∘ Section 20
DH explained that we had progressed greatly in respect of the section 20 this year. He explained that [redacted] had produced a further survey report for the major works and noted that we would soon be able to appoint contractors to quote for the works. LN handed out copies of the report and advised that electronic copies would also be sent out to

leaseholders. DH advised that we would need to source multiple quotes for the works which we have been advised will look to be in the region of £180,000.00, however this will not be confirmed until the quotes have been received. A leaseholder asked how this would be divided between the leaseholders. DH explained that this would be apportioned by the square footage of the apartments as per the lease and service charge. A leaseholder asked if the freeholder would be able to offer an interest free loan in order to pay for the works. DH advised that he was unable to answer that on the freeholders behalf however agreed that this is something that we would be able to approach him on. DH explained that the Section 20 letters would follow and we hope to be able to begin works towards the end of spring/beginning of summer providing the quotes are agreed upon and the funds are available. A leaseholder asked what would happen if the full funds wouldn't be available at that time. DH explained that it is unlikely that work would be able to start until the funds are available.

- **Japanese Knotweed**

LN explained that we were aware of an issue with Japanese Knotweed on the council owned ground that borders Shire Hall. This has now spread onto Shire Hall and is having an impact with the sales currently and previously going through. He went on to explain that he has been liaising with the council regarding this since the beginning of the year and has requested a copy of the treatment plan on a number of occasions. He noted that he has yet to receive one and has escalated the issue to the Newport Cabinet Members. He explained that he is awaiting a response from this complaint but is hopeful that he will hear back with a detailed plan that he will be able to pass to leaseholders.

3. Accounts for 2019

The financial year runs from 1st January to 31st December, in accordance with the lease. Ground rent and service charge invoices are sent 6 monthly, due 1st January and 1st July in accordance with the terms of the lease.

LN handed out a spreadsheet showing the 2019 budget and expenses and explained that the budgeted expenses for 2019 are £20959.71 and the total expenditure to date is £12270.38. The predicted expenditure before the year end is approximately £1500,

He explained that we would recommend continuing to build the reserves so there is at least £2000 / £3000 per flat available.

LN then went through some of the individual expenses to explain any variations.

He asked if the leaseholders in attendance understood and were happy with the details of the accounts.

4 Arrears Action

RH explained that all leaseholders have either paid up to date or are set up on a monthly standing order. She thanked the leaseholders for their prompt payments.

5. Performance of Contractors/Maintenance

∘ Gardening

LN explained that we had a number of issues with the previous gardener, whereby they would not attend to all appointments that they were due to attend to or when they did attend, they weren't performing like they should have. He explained that on this basis we had to let them go and there was a short period where no gardening was carried out. We later instructed a new gardener to take over the grounds at Shire Hall & County Chambers. We have received some really good feedback from residents. LN asked the leaseholders if there were any comments they wished to make.

∘ Communal Cleaning

LN explained that last year the company that cleans Shire Hall was changed and that there were noticeable improvements. He explained however that he has received one or two complaints with regards to areas being missed on the weekly cleaning visits and after further investigation and speaking with the cleaners, it looked as though areas were missed due to residents storing items in communal areas.
LN asked the leaseholders if they had any further comments about this.

∘ Algae Treatment

LN mentioned that each year there becomes a problem with slippery surfaces at Shire Hall & County Chambers due to a build up of algae. He went on to mention that the treatment for the outdoor areas is carried out once per year. He noted that this was completed in mid October this year and before and after photos were sent from the contractor, showing a huge improvement in the areas.
He asked leaseholders if they had any concerns with the work carried out.

∘ Window Cleaning

LN explained that during last years meeting it was discussed that the window cleaning wasn't at it's best standard as a lot of the windows were being missed. He explained that he has asked the contractor to let him know when they are attending but explained that sadly this does not always happen. He went on to explain that not all of the windows are being reached by the current contractor. He then explained that he has met with a new contractor on site to see if he can provide a better service than what is currently being provided. He went on to explain that the contractor would be able to clean the windows on the top floor which were currently being missed and also the side windows down the alleyway for £300 + VAT per clean, providing he was to get the contract for the grounds maintenance which he would not increase from what we are already paying.

6. Budget

LN advised that the budget is prepared on the basis of the actual expenses incurred in the previous financial year and any additional work needed are included, this helps us keep the budget realistic and as close as possible to the income we are expecting. The new service charges will be calculated and invoiced on the basis of the approved budget and as per the apportionment outlined per leaseholder within the lease.

He went through the line items and explained that we would recommend keeping the total budget the same however some items have been adjusted accordingly with the expenses.

LN asked the leaseholders in attendance if they were happy to approve the 2020 budget.

7. AOB

∘ Contact Details

LN advised that it is really important that we are updated with yours and your tenants details (where applicable), not only for safety reasons but also if there are any problems we are able to address these much more effectively. As a procedure, if we are not updated with contact details and we do have to chase will issue a charge of £50. Some managing agents charge for receipting all new contact details and tenants contact details however we do not deem this as fair and thus provide the opportunity for you to provide them without us chasing however due to the importance of safety and security we do require all residents contact details.

∘ Items in Communal Area

LN explained that there have been a number of occasions where items have been left within the communal areas. He explained that these contribute to fire risk and could aid the spread of fire, as well as hinder someone's escape. He reminded all leaseholders that the communal areas are not for storing personal items and are to be kept clear at all times.

8. Date of next meeting

LN explained that he would recommend that the next meeting be held in November/December 2020 in order to set the budget for 2021.

He asked the leaseholders if there was anything else they would like to raise.

DH, RH & LN thanked the leaseholders for attending

FIRE RISK ASSESSMENT
and
FIRE SAFETY MANAGEMENT

(FOR RESIDENTIAL PREMISES)



Shire Hall, Pentonville, Newport NP20 5HB

Document Control		
Date	**Issue**	**Notes**
19/02/25	v1.00	The FRA should be read in conjunction with the PRP report conducted 20/03/2023
Click or tap to enter a date.		
Click or tap to enter a date.		
Click or tap to enter a date.		

Fire Risk Assessor: Andrew Southgate
Clockwork Construction Ltd
St Martins Row
1, Albany Rd
Cardiff
CF24 3RP
www.clockwork.property

FPA Fire Protection Association®
Member Number: A-141809
Renewal Date: 02/04/2025

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A. TERMS AND CONDITIONS

The fire risk assessment has been conducted and recorded on behalf of the responsible persons identified within the report.

The fire risk assessor has no control over the premises or its ongoing management. The report and recommendations have been made to assist the responsible person in complying with the Regulatory Reform (Fire Safety) Order 2005, The Fire Safety (Scotland) Regulations 2006, The Fire & Rescue Services (NI) Order 2006 and The Fire Precautions (Workplace) Regulations (Northern Ireland Only) where the legislation is appropriate to the premises and its geographical location.

The fire risk assessor has no control over the building(s) resident or staffing levels, or the rectification of any corrective actions identified within the report.

The fire risk assessment is a non-destructive and non-invasive survey, and findings are based on visual observations unless otherwise stated.

Where voids and cavities are inspected, only a sample inspection will be conducted. A further condition survey or structural survey may be required where issues have been identified. This is not the responsibility of the fire risk assessor but will be advised in the “New Corrective Action Plan”.

Where cladding (external wall coverings) is evident, the fire risk assessor will not determine whether it is suitable for the current application. If identified, this will be noted in the fire risk assessment and direction given to having any cladding inspected by a qualified consultant with extensive experience of facade reporting and any remedial works that may be required. It may further be advised that a detailed FRAEW (Fire Risk Appraisal of External Walls) be completed by someone competent to do so in line with the latest code of practice for the fire risk appraisal of external walls and cladding of multi-occupancy residential buildings in accordance with PAS-9980:2022).

The fire risk assessor is not responsible for any subsequent changes to the premises, subsequent faults in equipment, or deterioration in the premises and testing requirements.

The purpose of the fire risk assessment is to provide an assessment of the risk to life from fire in the premises which has been assessed, and where appropriate, to make recommendations to ensure compliance with fire safety legislation, standards and best practice. The report may also address the risk to property, business continuity, environment, amenity, and heritage from fire.

The ongoing use and operation of a premises is at the discretion of the responsible person. This is not the responsibility of the fire risk assessor to make this decision.

The report represents only the best judgement of the fire risk assessor named in the report and is partly based on information provided by the responsible person or other persons indicated in the fire risk assessment summary. No liability whatsoever is accepted for the accuracy of information obtained from these persons.

The use of photographs within the report serves to illustrate examples of a particular point to enable an understanding and does not necessarily mean that all points have been captured in photographs. The written element within the report should be considered as the comprehensive detail of the Fire Risk Assessment.

The fire risk assessment is intended for the use of the responsible person indicated in the fire risk assessment and is not intended for third party use. The fire risk assessor will not accept any responsibility for matters arising through the use of the report by an unauthorised third party.

The fire risk assessment is not to be reproduced without the written approval of the Fire Risk Assessor.

B. PRINCIPLES OF FIRE SAFETY MANAGEMENT AND FIRE RISK ASSESSMENT

Fire safety risk assessment

Follow the 5 key steps below and fill in the checklist.

The risk assessment process involves an inspection of the premises to identify potential fire hazards, to ensure adequate measures to stop fire starting and that adequate fire protection measures are in place to protect everyone in the building.

A fire hazard is anything that can start a fire, such as ignition sources or combustible materials.
Consider:

- electrical equipment
- smoking
- arson
- heating
- cooking
- housekeeping
- contractors

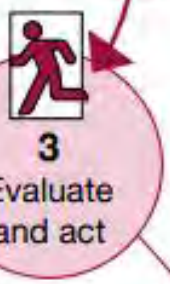


How many people are in the premises? Are there any young, disabled, or lone workers present in the premises?



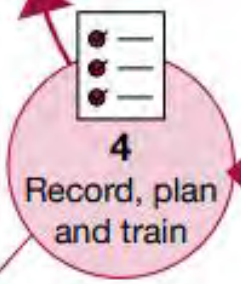
How many floors and staircases are in the premises?

The number and location of exits? Are fire alarms, fire exit signs, emergency lighting and fire extinguishers needed?



Do you have a clear plan of how you are going to keep people safe from fire? Do your staff know what to do in case of fire? Do you complete fire drills? Are fire safety provisions being maintained?

Your plan details what needs doing and by when. Use the checklist to make sure you have covered all areas.



Your fire risk assessment needs regular review and updating if there are any significant changes.



C. REGULATORY REFORM (FIRE SAFETY) ORDER 2005 FIRE RISK ASSESSMENT

This report is intended to assist you with the requirement to carry out a FRA as set out in Article 9 of the Regulatory Reform (Fire Safety) Order 2005 (the 'Fire Safety Order'), which also requires the "Responsible Person", on whom the Fire Safety Order imposes requirements, make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions they need to take to comply with the requirements and prohibitions imposed on them, by or under the Fire Safety Order.

In accordance with the Fire Safety Order, it is the duty of the "Responsible Person" to manage and further implement the preventative and protective measures which have been highlighted in this risk assessment and to take appropriate measures to eliminate or reduce any risks identified.

The purpose of this report is to provide an assessment of the risk to life from fire in these premises and does not address the risk to property or business continuity from fire unless otherwise stated.

Responsible person *(e.g., employer/owner) or person having control or management of the premises*	[redacted] - Seraph Property Management	
Address of premises:	Shire Hall Pentonville Newport NP20 5HB	
Use of Premises:	Factories/Warehouses	☐
	Healthcare Premises	☐
	Offices/Shops	☐
	Places of Assembly - Large	☐
	Places of Assembly - Small/Medium	☐
	Sleeping Accommodation (Flats/Apartments)	☒
Person(s) consulted:	Will Tomlinson (Seraph Block Manager)	
Fire Risk Assessor:	[redacted] (Tech IOSH)	FPA Fire Protection Association Member Number: A-141809 Renewal Date: 02/04/2025
Date of previous fire risk assessment:	05/06/2023	
Date of FRA visit:	10/12/2024	
Date of publication / issue	20/02/2025	
Recommended date for review:	09/12/2026	
Report validated by:	Andrew Southgate	

D. GENERAL INFORMATION AND PREMISES PARTICULARS

01. The Premises			
1.1	Floors (Qty)	Floors at ground level and above	**4**
		Floors entirely below ground level	**None**
		Floors of attic/loft spaces as occupied	**1**
		Floors on which car parking is provided	**None**
1.2	Number of Flats/Rooms:	Assumed to have capacity for 3 persons per flat	**19**
	Number of Offices/Shops:		**None**
1.3	Brief details of construction and approximate age of building:	The building is of conventional construction comprising brick, blocks with a pitched (tiled/Slate/Flat) roof. This is a grade 2 listed building originally used as a courthouse with the old police station attached to one side which is a separate premises. Both premises have been converted to residential occupation c.2015. The building is on sloping ground and consists of 18 flats including 1 flat of which is accessed via a staircase downwards from ground floor. However due to the building being on a slope, the lower ground floor flat has windows at pavement level. The remainder of the building comprises ground floor with 2 floors above ground. Escape routes comprise common landings and two stairways leading to the ground floor hallways which lead to the front final exit door. The stairwells are protected in so far as reasonably practicable with separation from the flats and utility enclosures by wooden framed FD30s fire doors on each flat that open on to hallway/landings and several intermediate fire doors at either end of the lobby entrance. There is a service enclosure on the ground floor containing electricity meters, media distribution and water meters. Via an external rear access, there is also a lift motor room.	
		The Fire Alarm Control Panel - Is in the common hallway at ground floor level and to left/rear upon entry from the front of the building. The location of the control panel is easily identifiable at its current location.	
		Parking Arrangements – There is limited on-site parking provision and other parking is on the public highway in neighbouring streets.	
		Fire Station – Nearest Fire and Rescue Services is located at Malpas, Malpas Road Newport NP20 6YN and is manned on a Wholetime basis with flexible crewing system. It is a 6-bay facility, but the exacting tender/vehicle types/quantity were not known at the time of writing this report. https://www.gov.wales/find-your-local-fire-and-rescue-service	
1.4	Building Area *(L x W x No. of occupied Floors)*	mean avg. ≤3250 m^2	
1.5	Occupancy (Type/Times in use)	Multi-storey residential (* see 1.2 above)	
		Residential 24/7	

02. The Occupants

2.1	Approximate maximum number of persons who live within the premises at any one time	Exacting occupancy unknown. For the purposes of calculations, numbers are derived from details in section 1 and are based on theoretical max persons noted in section 3
2.2	Approximate maximum number of employees at any one time:	For the residential common areas, no employees directly but on a "as-required" basis, there will be occasional cleaning operatives, maintenance contractors and/or delivery personnel at varying times.
2.3	Approximate maximum number of residents and visitors at any one time:	Visitors are assumed to be on an irregular basis so unable to quantify.

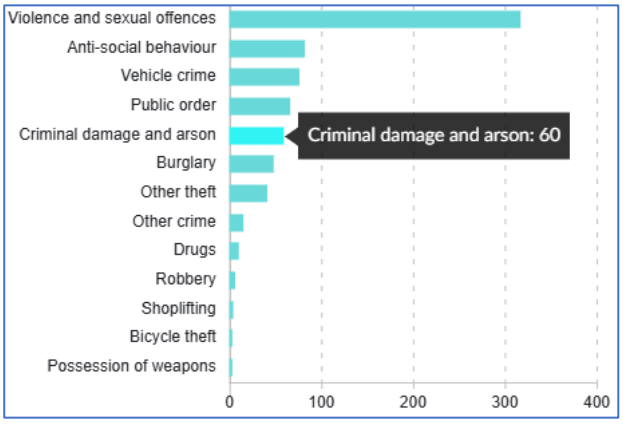
03. Occupants Especially at Risk from Fire

3.1	Sleeping occupants: (Qty)	Exacting occupancy not known. For the purposes of calculations, numbers are derived from details in section 1.2 and are based on theoretical max occupancy	**≤ 57**
3.2	Disabled Occupants: (Qty)	No personal information on mobility impaired persons was available	**Not Known**
3.3	Occupants in remote areas: (Types and Qty)		**None**
3.4	Lone workers: (Types and Qty):		**None**
3.5	Young persons: (≤17 yrs. old)	Exacting occupancy not known but for the purposes of calculations, it is assumed total capacity for young person's = 1 per flat	**≤ 19**
3.6	Others: (i.e., contractors)	Exacting trades and respective activity is not known but is assumed to be general cleaners and other maintenance trades as and when required.	**≤ 4**

04. Previous Fire Loss Occurrences

There is no history of any reported fires at the premises and no history of arson or rubbish-bin fires in close proximity to the property.

History is available on https://www.police.uk/pu/your-area/?search=1 of reported cases of criminal damage and/or arson in the general area during the last 12-month period, however the statistics do not differentiate between the two categories or give their exact location(s).



05. Other Relevant Information

- Whilst the occupants and visitors of the flats are 'relevant persons', the private demise of the flats, as domestic dwellings, is outside the scope of the Regulatory Reform (Fire Safety) Order 2005.
- The inspection was confined to the common parts, i.e., this is a Type 1 fire risk assessment defined as a non-destructive assessment of the common parts of the building, not the private dwellings. In general, access to these occupied areas (such as flats) is not expected or required unless there is there is reason to believe that there may be significant fire/health/safety issues inside.
- Efforts were made to appraise several flats to confirm the adequacy of Fire Safety Measures and compliance of the individual front doors of the flats that protect the common areas as these do fall within the scope of the Fire Safety Order for common parts and escape routes.
- The common areas are NOT protected with a sprinkler system but does have an AOV system for smoke control, automatic fire and smoke detection, alarm control panel, several manual call points and fire alarm sirens strategically located on each floor.
- The common areas and utility enclosures are protected with automatic fire and smoke detection and alarm control panel that appears to function as an alarm with AOV for smoke control. It is unclear as to why there are no manual call-points when it was event several years back, there were manual call points that have now been disconnected from the system so does not provide a means for manually raising the alarm. The nearest category of the fire detection system is deemed to attempt to conform to BS5839-1 for a Category Grade A LD2/L3 system (automatic fire detection system with detectors sited in escape routes (including rooms that open on to escape routes) and rooms or areas of high fire risk to occupants as detailed in BS 5839-1 and ISBN: 978 1 85112 8174_Sleeping Accommodation) but appears to be incomplete for this category and only now serves as fire detection to operate an AOV system (Category Grade A L5) in the event of a fire without a means to manually raise the alarm.
- Access to individual flats was limited but it is evident the common area alarm system does not extend to the flats, they are protected independently with what appears to be Category Grade D LD3 alarms, interlinked (with battery backup) heat and smoke sensors covering each apartment but requires further clarification.

06. Relevant Fire Safety Legislation

6.1	The following fire safety legislation applies to these premises	☒	Regulatory Reform (Fire Safety) Order 2005
		☐	The Fire Safety (Scotland) Regulations 2006
		☐	The Fire & Rescue Services (NI) Order 2006
		☐	The Fire Precautions (Workplace) Regulations (NI Only)
6.2	The above legislation is enforced by:	The respective Fire Safety Legislation is enforced by the Fire Safety Enforcement Officers at the local Fire and Rescue Services.	
6.3	Other legislation that makes a significant requirement for fire precautions in these premises (other than the Building Regulations)	Housing (Wales) Act 2014 Choose an item. Choose an item.	
6.4	The other legislation referred to above is enforced by:	SWFRS/Government or Local Authority	
6.5	Is there an alteration notice in force	Not Made Aware	
6.6	**Relevant Information and deficiencies observed ref 6.5**		
	N/A		

E. FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

07. Electrical Sources of Ignition

			N/A	Y	N
7.1	Are reasonable measures taken to prevent fires of electrical origin…		☐	☐	☒
7.2	Are fixed installations periodically inspected and EICRs issued	. EICR certificate made available for ≤5yr EICR records dated 29/11/2021 for the common area electrical circuits. However, there are several "C3" (recommendations) as well as areas defined as "LIM". *Limitations are denoted as LIM, which means the item(s) or circuit(s) have not yet been inspected in detail and have not been tested out either. If the report includes LIM, that means one or more limitations have been applied to the report after the inspection.* There were no follow-up reports made available to determine if the LIM/C3 indicators have been addressed.	☐	☒	☐
7.3	For new electrical installation, is there a new installation certificate (EIC)		☒	☐	☐
7.4	Are there any personal portable appliances in common areas		☐	☐	☒
7.5	Is portable appliance testing carried out		☒	☐	☐
7.6	Are there any trailing or loose wires, broken sockets/switches	. Inadequate cable supports in lift room . Inadequate cable supports in utility enclosure. . Improper termination of old supply in room near rear fire exit . AOV rams hanging from cables (broken fixings) . Low-level Dusk/Dawn sensor broken outside on common area exposing inner cores	☐	☒	☐
7.7	Are there any damaged or overloaded sockets or switches	See 7.6 above	☐	☒	☐
7.8	Electrical Fixed Installation(s)	**General note:** A fixed installation should be tested and maintained to meet the current industry standards which are recommended to be carried out not more than every 5yrs or where a change to the installation has occurred. Frequency of testing is specified in the IET Wiring Regulations (currently BS7671:2018). The recommended reinspection was advised to be 29/11/2026 but was subject to remedial action being taken from the report dated 29/11/2021.			
7.9	Portable Appliance Testing (PAT)				
7.10	**Relevant Information and description of arrangements and deficiencies observed**				
	DEFICIENCIES - See above and… Taking into consideration that no evidence was presented to confirm if EICR remedial works, or items marked as LIM had been completed as noted on the 2021 EICR, it is recommend conducting EICR's at intervals on no more than 3yrs due to wiring age and observations. Electrical installations within all flats should also be subject to EICR inspection at intervals of no more than 5yrs and is the responsibility of the individual owners/landlords or managing agent (where				

	applicable). To demonstrate a coordinated approach to electrical fire safety, the managing agents for the premises should maintain records of these.

08. Smoking

			N/A	Y	N
8.1	Are reasonable measures taken to prevent fires as a result of smoking		☐	☒	☐
	Is smoking prohibited in appropriate areas		☐	☒	☐
	Are there suitable arrangements for those who wish to smoke (i.e. designated area)	There is no guidance on-site of where smoking is permitted.	☐	☐	☒
	Did the smoking policy appear to be observed at time of inspection		☐	☒	☐
	Are "No smoking" signs provided in the common areas at all entrances	*NO SMOKING signs should be installed at all entrances. They should be A5 in size, and conform to BS EN ISO 7010*	☐	☒	☐

8.3

Relevant Information and description of arrangements and deficiencies observed

COMMON AREAS / HALLWAYS

Deficiencies:

. There was NO evidence that smoking had occurred within the common internal areas.

. There WAS evidence that smoking had occurred within the curtilage of the property

Notes:

. The leaseholder/management company operates a strict "No Smoking" policy, and smoking is prohibited at all internal common areas.

RESIDENTIAL WITHIN THE PRIVATE DEMISE

. Smoking is not generally considered in relation to the private demise of the individual flats although it may be stipulated within the individual leasehold/occupation contract agreements, that smoking is not permitted inside the property and is only permitted outside the premises. This should be confirmed further.

. There is NO requirement for a designated smoking area on the premises or for any further guidance other than clearing down any deficiency identified above.

09. Arson

		Description if applicable	N/A	Y	N
9.1	Does basic security against arson by outsiders appear to be reasonable?	Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, this should be obtained from a security specialist.	☐	☒	☐
9.2	Is there an absence of any unnecessary fire load/fuel in close proximity to the premises or available for ignition by outsiders	. The waste facility is littered with flammable materials about the floor caused by fly-tipping and/or a failure to keep the waste storage facilities clear and secure.	☐	☐	☒
9.3	**Relevant Information and description of arrangements and deficiencies observed**				
	DEFICIENCIES: See above and any notes below… . The waste area is not secure and may be subject to an arson attach. . General waste area has bagged items about the floor and other discarded items that could be used as a fire load.				
	General Notes: *. General Waste is removed from site on a fortnightly basis, Recyclable Waste is removed on a weekly basis.* *. Instances of any antisocial behaviour with regards to waste, are monitored and managed by the client and/or agent.*				

10. Portable Heaters and Heating and Ventilation Installations

		Description if applicable	N/A	Y	N
10.1	Is there satisfactory control over the use of portable heaters	. There are unsecured electrical points about the common hallways that could be used for extension leads, portable heating or e-bike charging.	☐	☐	☒
10.2	Are fixed heating and ventilation installations subject to regular maintenance	. No records were made available to indicate the electrical panel heating receives any regular service/maintenance.	☐	☐	☒
10.3	**Relevant Information and description of arrangements and deficiencies observed**				
	Deficiencies – . Consider locking-off/securing electrical points about common hallways. . Have all fixed heating serviced annually to remove any debris/dust build-up within the units				
	General Note: *. Flats are heated via discrete Electrical Heating Systems and is not within the scope of this Fire Risk Assessment.*				

11. Cooking

11.1	Are reasonable measures taken to prevent fires as a result of cooking?	Description if applicable	N/A	Y	N
		There are no cooking facilities in the communal areas and cooking is confined to private demised areas only.	☒	☐	☐
11.2	**Relevant Information and description of arrangements and deficiencies observed**				
	Cooking appliances and facilities within individual flats/rooms have not been considered and are not within the scope of this Fire Risk Assessment				

12. Lightning Protection System (LPS)

12.1	Does the building have a lightning protection system	Description if applicable	N/A	Y	N
			☒	☐	☐
12.2	**Relevant Information and description of arrangements and deficiencies observed**				
	DEFICIENCIES - None . There was no LPS observed at the time of the assessment. . Lightning protection is not normally required for low rise buildings. whether one should be installed. . For further guidance, please refer to IEC/BS EN 62305 – Protection Against Lightning				

13. Housekeeping

13.1	Is the overall standard of housekeeping adequate		N/A	Y	N
				☒	☐
13.2	More Specifically:	Do combustible materials appear to be separated from ignition sources	☐	☒	☐
		Is unnecessary accumulation or inappropriate storage of combustible materials or waste avoided	☐	☐	☒
		Are the Electricity intake/meter enclosures adequately secured and kept clear of combustibles	☐	☒	☐
13.3	**Relevant Information and description of arrangements and deficiencies observed**				
	The Client generally adopts a 'zero tolerance' approach and seeks to communicate this to the residents and contractors. The situation is monitored by client staff and, where applicable, by cleaning personnel during periodic visits to the premises. **Deficiencies** . The mail area has an accumulation of junk mail and uncollected mail on the escape route. . Occupiers are leaving mats/rugs on the escape route . Cleaners "Cleaning in Progress" signs left in the hallway. Cleaning was not being completed on the day of the visit so signage should not be left/stored on the escape route unless cleaning is in progress.				
	NOTE: *Any objects left in communal areas or utility enclosures can impede escape for occupants in any event of a fire and can also add to fuel load and promote the spread of fire and smoke.*				

14. Hazards Introduced by Outside Contractors and Building Works

		N/A	Y	N
14.1	Is there satisfactory control over works carried out in the building by contractors		☒	☐
14.2	**Relevant Information, description of arrangements and deficiencies observed**			
	DEFICIENCIES – see above and below			
	NOTE *. This is generally managed by the managing agent with supported policy and procedures in place.* *. External contractors are approved by the Client and are required to submit method statements, risk assessments and, where necessary, arrangements for 'hot work'.* *. The ongoing monitoring of works by any external contractors and internal maintenance staff on site is subject to the client's policy, procedures, and inspections.*			

15. Dangerous Substances

		N/A	Y	N
15.1	Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises	☒	☐	☐
15.2	**Relevant Information and description of arrangements and deficiencies observed**			
	DEFICIENCIES - None			
	Additional Notes: *For the purpose of this fire risk assessment and the relevant Fire Safety Order, dangerous substances are primarily explosive, highly flammable or flammable substances and oxidizing agents. Small quantities with negligible impact on the appropriate fire precautions need not be considered.*			

16. Other Significant Fire Hazards That Warrant Consideration

		N/A	Y	N
16.1	Are there any significant fire hazards that warrant consideration or working practices that warrant consideration or substances used or stored within the premises	☐	☐	☒
16.2	**Relevant Information and deficiencies observed**			
	DEFICIENCIES - None			

F. FIRE PROTECTION MEASURES

17. Means of Escape					
17.1	Is the design and maintenance of the means of escape considered adequate		N/A	Y	N
				☐	☒
17.2	Are there reasonable distance of travel to a protected area?		☐	☒	☐
	. Where there is escape in a single direction	Are travel distances suitable for single direction of travel to the final exit doors.	☐	☒	☐
	. Where there are alternative means of escape	There is an alternative means of escape which is acceptable for these premises.	☐	☒	☐
17.3	Is there adequate provision of exits	Are travel distances suitable for direction of travel to the protected hallways and final exit doors.	☐	☒	☐
17.4	Do Fire Exits open in the direction of escape, where necessary	No for the final exit door but is considered acceptable for these premises.	☐	☐	☒
17.5	Are the arrangements provided for securing exits satisfactory		☐	☒	☐
17.6	Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition	. Glazing on sub-division doors is not fire rated . Wall lining may contribute and/or accelerate the spread of fire as they are lined with wood-chip paper and some of which is peeling off the walls.	☐	☐	☒
17.7	Is the Fire-Resistance of doors to staircases and the common areas considered adequate, and are the doors maintained in sound condition	. Recommend some review and remedial works is required for compliance with adequate fire protection of all doors to ensure they are compliant with FD30s requirements as a minimum. . Many doors are NOT affective as fire doors to the required standards as detailed in the Fire Door Inspection report dated 20/06/2024	☐	☐	☒
17.8	Are suitable self-closing devices fitted to doors (and working) in the common areas	See above (17.17)	☐	☐	☐
17.9	Is the fire-resistance of doors to meter cupboards, storerooms and/or plantrooms in the common areas considered adequate, and are they adequately secured and/or fitted with suitable self-closing devices.	See above (17.17)	☐	☐	☒
17.10	Is the fire-resistance of flat entrance doors considered adequate, and are doors maintained in sound condition	See above (17.17)	☐	☐	☒
17.11	Are suitable self-closing devices fitted to flat entrance doors and, where fitted, maintained in good working order	See above (17.17)	☐	☐	☒

17.12	Are there adequate smoke control provisions to protect the common escape routes? (i.e., SHEV/AOV/POV systems) [2] *Smoke can be controlled in the common areas through fitted ventilation systems which are either natural or mechanical. Ventilation systems have two main purposes: to provide some protection to the stair core, and to aid fire-fighters when tackling a fire. Ventilation systems can also be used to compensate for extended travel distances within the common corridor leading to the stairs.*	There are several AOV and/or manually openable windows at varying levels but the operating rams are defective and not secured correctly to window frames. . Smoke / Ventilation Control System indicates a fault AOV windows may fail to operate in the event of a fire detection. See adjacent [2]	☐	☐	☒
17.13	Are all escape routes clear of obstructions		☐	☒	☐
17.14	Are all fire exit routes and doors, easily and immediately openable and free from obstruction? [1] (*The Final exit door(s) do not need to be a fire-resistant door in most cases. Any final exit doors within certain distances of an external fire escape leading to a place of safety need to be FD30 fire doors*)		☐	☒	☐
17.15	Is it considered that the premises are provided with reasonable arrangements for the means of escape for disabled or impaired people	If impaired persons reside at the premises, then a review is advised as the building does not provide for a timely egress in the event of a fire for mobility impaired occupants. *. Consider canvasing with a PEEPs survey and where required, prepare a PEEP.* **NOTE:** *Consideration should be given to enquiring if any residents receive regular visits from mobility impaired persons.* *Where disabled visitors may be occasional visitors, a Standard Evacuation Plan may be adequate.*	☐	☐	☒
17.16	**Relevant Information and description of arrangements and deficiencies observed**				
	A. Evacuation Strategy - This is a non-purpose-built conversion to residential flats; the design evacuation strategy was advised to be "STAY PUT". **1 -** Based on observations, I recommend the evacuation strategy remain "STAY PUT" providing all deficiencies and corrective actions detailed within this FRA are duly considered and closed out unless otherwise mitigated and justified. **B. Flat Entrance Doors** and sub-division doors on common areas should be self-closing with fitments comprising 3 fire rated hinges, intumescent strips & cold smoke seals to resist the passage of smoke and fire where applicable. The minimum standard of a door should be to achieve FD30S standards. Further guidance can be sourced from BS EN 8214 as there were deficiencies with some doors on the escape route.				

18. Measures to Limit Fire Spread and Development

18.1	Is it considered that there is, or are…		N/A	Y	N
18.2	adequate levels of compartmentation between flats / rooms / offices / and the common escape routes	Poor fire stopping and breached compartments . Further assessment should be made on the compliance of compartmentation with particular emphasis on the utility enclosures and the attic space on the upper floor. Refer to PRP Report for further information	☐	☐	☒
18.3	reasonable limitation of linings on escape routes that might promote the spread of fire?	All walls on the escape route are lined with wood-chip paper that may promote the spread or fire and/or smoke. Confirmation is required that the paint is of the intumescent type. Refer to PRP Report for further information	☐	☐	☒
18.4	as far as can reasonably be ascertained, reasonable fire separation within any roof space?	Unable to access the roof/attic space due to height. Further inspection is required in this area to confirm adequate compartmentation although it has been documented elsewhere that compartmentation is inadequate in this area. Refer to PRP Report for further information	☐	☐	☒
18.5	adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke? ***NOTE:*** *An effective compartment must be "sealed" along all its areas of jointing and where services / cables / pipes / ducts and anything else that passes through the compartment.* *Compartmentation should form a complete barrier and have appropriate fire resistance as detailed in the Building Regulations and supporting British Standards.*	. Further assessment should be made on the construction and fire resistance of electrical/communications enclosure where services pass through walls, floors and ceiling voids. Also ascertain the fire resistance of the wooden linings and wooden flooring. Refer to PRP Report for further information ***NOTE:*** *Ensure any voids and partitions and service penetrations are able to maintain fire-separation between the common area on the escape route and any other part of the building structure.*	☐	☐	☒
18.6	reasonable limitation flammable balcony coverings and or items that may promote the spread of fire?	. No balconies observed. The building does not require a FRAEW at this time.	☒	☐	☐
18.7	reasonable limitation flammable cladding coverings and or items that may promote the spread of fire?	. No cladding observed.	☒	☐	☐
18.8	As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke, and products of combustion in the early stages of a fire	. No Dampers observed.	☒	☐	☐

	Relevant Information and description of arrangements and deficiencies observed
	Efforts were made to sample the standard of compartmentation, but this is a Type 1 fire risk assessment sufficient for most blocks of flats and/or conversions, a Type 1 is a non-destructive assessment of the common parts of the building, and as it does not cover the private demise. No intrusive inspection was initiated. Consideration must also be given to the content of the PRP report dated 20/03/2023 where it is evident that actions and recommendations have not been completed at the time of this Fire Risk Assessment.
18.9	GENERAL GUIDANCE NOTES (where applicable) FIRE STOPPING This fire risk assessment will not necessarily identify all obvious fire stopping issues that may exist within the building. If you become aware of other fire stopping issues, or are concerned about the adequacy of fire stopping, you may wish to consider arranging for an invasive survey by a competent specialist. A full investigation of the design of any heating, ventilation, and air conditioning systems (if applicable) is outside the scope of this fire risk assessment. **LIMITATION OF LININGS TO ESCAPE ROUTES THAT MIGHT PROMOTE THE SPREAD OF FIRE** Approved Document B to the Building Regulations in England and Wales states that "the choice of materials for walls and ceilings can significantly affect the spread of a fire and its rate of growth, even though they are not likely to be the materials first ignited". Although under UK Building Regulations and/or building control requirements, there are specific measures necessary to inhibit the spread of fire through internal linings of walls and ceilings but after a building is occupied, there is the potential for these requirements to be negated, particularly through extensive over painting, addition of wall-hangings (Paintings/Pictures/Shelving) and wallcoverings for example in escape routes. An escape route should be kept as a sterile area and free of items that may affect the spread of fire. The same can be said for floor coverings such as rugs and mats. **BALCONIES – FIRE RESISTANCE** Balconies are regarded as part of the external façade and BS 8579 requires balconies on buildings, which are occupied and >11 metres, shall be of limited combustibility (i.e. A1 or A2-S1-d0 as classified by BS EN 13501-1 in accordance with Regulation 7). Importantly, the standard introduces that this shall also apply to stacked balconies on buildings of any height. Emphasising that balconies should be built to prevent the spread of fire into the structure and surrounds. However, suitable timber decking can (currently) still be used on balconies if buildings are <18m in height and have "staggered balconies" but it is recommended these are assessed via risk assessment on an individual basis were identified within this fire risk assessment. Where Fire Safety is a concern, there is nothing wrong with exceeding the minimum standards in these circumstances. Reference should be made to BS8579:2020 standards and Building Regulations 2010 Approved Document B 2019 inc. 2020 amendments for further details. **CLADDING AND EXTERNAL COVERINGS** Where cladding or external coverings is evident, the fire risk assessor will not determine whether it is suitable for the current application. If cladding or a lining is identified, this will be noted in the fire risk assessment (section 18.1e and 18.1f) and direction given to having any cladding, coverings and/or linings inspected by a qualified consultant with extensive experience of facade reporting and any remedial works that may be required. It may further be required to initiate a FRAEW (Fire Risk Appraisal of External Walls)

19. Emergency Escape Lighting

			N/A	Y	N
19.1	Has a reasonable standard of emergency escape lighting been provided		☐	☒	☐
19.2	Does the escape lighting appear to work and undamaged		☐	☐	☒

Relevant Information and deficiencies observed

DEFICIENCIES – see above and…

. The most recent Emergency Lighting Report indicates faults on the system and it is unclear if these faults have been rectified. Refer to Certificate of Inspection dated 12/04/2024

19.3

ADDITIONAL NOTE:

The common internal areas may utilise a combination of “non-maintained” (only ON in the event of a power failure or emergency) and a “maintained” (Always ON) emergency escape route light unit above the final exit door on the common area.

EMERGENCY LIGHTING SYSTEMS SHOULD BE INSPECTED AND TESTED AT REGULAR INTERVALS IN ACCORDANCE WITH BS EN 50172/BS 5266-1 AND THE FOLLOWING SHOULD BE OBSERVED

WEEKLY CHECK

- Check charge indicators on Emergency Lighting

MONTHLY TEST

- Test all emergency lighting systems and/or safety torches to make sure they have enough charge and illumination according to the manufacturers or suppliers’ instructions. This should be at an appropriate time when, following the test, they will not be immediately required.
- The date of the test and its results shall be recorded in the system logbook

ANNUAL TEST/INSPECTION/MAINTENANCE

- Each luminaire and internally illuminated sign shall be tested for its full rated duration in accordance with the manufacturer's information.
- The supply of the normal lighting shall be restored, and any indicator lamp or device checked to ensure that it is showing that normal supply has been restored. The charging arrangements should be checked for proper functioning.
- The date of the test and its results shall be recorded in the system logbook

For further guidance, please refer to the following standards

- BS EN 50172_2004 BS 5266-8_2004_ Emergency Escape Lighting Systems
- BS 5266-1_2016_ COP for the emergency lighting of premises
- BS EN 1838-2013_Lighting Applications - Emergency Lighting

NOTE: *Observations are based on visual inspection, no test of lumen levels or verification of full compliance with relevant British Standards carried out.*

20. Fire Safety Signs and Notices

			N/A	Y	N
20.1	Is there reasonable standard of fire safety signs and notices			☐	☒
20.2	Are there fire action notices at each entrance/exit of the building	. There were Fire Action Notices	☐	☒	☐
	Are there fire action notices on each floor of the building or at each call point *(where applicable)*		☒	☐	☐
	Do escape route signs appear adequate giving clear direction of travel to a place of safety *Incorrect signage or no signage can be very confusing if disorientated in a smoke-filled corridor leading to trips & falls and delaying the exit from the building. For guidance on the correct use of escape route signs, please refer to BS 5499-4:2013 or the guide in section L within this report*	. Failey good level of signage for direction of travel and change in level although several areas are missing a change in level signage.	☐	☐	☒
	Are doors signed as "Fire Escape"	. No "Fire Exit Keep Clear" on final exit doors *A sign including the text "Keep Clear" should be utilised and should be a combination of an Exit Image, Supplementary Safe Condition Direction Arrow and Supplementary Text.*	☐	☐	☒
	Are fire doors signed as "Fire Door Keep Shut" or "Fire Door Keep Locked" as appropriate on escape routes.		☐	☒	☐
	Are lifts appropriately signed		☐	☒	☐
20.3	**Relevant Information and deficiencies observed**				
	DEFICIENCIES - See notes above and … NOTE: For further signage guidance, ref. to BS 5499-10, BS ISO 16069:2017 and BS EN ISO 7010:2020				
	NOTE: This is single staircase premises with landings leading to dead-ends, and the means of escape are via the normal access and egress route through the final exit door that leads to a place of safety. "Fire Exit" and "Route Direction" and "Change of Level Direction" signs are considered to be necessary.				

21. Means of Giving Warning in Case of Fire

			N/A	Y	N
21.1	Is there a reasonable standard of fire detection and alarm present			☒	☐
21.2	Is a reasonable fire detection and fire alarm system provided in the common areas, where necessary		☐	☒	☐
21.3	If there is a communal fire detection and fire alarm system, does it extend into the dwellings?	See below	☐	☐	☒
21.4	Do individual rooms/flats have their own fire detection and fire alarm system	. Flats have independent heat/smoke detection and it is not a requirement to be linked to the common fire detection system	☐	☒	☐
21.5	Do the detection and alarm systems look to work and be undamaged	AOV controls are not adequately secured The last Alarm Service indicated half the system has been disconnected and from historic records, manual call points have also been disconnected so there is no means to raise the alarm manually in the event of a fire. 07/10/24 – Repairs noted as outstanding and no evidence provided to indicate repairs have been completed.	☐	☐	☒
21.6	Where appropriate, are there adequate arrangements for silencing and resetting alarm conditions *It is NOT recommended that panels are silence/reset until the alarm situation has been fully investigated*	*In the event of an alarm, the occupiers/staff or relevant persons should be clearly directed through signage or information packs, on how to deal with an actual alarm condition or false alarm condition.*	☐	☐	☒
21.7	Where appropriate, has a comprehensive fire alarm zone plan been provided and placed near the fire alarm panel or testing point		☐	☒	☐
21.8	Relevant information on false alarm experience (if known)	No false alarm information reported or logged in the site logbook	☒	☐	☐
21.9	**Relevant Information and deficiencies observed**				
	DEFICIENCIES - See Above and…				
	NOTE: The above assessment is based on visual inspection and no audibility tests or verification of full compliance with relevant British Standard carried out for any of the alarms in any private dwelling.				

22. Manual Fire Extinguishing Appliances

			N/A	Y	N
22.1	Is there a reasonable standard of fire extinguishing appliances and/or Dry Risers		☐	☒	☐
22.2	Are all fire extinguishing appliances readily accessible and free from obstruction	One is behind a locked door (lift motor room)	☐	☒	☐
	Where appropriate, are there signs or drawings indicating the location of extinguishers		☐	☒	☐
	Are fire extinguishers suitably located on escape routes and at each floor level	Not required for the residential areas	☒	☐	☐
	Do fire extinguishers look to work and be undamaged	Subject to service and used in the lift motor room	☐	☒	☐
	Are fire extinguishers suitable for the purpose and appropriate for the type of fire:	*. Water – Wood, Paper, Textile and solid material* *. Powder – Liquid and Electrical Fires* *. Foam – Liquid Fire* *. CO2 – Liquid and Electrical Fires*	☐	☒	☐
	Are those who test and maintain equipment competent to do so	External service contract in place	☐	☒	☐
22.3	**Dry Risers** – Are these in good order and look to be undamaged		☒	☐	☐
	are there signs or drawings indicating the location of dry riser inlets/outlets		☒	☐	☐
	Are dry risers readily assessable and free from obstruction		☒	☐	☐

22.4	**Relevant Information and deficiencies observed**
	DEFICIENCIES – See above/below… The extinguishers provided are solely for use in the lift motor room. There is no requirement for extinguisher in the common residential areas
	Note: *Based on visual inspection, but no tests or verification of full compliance with relevant British Standards carried out.*

23. Automatic and Fixed Fire Extinguishing Systems

			N/A	Y	N
23.1	Is there a reasonable standard of an automated fire extinguishing system		☒	☐	☐
23.2	Is the system a Water/Mist System		☒	☐	☐
	Is system a CO^2 system		☒	☐	☐
	Is the system a foam system		☒	☐	☐
	Is the system a halon system		☒	☐	☐
	Is the system an inert gas system		☒	☐	☐
	Are those who test and maintain equipment competent to do so		☒	☐	☐

23.3	**Relevant Information and deficiencies observed**
	DEFICIENCIES – None It is not considered a requirement to install fire extinguishers or any other type of firefighting equipment/system in the common parts of this building.
	Note: Based on visual inspection, but no tests or verification of full compliance with relevant British Standards carried out.

24. Other Relevant Fixed Systems and Equipment

			N/A	Y	N
24.1	Is there a reasonable standard of an automated fire extinguishing system		☒	☐	☐
24.2	Type of System?		☒	☐	☐
	Are there appropriately sited facilities for electrical isolation of any photovoltaic (PV) cells, with appropriate signage, to assist the fire and rescue services		☒	☐	☐
	Are those who test and maintain equipment competent to do so		☒	☐	☐

24.3	**Relevant Information and deficiencies observed**
	DEFICIENCIES - None It is not considered a requirement to install fire extinguishers or any other type of firefighting equipment/system in the common parts at this premises.
	Note: Based on visual inspection, but no tests or verification of full compliance with relevant British Standards carried out. Relevant to life safety and this risk assessment (as opposed to property protection).

G. MANAGEMENT OF FIRE SAFETY

25. Procedures and Arrangements

25.1	Is there a reasonable standard of a Fire Safety Management		N/A	Y	N
				☐	☒
25.2	Safety Assistance	Is there a competent person(s) appointed under Article 18 of the Fire Safety Order to assist the responsible person in undertaking the preventative and protective measures? *(i.e., relevant general fire precautions)*	☐	☒	☐
	Competent Person	The Competent Person(s) Appointed:	. Block Manager . Fire Risk Assessors		
	Fire Safety Manager This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment	Fire Safety at the premises is managed by	Will Tomlinson (Representative of Responsible Person) Seraph Property Management		
25.3	Records	Is there a suitable written record of the fire safety arrangements *i.e. A fire safety management plan detailing arrangements to implement, control, monitor and review fire safety standards and to ensure those standards are maintained*	N/A	Y	N
			☐	☐	☒
	Procedures NOTE: Based on a brief review of procedures at the time of this fire risk assessment. In-depth review of documentation is outside the scope of this fire risk assessment, unless otherwise stated	Are procedures in the event of a fire appropriate and properly documented, where applicable. . No written fire safety policy or procedures were available at the time of the visit.	☐	☐	☒
	Inspections	Are routine in-house inspections of fire precautions undertaken. *(e.g., in the course of general health and safety inspections)?*	☐	☐	☒
	Relevant Information and deficiencies observed				
	. NO documented procedures of fire safety arrangements were provided or readily available. . Critical systems (Fire Detection and Emergency Lighting) have historic defects . CONSIDER effective communication to all residents of fire safety arrangements. . Enforce a Keep Clear Policy with regular in-house inspections with particular emphasis on the overall condition of the waste disposal facility.				
25.4	Evacuation Strategy	Stay Put	Simultaneous Evacuation	Other please specify below	
		☒	☐	☐	
25.5	**Relevant Information and deficiencies observed**				
	. A written fire safety management plan for the premises was not made available ***Note:*** *A fire safety management plan should outline your arrangements for implementing, controlling, monitoring, and reviewing fire safety standards as well as ensuring that the standards are maintained*				

26. Training and Drills

			N/A	Y	N
26.1	Is there a reasonable standard of training and fire safety drills		☐	☐	☒
26.2	More Specifically	Are all visiting staff given adequate fire safety instructions and training (where applicable)	☐	☒	☐
		When the employees of another employer work in the premises, is appropriate information on fire risk and fire safety measures provided	☒	☐	☐
		Are all occupiers given adequate fire safety instructions and training (where applicable for residential premises)	☐	☐	☒

26.3	**Relevant information (including description of arrangements and deficiencies observed)**
	DEFICIENCIES . No evidence of any written fire safety advice or policy being disseminated to occupiers
	NOTE: *Residents may not follow appropriate action in an emergency if they have never experienced that action. Fire Safety information and/or Fire drills should be carried out (where applicable) to ensure the occupier's understanding and familiarity with the operation of an emergency fire action plan and to evaluate its effectiveness and identify any weaknesses.* *The frequency of drills (where applicable) for each building should reflect the level of risk and may therefore be different for different premises. Fire drills should take place no less frequent than twice a year or once a year for small premises or where occupancy changes. Experience in individual premises, especially premises which are not usually staffed, may show that there is a need to vary the suggested frequencies.*

27. Testing and Maintenance Records (Site/Remote Storage)

			N/A	Y	N
27.1	Is there adequate inspection, testing, servicing, and maintenance of relevant systems and are appropriate records up to date (where relevant)		☐	☐	☐
27.2	Fire Detection and Alarm	Alarm Testing (weekly) . No records made available after 27/08/24	☐	☐	☒
		Alarm servicing/maintenance (6mth/12mth) . Compliant	☐	☒	☐
27.3	Emergency Escape Lights	EML Flick Testing (monthly) . No records made available after 08/01/24	☐	☐	☒
		EML soak test/maintenance (12mth) . Compliant	☐	☒	☐
27.4	Smoke Control Systems	AOV Testing (monthly) . No records made available after 27/08/24	☐	☐	☒
		AOV Servicing/Maintenance (6mth/12mth) . Compliant	☐	☒	☐
27.5	Fire Doors	General Inspections (monthly/ quarterly) . No records made available	☐	☐	☒
		Inspection/Service and Maintenance (12mth) . Overdue Periodic Service & Maintenance	☐	☐	☒
27.6	Fire Extinguishers	General Inspections (weekly) . No records made available after 12/18/24	☐	☐	☒
		Service and Maintenance (12mth) . Compliant	☐	☒	☐
27.7	Sprinkler/Mist Systems	General Inspection (6mth) . Choose an item.	☒	☐	☐
		Service and Maintenance (12mth) . Choose an item.	☒	☐	☐
27.8	Dry Risers/Rising Mains	General Inspection (6mth) . Choose an item.	☒	☐	☐
		Service and Maintenance (12mth) . Choose an item.	☒	☐	☐
27.9	Lifts	General Testing/Inspection (wk/mth) . No records made available after 08/01/24	☐	☐	☒
		Service and Maintenance (6mth) . No service and maintenance Records	☐	☐	☒
		Service and Maintenance (12mth) . No service and maintenance Records	☐	☐	☒
27.10	Portable Appliance Testing	As and when determined via a risk assessment . Choose an item.	☒	☐	☐
27.11	EICR / New Installation	Adequate Testing Records (≤5yearly intervals) . Compliant but with faults recorded	☐	☐	☒
27.12	Gas Safety Certification	Service and Maintenance (12mth) . Choose an item.	☒	☐	☐
27.13	*Other	Kitchen Extraction Units & Ducting . Choose an item.	☒	☐	☐
		. Choose an item.	☒	☐	☐

	Relevant information (including description of arrangements and deficiencies observed)
27.14	**DEFICIENCIES** see above and below . Deficiencies in the frequency of periodic testing/inspection of fire safety equipment . Certificates/Maintenance Records are overdue . Lack of up-to-date records provided There are also a number of fire doors on flats that should be regularly checked for general condition and correct operational as well as a more formal inspection undertaken annually by a competent fire door inspector. Records should be kept on site of these activities and remedial works carried out where defects have been identified. Consider at least a "Fire Door & Final Exit Door" Logbook to record regular inspections and maintenance. Many General Fire Logbooks may contain a section to record these items under the "Fire Door" section.

28. Premises Information Box (Logbook)

			N/A	Y	N
28.1	Is there a suitably located premises information box for the fire and rescue services i.e., on-site logbook, zone drawings, test certs, regular testing, and inspections		☐	☐	☒
28.2	Are there arrangements to keep the information box up to date	Fire Safety Equipment testing recorded	☐	☒	☐
		All Inspection/Maintenance recorded	☐	☐	☒
		Fire & Rescue Service on Arrival Information - Summary of information useful to the Fire & Rescue Service on arrival at an incident.	☐	☐	☒
		An 'Off The Run' notice - Containing details of any fire-fighting fixed installations not available for use	☒	☐	☐
		Building layout plans / Orientation / Floor Plans	☒	☐	☐
		Fire-fighting facilities /controls location plan	☒	☐	☐
		Personal Emergency Evacuation Plans (PEEPS)	☐	☐	☒
		Description of Significant fire safety issues such as poor compartmentation in rood spaces that may accelerate the spread of fire	☐	☐	☒
		Description of current fire evacuation strategy	☐	☐	☒

	Relevant information (including description of arrangements and deficiencies observed)
28.3	**Recommend** . Arrange for all weekly/monthly tests to be recorded in on-site logbook . Arrange for all 6/12mth inspections and maintenance to be recorded in on-site logbook
	NOTE: *An ideal fire document information box can be either* - *FireChief Slimline Fire Document Holder with Key Lock* - *FireChief Red Fire Document Cabinet with Key Lock (slightly bigger, can hold more documents)* - *For securing keys, a coded keylock safe such as MasterLock can be positioned alongside the document box and the key removed from the fire document holder for security* - *Testing and Maintenance records can be recorded in a FireChief A4 Fire Log Book which should suffice for most installations*

H. FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a commonly used risk level estimator:				
		Potential Consequences of Fire [1]		
		SLIGHT HARM	**MODERATE HARM**	**EXTREME HARM**
Likelihood of Fire [2]	**LOW**	**Trivial**	**Tolerable**	**Moderate**
	MEDIUM	**Tolerable**	**Moderate**	**Substantial**
	HIGHT	**Moderate**	**Substantial**	**Intolerable**
Common sense can usually dictate the main actions to be taken and are therefore inexpensive. Should any requirements prove to be expensive, interim measures should be put in place until they can be implemented (providing persons are not put at an unacceptable risk)				

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:		
LOW	**MEDIUM**	**HIGH**
☐	☒	☐

In this context, a definition of the above terms is as follows:	
LOW	Unusually low likelihood of fire as a result of negligible potential sources of ignition.
MEDIUM	Normal fire hazards (e.g., potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
HIGH	Lack of adequate controls applied to one or more significant fire 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	**MODERATE HARM**	**EXTREME HARM**
☐	☒	☐

In this context, a definition of the above terms is as follows:	
SLIGHT HARM	Outbreak of fire unlikely to result in serious injury or death of any occupant.
MODERATE HARM	Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants but is unlikely to result in multiple fatalities.
EXTREME HARM	Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:				
TRIVIAL	**TOLERABLE**	**MODERATE**	**SUBSTANTIAL**	**INTOLERABLE**
☐	☐	☒	☐	☐

Comments and relevant information

Efforts must be made to make safe and close out all defects noted in this report and the PRP Report dated 20/03/2023 and once completed, the risk to life may be reduced to Tolerable.

Risk Level	**Action and Timescale**
TRIVIAL	No action is required, and no detailed records need be kept
TOLERABLE	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
MODERATE	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
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 removed or 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.

Note:

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 section 30 “Corrective Actions (current FRA)”.

The fire risk assessment should also be repeated regularly on an annual schedule.

I. CORRECTIVE ACTIONS

29. Corrective Actions (Previous FRA)					
29.1	Have all previous actions been satisfactorily closed out	See Below and refer to the last available Fire Risk Assessment report for further clarification	N/A	Y	N
			☐	☐	☒
29.2	Details of recommendation not yet implemented.				
	01	. Several corrective actions have not been resolved from the previous fire risk assessment and appear to be present in number of assessments.			
	02				
	03				
	04				
	05				
	06				
	07				
	08				
	09				
	10				
29.3	**Additional Notes:**				

30. Corrective Actions (Current FRA)

30.1	It is considered that the following recommendations should be implemented, along with any outstanding corrective actions detailed in the previous fire risk assessment and/or reviewed in order to reduce fire risk to, or maintain it at, the following level		
	TRIVIAL	No action is required, and no detailed records need be kept, however the situation should be monitored regularly	☐
	TOLERABLE	No major additional controls required but the situation requires ongoing monitoring and there may be a need for improvements that involve minor or limited cost	☒

Ref Section	Notes and Recommendations	Timescale	Priority	Closed Out
7	**ELECTRICAL SOURCES OF IGNITION**			
	Arrange for the fixed electrical installations (EICR) to be tested and maintained to meet current industry standards which are recommended to be completed not more than every 5yrs or where a change to the installation or additions has occurred. It is further recommended that the EICR is conducted every 3yrs until an EICR is presented without C3/LIM limitations. Note the limitations identified as LIM in the previous EICR appear not to have been addressed so the EICR should be brought forward and any LIM and/or C3 recommendations rectified.	35 days		
	Arrange for the correct supports / cable fixings to be in place as identified in the lift motor room and utility enclosure by a competent electrical contractor.	35 days		
	Arrange for the correct termination of the old electrical supply in the cupboard near the rear fire exit. The use of mastic gun tips is not adequate	35 days		
	Arrange for the correct fixing of AOV rams to their frames and to relieve the cable strain of the electrical / actuation supplies	35 days		
	Arrange for the dusk/dawn light activation sensor to be repaired near the cycle store by a competent electrical contractor.	35 days		
	Arrange for locking-off/making secure, the electrical socket outlets about common areas by a competent contractor	35 days		
8	**SMOKING**			
	Arrange for a smoke-free policy is provided and communicated to all occupiers but also include, where smoking is permitted.	15 days		
9	**ARSON**			
	Arrange for the remove fire load items (Old Mail) from the mail area	7 days		
	Arrange for the removal of excess waste from the waste storage facility	7 days		
	Arrange to secure the waste facility storage area to remove the risk of arson and/or using its content as a fire load	30 days		

Ref Section	Notes and Recommendations	Timescale	Priority	Closed Out
10	**PORTABLE HEATERS AND FIXED HEATING AND VENTILATION SYSTEMS**			
	Recommend completion of overdue test and Inspect of fixed panel heating systems	30 days		
	Recommend Fixed heating grilles to be cleaned frequently to ensure dust/debris is not left to build up in the units.	30 days		
	Recommend locking-off/making secure, the electrical socket outlets about common hallways by a competent contractor to mitigate the risk of them being used for extensions leads, portable heating and/or charging of EV scooters/bicycles	30 days		
11	**COOKING**			
12	**LIGHTNING PROTECTION SYSTEM (LPS)**			
13	**HOUSEKEEPING AND COMBUSTIBLE MATERIALS**			
	Recommend a policy to advise cleaning operatives that they are tasked with checking all areas (including the waste storage facility) and to remove any fire load items once discovered or report such fire load items to the managing agents who can arrange removal and disposal of items.	14 days		
	Recommend enhancing the general inspection policy and its process to address and remove fire load items frequently.	30 days		
	Recommend removal of items used to wedge open the fire doors and to remind occupants of the importance of keeping fire doors closed and the risks of promoting fire and/or smoke accelerating through open fire doors	7 days		
	Recommend internal review of policy to reduce timeframes of having fire-load items removed from the waste storage facility asap (if not immediately) by also enhancing the general fire safety inspections.	30 days		
	Arrange for the safe storage of “Cleaning in progress”. These should not be stored on the escape routes unless cleaning is in progress.	7 days		
14	**HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS**			
15	**DANGEROUS SUBSTANCES**			
16	**OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION**			

Ref Section	Notes and Recommendations	Timescale	Priority	Closed Out
17	**MEANS OF ESCAPE And ESCAPE ROUTE**			
	Implement review and rectification of all fire doors (including flat entrance doors) as identified in a number of fire door inspections; to ensure all are FD30s complaint as a minimum standard to include self-closers, cold smoke seals and intumescent seals where doors are on utility enclosures and cupboards that open onto the escape route. This should also include the adequacy of fire rated vision panels where fitted.	45 days		
	Arrange for a review of the fire resistance of the wall coverings (wood-chip wall paper) about the common escape route areas. If its fire resistance can not be confirmed, consider overpainting with intumescent paint to limit the acceleration of fire on the escape route.	45 days		
	Arrange for the immediate repair of the AOV system, the AOV control Rams and securing of supply cables.	45 days		
	Implement **a** review of the electrical service enclosure to ensure adequate compartmentation & fire stopping and to ensure the enclosure will resist the passage of smoke and/or fire.	45 days		
	Recommend installation contrasting vision nosing to step edges on the escape route stairs/steps	45 days		
	Recommend removal of all loose foot mats/rugs on escape route.	25 days		
	Recommend canvasing to enquire if any residents are disabled and/or have any impairments that would extend their escape in the event of a fire and prepare PEEPs where required.	15 days		
18	**MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT**			
	Recommend review of the construction and effectiveness of compartmentation as detailed in section 18, and further detailed in the PRP report due to inadequate compartmentation and fire stopping of the electrical intake room and loft space on the common escape route.	90 days		

Ref Section	Notes and Recommendations	Timescale	Priority	Closed Out
19	**EMERGENCY ESCAPE LIGHTING**			
	Recommend installation of emergency escape lighting covering the common area landings, stairwell, basement and plant rooms. *This should be assessed and installed by a competent contractor. Refer to BS EN 50172_2004 BS 5266-8_2004_ Emergency Escape Lighting Systems and the guidance at the end of this report*	45 days		
	Recommend installation of emergency escape route lighting and have the installation(s) maintained by a competent contractor. Where applicable, this includes the Emergency Escape Lighting within the private demises also. *This should be assessed and installed by a competent contractor. Refer to BS EN 50172_2004 BS 5266-8_2004_ Emergency Escape Lighting Systems and the guidance at the end of this report*	45 days		
	Recommend installation of additional emergency escape route lighting and have exiting installations maintained by a competent contractor. Where applicable, this includes the Emergency Escape Lighting within the private demises also. *This should be assessed and installed by a competent contractor. Refer to BS EN 50172_2004 BS 5266-8_2004_ Emergency Escape Lighting Systems and the guidance at the end of this report*	45 days		
	Arrange for the emergency lighting to be further inspected and to have any faults identified, rectified within 30days of identification. Several faults have been repeatedly noted on several reports to date. *You must be able to satisfy the enforcing authority, if called upon to do so, that you have carried out suitable testing and maintenance of fire protection measures.* *Refer to BS 5266 for further information and guidance on routine inspections and tests*	30 days		
20	**FIRE SAFETY SIGNS AND NOTICES**			
	Recommend further review and installation of fire safety signage throughout the premises	30 days		
	Install **illuminated f**inal exit "Fire Escape" Signs comprising Exit Image, Supplementary Safe Condition Direction Arrow and Supplementary Text on all final exit doors. *Refer to BS 5499-4:2013 for code of practice relating to type and placement of escape route signage or refer to "Section M" at the end of this report.*	30 days		
	Install "Keep Out/Warning" signs on utility enclosures	30 days		

Ref Section	Notes and Recommendations	Timescale	Priority	Closed Out
21	**MEANS OF GIVING WARNING IN CASE OF FIRE**			
	Recommend installation of clear signage of how to report alarms (actual alarm, false alarms and faults) to the managing agents in the event of any alarm conditions when it is safe to do so.	15 days		
	Recommend upgrade/ reinstatement of the isolated fire detection system as noted in service/maintenance reports but to also include reinstatement of the manual call points as a means of raising the alarm in the event of a fire.	35 days		
22	**MANUAL FIRE EXTINGUISHING APPLIANCES & DRY RISERS**			
23	**AUTOMATIC AND FIXED FIRE EXTINGUISHING SYSTEMS**			
24	**OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT**			
25	**PROCEDURES AND ARRANGEMENTS**			
	Prepare a written fire safety management plan detailing arrangements to implement, control, monitor and review fire safety standards and to ensure those standards are maintained.	60 days		
	Implement a formal inspection regime for general fire safety within the common parts that includes any carpark areas and waste storage facilities to identify fire load items at the earliest opportunity and to have them removed.	45 days		
	Recommend implementation and issuing of: . Effective communication to all occupiers, fire safety arrangements other than the standard Fire Action Notices.	45 days		
26	**TRAINING AND DRILLS**			
	As above, recommend Fire Safety information should be disseminated and/or Fire drills should be carried out (where applicable) to ensure the occupier's understanding and familiarity with the operation of an emergency fire action plan and to evaluate its effectiveness and identify any weaknesses.	45 days		

Ref Section	TESTING AND MAINTENANCE RECORDS			
27	**Notes and Recommendations**	**Timescale**	**Priority**	**Closed Out**
	FIRE ALARMS and DETECTION			
	Recommend weekly testing of fire alarm system in the communal area by nominated personnel is reinstated. - Record testing and checks in on-site logbook	15 days		
	Recommend 6/12 mth testing/maintenance of fire alarm systems in the private demise by an approved contractor. - Record testing/maintenance in on-site logbook	30 days		
	EMERGENCY LIGHTING			
	Recommend monthly testing of emergency lighting systems by appointed personnel is reinstated. - Record testing and checks in on-site logbook	15 days		
	SMOKE CONTROL (AOV)			
	Recommend monthly periodic testing of the Smoke Control systems in the communal area by appointed personnel is reinstated. - Record testing and checks in on-site logbook	15 days		
	FIRE DOORS			
	Recommend implementation of periodic quarterly checks of Fire Doors by appointed personnel. - Record checks in on-site logbook	30 days		
	Recommend installation of an on-site "Fire Door" logbook and record inspections as well as the more formal servicing and maintenance undertaken by a suitably trained person or organisations.	15 days		
	FIRE EXTINGUISHERS			
	Recommend implementation of periodic monthly general inspections of Fire Extinguishers by appointed personnel is reinstated. - Record inspections in the on-site logbook	15 days		
	SPRINKLER SYSTEMS			

27	**DRY RISERS/RISING MAINS**			
	LIFTS			
	Recommend implementation of weekly/monthly general inspection & testing of lifts by appointed personnel is reinstated. - Record testing and checks in on-site logbook	15 days		
	Recommend implementation of 3mth testing and service of all lifts by an approved contractor. Record testing and checks in on-site logbook	30 days		
	Recommend implementation of 6mth testing and service of all lifts by an approved contractor. Record testing and checks in on-site logbook	30 days		
	Recommend implementation of 12mth service /maintenance of all lifts by an approved contractor in line with LOLER regulations. Record testing and checks in on-site logbook	30 days		
	PORTABLE APPLIANCE TESTING (PAT)			
	EICR / NEW INSTALLATIONS			
	Recommend attendance by a competent electrician to complete EICR certification on the electrical circuits in the common areas every 3yrs. Retain testing and certification in on-site document box	30 days		
	GAS SAFETY (CARBON MONOXIDE ALARMS)			
	GAS SAFETY APPLIANCE CERTIFICATION			
	KITCHEN EXTRACTION/FILTRATION UNITS			
	OTHER FIRE SAFETY MEASURES			

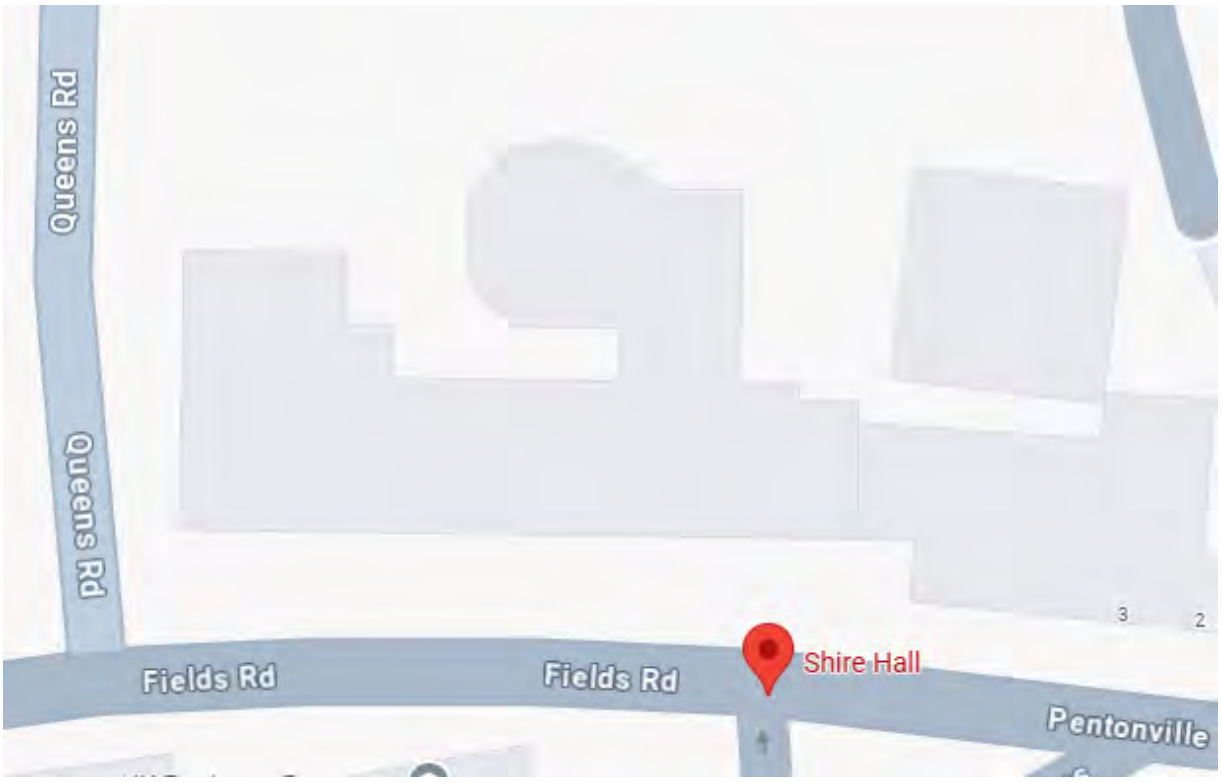
Ref Section	Notes and Recommendations	Timescale	Priority	Closed Out
28	**PREMISES INFORMATION BOX (LOGBOOK)**			
	Recommend installation of a Fireproof document holder is installed to house on-site records and logbooks	30 days		
	Update Fire Safety Equipment periodic testing records	30 days		
	Update All Inspection/Maintenance recorded	30 days		
	Fire & Rescue Service on Arrival Information - Summary of information useful to the Fire & Rescue Service on arrival at an incident.	30 days		
	Deposit any Personal Emergency Evacuation Plans (PEEPS)	30 days		
	Deposit Description of Significant fire safety issues such as the deficiencies in compartmentation in the roof space	30 days		
	Deposit Description of current fire evacuation strategy	30 days		

J. SITE PLANS

Full Site plans were not available, but aerial prints used for reference to understand the building footprint.



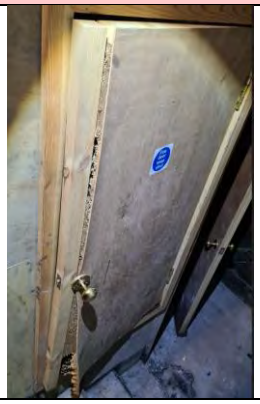
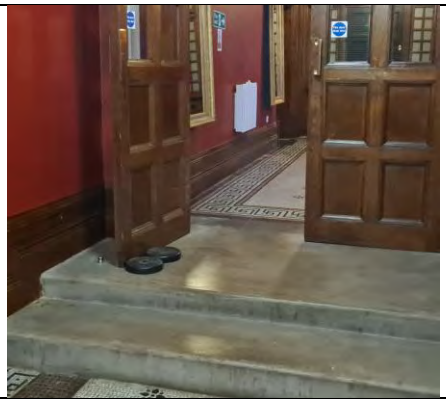
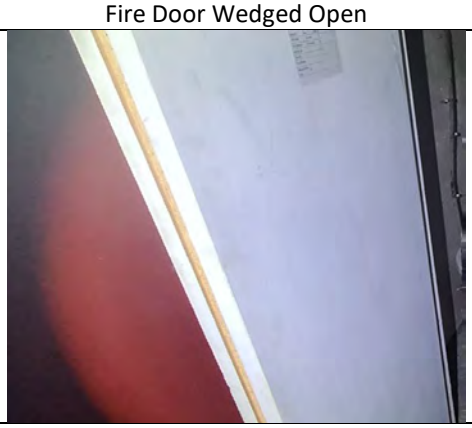
General Site – Not to Scale

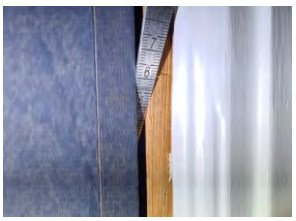


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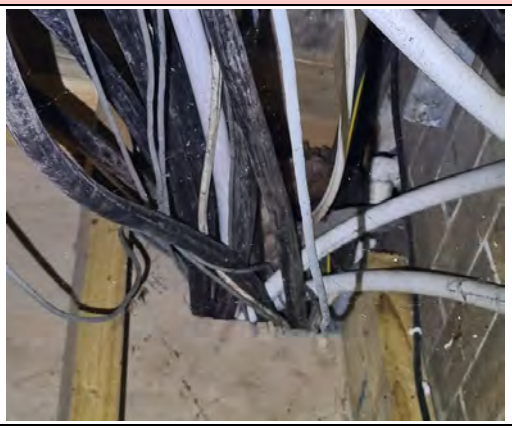
K. PHOTOGRAPHS OF DEFECTS

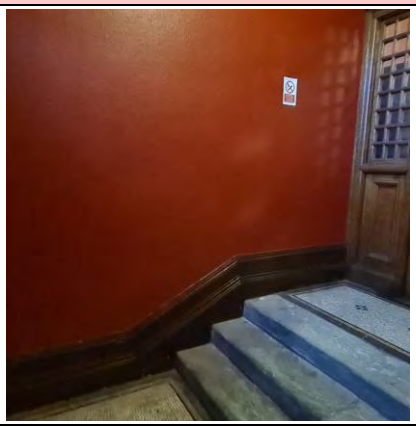
The use of photographs within the report serves to illustrate a particular point to enable an understanding and does not necessarily mean that all points have been captured in photographs. The written elements within the report should be considered as the comprehensive detail of the Fire Risk Assessment.

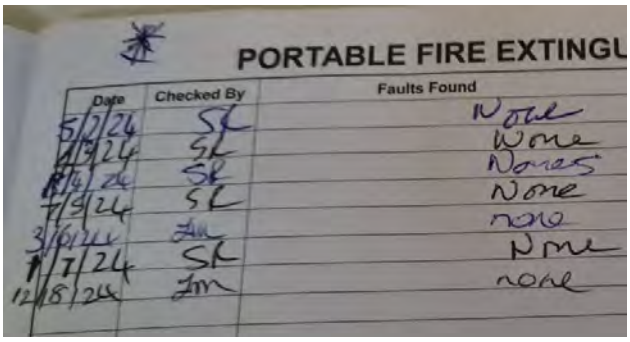
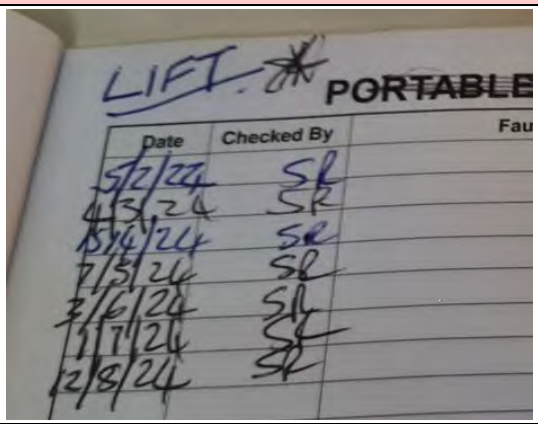
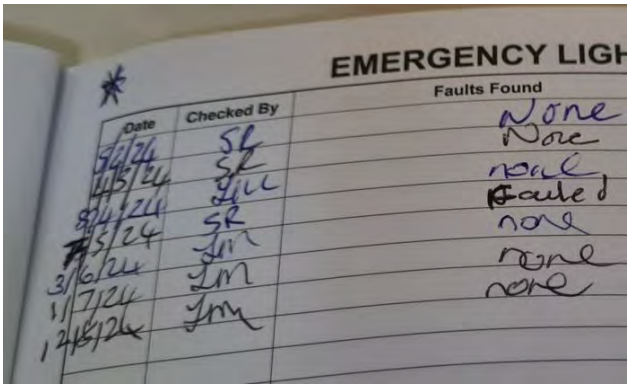
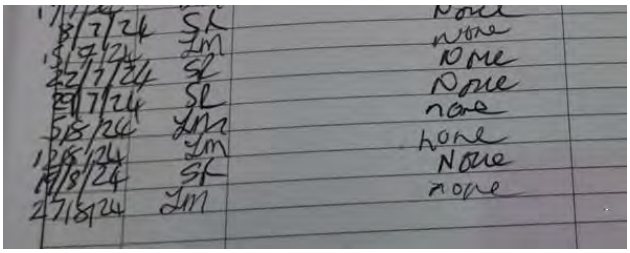
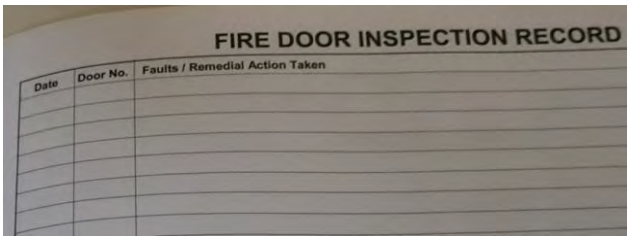
FIRE DOORS & FINAL EXIT DOOR DEFECTS	
	
Fire Door – Poor Condition	Fire Door Excessive Gaps
	
Poor Fire Door Installation	Fire Door Wedged Open
	
Non fire rated glass in fire door	No Smoke Seals – Fire Door
	
Damage about Fire Door	Fire Doors – Not Closing To Stops

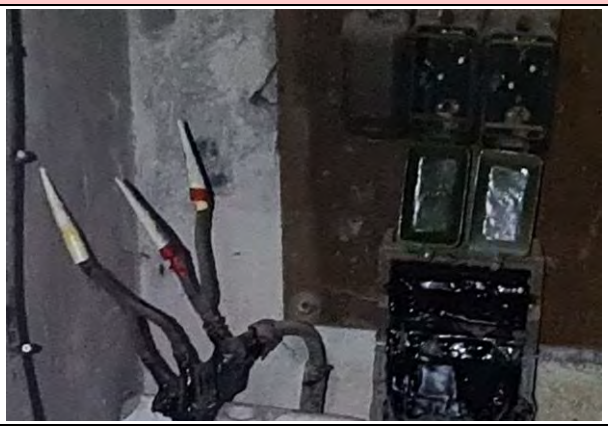
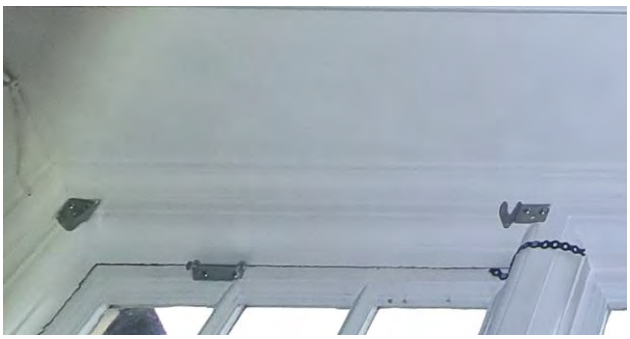
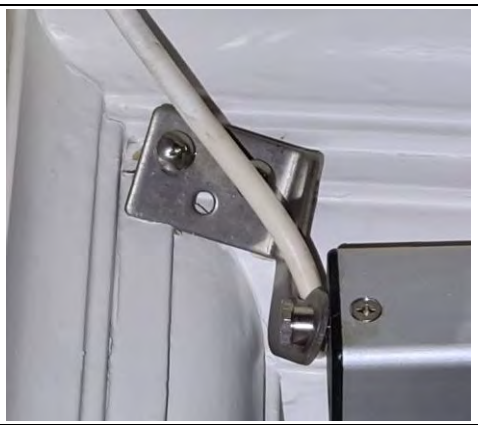
	
Fire Doors – Not Closing To Stops	Fire Doors – Not Closing To Stops
	
Fire Doors – Not Closing To Stops	Excessive gaps about fire doors
	 
Damaged Fire Doors	Excessive gaps about fire doors
N/A	N/A

FIRE LOAD AND TRIP HAZARDS	
	
Fire Load – Non Fire Rated Notice Board with Cover	Trip Hazards – No Wet Floors, No Cleaning Taking Place
	
Fire Load – Personal Affects	Fire Load – Non fire rated wood-chip paper
	N/A
Fire Load / Trip Hazards / Material for Arson	Fire Load / Trip Hazard
N/A	N/A
Fire Load / Trip Hazard	Fire Load / Trip Hazard

FIRE STOPPING & COMPARTMENTATION DEFECTS	
	
Poor Fire Stopping & Compartment Breached	Poor Fire Stopping & Compartment Breached
	N/A
Potential Breach of Compartment through open grills	Poor Fire Stopping & Compartment Breached
N/A	N/A
Poor Fire Stopping & Compartment Breached	Poor Fire Stopping & Compartment Breached
N/A	N/A
Poor Fire Stopping & Compartment Breached	Poor Fire Stopping & Compartment Breached

SIGNAGE DEFECTS – SEE REPORT	
	
No Change in Level Signage	No “Danger Keep Out” signage on utility enclosure
	N/A
No Change in Level Signage	
N/A	N/A
N/A	N/A

OTHER DEFECTS	
	
12/08/24 Last Fire Extinguisher Monthly Check	12/08/24 Last Lift Periodic Test/Check
	
12/08/24 Last EML Test	27/08/24 Last Fire Alarm/AOV test
	
No Fire Door Inspection Records	Fault light illuminated
	
Inadequate cable management	Inadequate cable management

OTHER DEFECTS	
	
Poor Termination / Isolation of Old Supply	Unsecured Electrical Outlets
	
Decomissioned Manual Call Points	Broken AOV Actuator Ram Fixings
	
Missing AOV Actuator Ram	Poor Fixing of AOV Actuator Ram
	
No constrasting Nose Edges	Broken Dusk/Dawn Sensors

L. GUIDANCE – STANDARDS OF AUTOMATIC FIRE DETECTION & ALARMS

Category/Grade (Note 5)	Type of premises
L2	Hotels, motels, hostels, large bed and breakfast and boarding house type accommodation. (Note 1)
L2 or L3	School and student residencies. Family group homes, (especially refuges for vulnerable groups).
L2 in common areas (Note 2)	Sheltered accommodation.
Grade A LD2 in common areas (Note 3)	Houses in multiple occupation of more than two storey's (more than one floor above ground) or any floor greater than 200m^2 Flats and conversions (including holiday flats) that have not been constructed to building regulation standards.
Grade D LD2 or 3 (Note 3)	Houses in multiple occupation and small premises, e.g., bed and breakfast of up to two storeys' (up to one floor above ground) with no floor greater than 200m^2
(Note 4)	Flats and maisonettes constructed to current building regulation standards (common areas).

Key	Notes
L2	automatic fire detection system with detectors sited in escape routes (including rooms that open on to escape routes) and rooms or areas of high fire risk to occupants, detailed in BS 5839-1[16]
L3	automatic fire detection system with detectors sited in escape routes (including rooms that open on to escape routes), detailed in BS 5839-1[16]
Grade A LD2	an automatic fire detection system (designed for dwellings and based on a BS 5839-116 system) with detectors sited in escape routes (including rooms that open on to escape routes) and in rooms or areas that present a high fire risk to occupants, detailed in BS 5839-6[90]
Grade D LD2	an automatic fire detection system (designed for dwellings) based on interconnected mains powered smoke alarms (with battery back-up) with detectors sited in escape routes (including rooms that open on to escape routes) and in rooms or areas that present a high fire risk to occupants, detailed in BS 5839-6[90]
Grade D LD3	an automatic fire detection system (designed for dwellings) based on interconnected mains powered smoke alarms (with battery back-up) with detectors sited in escape routes (including rooms that open on to escape routes), detailed in BS 5839-6[90]

Note	Description
1	In the case of single self-contained chalet type accommodation, a Grade D LD2 or 3 system may be appropriate
2	An individual private dwelling in sheltered accommodation should have a Grade C LD 2 or 3 system but this need not be connected to the system that covers the common areas. Where the occupants are mobility impaired to a degree that they would be at high risk in the event of fire; or they suffer from a disability (e.g., speech impairment) that would preclude communication with the fire and rescue service, provision of facilities for the automatic transmission of the fire alarm signal to the fire and rescue service should be considered.
3	An individual private dwelling should have a Grade D LD2 or 3 system, but this need not be interconnected with the system that covers the common areas of the building.
4	Flats and maisonettes constructed to current building regulations, will not require automatic fire detection in common areas. However, self-contained smoke alarms will normally be fitted within each accommodation unit.
5	The outcome of your risk assessment will determine the necessary standard of AFD required, e.g., in some cases, a BS5839-1[16] - Category L1 system may be appropriate.

M. GUIDANCE – ESCAPE ROUTE SIGNAGE

Table 1 **Escape route signs (meaning and use of BS EN ISO 7010:2012, E001 or E002 with directional arrow)**

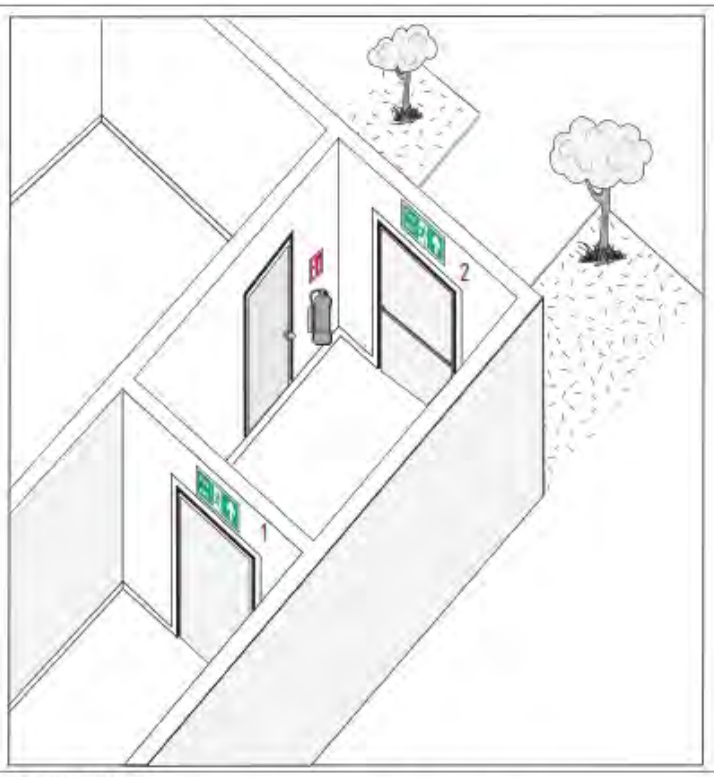
Escape route sign	Meaning	Location
	1. Progress down to the right (indicating change of level), see Figure A.3.	1. On wall or suspended at head of stairs or ramp. 2. On half landing wall or stairs. 3. Suspended at change of level.
	1. Progress up to the right (indicating change of level), see Figure A.9. 2. Progress forward and across to the right from here when suspended within an open area, see Figure A.17.	1. On wall or suspended at foot of stairs or ramp. 2. On half landing wall or stairs. 3. Suspended at change of level. 4. Suspended in open areas.
	1. Progress down to the left (indicating change of level), see Figure A.6.	1. On wall or suspended at head of stairs or ramp. 2. On half landing wall or stairs. 3. Suspended at change of level.
	1. Progress up to the left (indicating change of level), see Figure A.8. 2. Progress forward and across to the left from here when suspended within an open area.	1. On wall or suspended at foot of stairs or ramp. 2. On half landing wall or stairs. 3. Suspended at change of level. 4. Suspended in open areas.
	1. Progress forward from here (indicating direction of travel). 2. Progress forward and through from here, when sign is sited above a door (indicating direction of travel), see Figure A.1. 3. Progress forward and up from here (indicating change of level), see Figure A.16.	1. Suspended in corridor leading to door. 2. Suspended in open areas. 3. Suspended in front of door. 4. Positioned above door. 5. Suspended at foot of stairs or ramp.
	1. Progress to the right from here (indicating direction of travel), see Figure A.13.	1. On corridor walls. 2. Suspended adjacent and left of the exit. 3. Suspended at change of direction.
	1. Progress to the left from here (indicating direction of travel), see Figure A.12.	1. On corridor walls. 2. Suspended adjacent and right of exit. 3. Suspended at change of direction.
	1. Progress down from here (indicating change of level), see Figure A.3.	1. Suspended at head of stairs or ramp. 2. Suspended at change of level.

Typical connecting corridor showing the correct use of escape route sign(s) with supplementary text



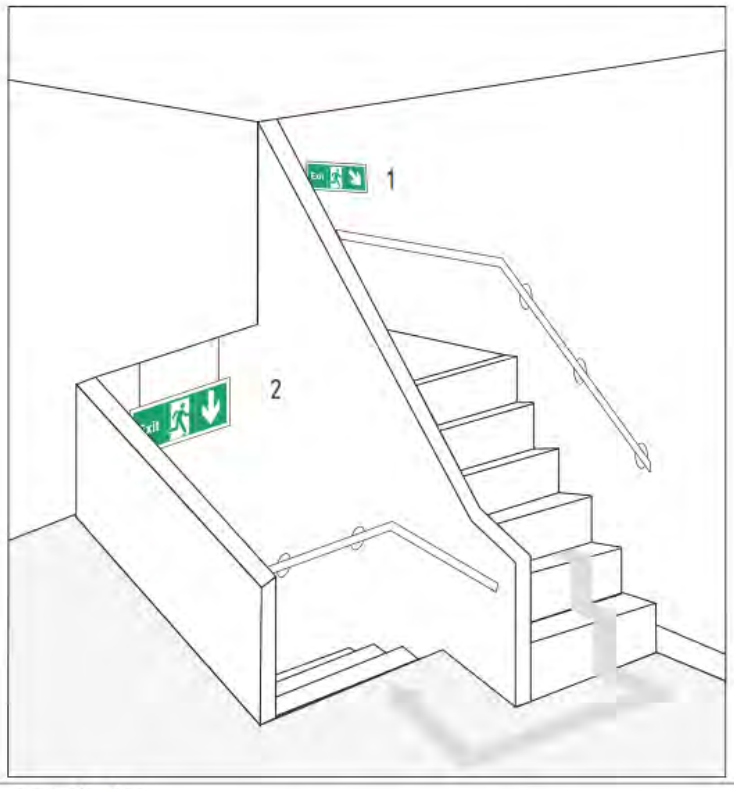
Use of escape route signs	
1 Progress forward and through from here as viewed from in front of the sign.	1 Positioned above door.
2 Progress forward and through from here as viewed from in front of the sign.	2 Positioned above door.

Typical adjoining corridor to final fire exit showing the correct use of escape route sign(s) with supplementary text



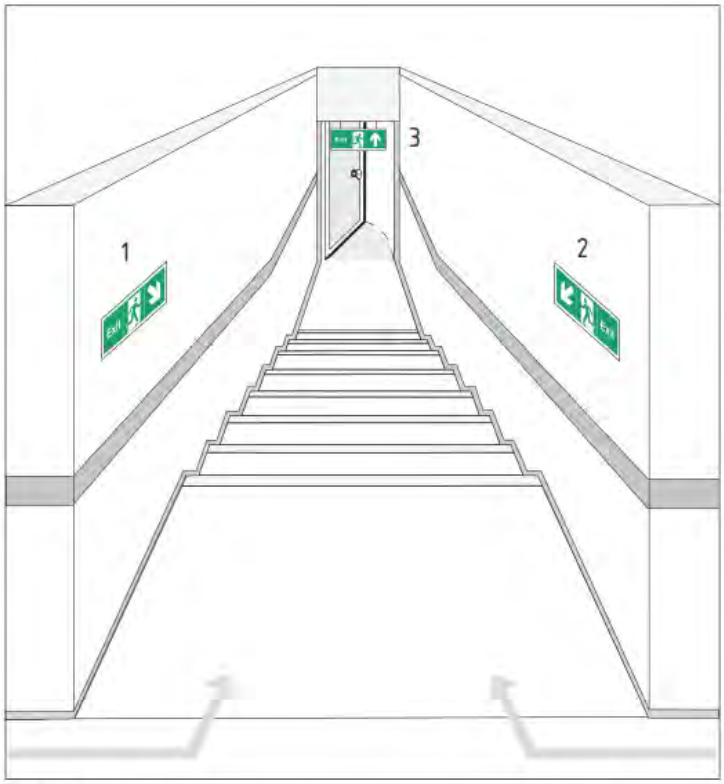
Use of escape route signs	
1 Progress forward and through from here as viewed from in front of the sign.	1 Positioned above door.
2 Progress forward and through from here as viewed from in front of the sign.	2 Positioned above door.

Typical half landing stairway showing the correct use of escape route sign(s) with supplementary text



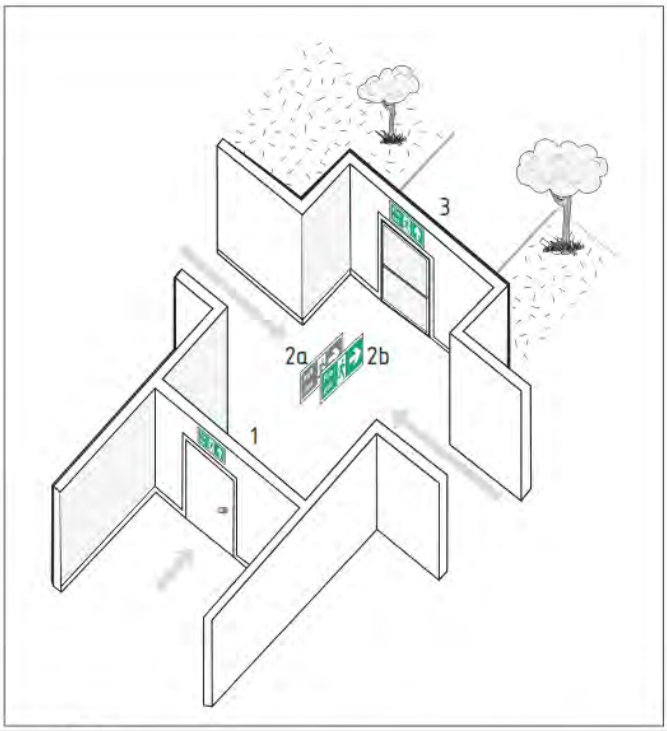
Use of escape route signs			
1	Progress down to the right as viewed from in front of the sign.	1	On wall of half landing.
2	Progress down from here as viewed from in front of the sign.	2	Suspended at change of level.

Typical single flight descent stairway showing the correct use of escape route sign(s) with supplementary text



Use of escape route signs			
1	Progress down to the right as viewed from in front of the sign.	1	On wall at head of stairs.
2	Progress down to the left as viewed from in front of the sign.	2	On wall at head of stairs.
3	Progress forward and through from here as viewed from in front of the sign.	3	Suspended in front of door.

Typical cross junction/corridor(s) to final fire exit showing the correct use of escape route sign(s) with supplementary text



Use of escape route signs			
1	Progress forward and through from here as viewed from in front of the sign.	1	Positioned above door.
2a	Progress to the left from here.	2a	Suspended at change of direction.
2b	Progress to the right from here.	2b	Suspended at change of direction.
3	Progress forward and through from here as viewed from in front of the sign.	3	Positioned above door.

Typical lobby entrance leading to left-handed descent stairway showing the correct use of escape route sign(s) with supplementary text



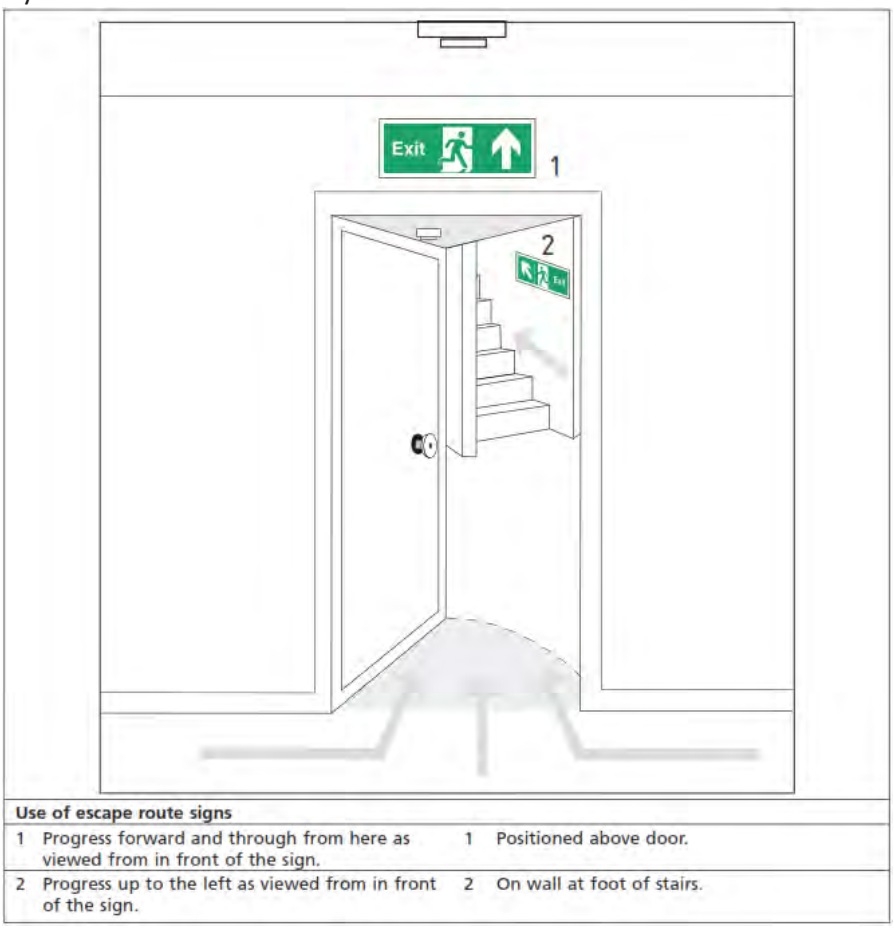
Use of escape route signs			
1	Progress forward and through from here as viewed from in front of the sign.	1	Positioned above door.
2	Progress down to the left from here as viewed from in front of the sign.	2	On wall at head of stairs.

Typical lobby entrance leading to right-handed descent stairway showing the correct use of escape route sign(s) with supplementary text



Use of escape route signs			
1	Progress forward and through from here as viewed from in front of the sign.	1	Positioned above door.
2	Progress down to the right as viewed from in front of the sign.	2	On wall at head of stairs.

Typical lobby entrance leading to left-handed ascent stairway showing the correct use of escape route sign(s) with supplementary text



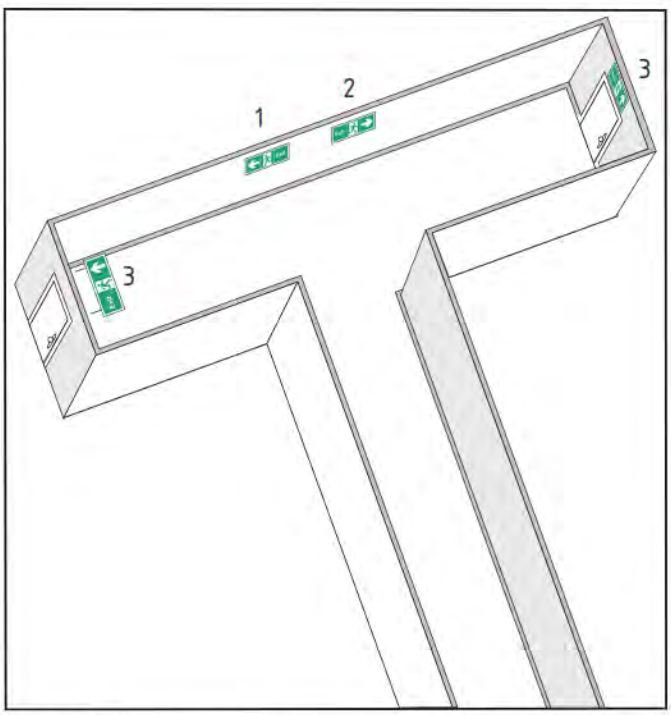
Use of escape route signs			
1	Progress forward and through from here as viewed from in front of the sign.	1	Positioned above door.
2	Progress up to the left as viewed from in front of the sign.	2	On wall at foot of stairs.

Typical connecting corridor(s) to final fire exit showing the correct use of escape route sign(s) with supplementary text



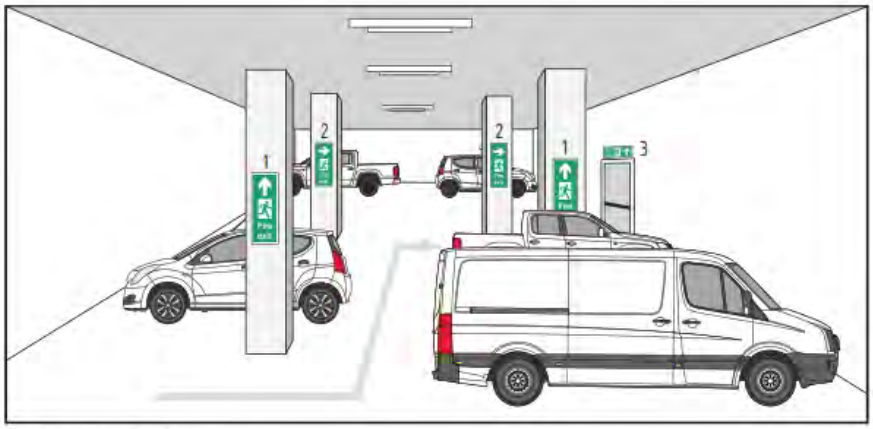
Use of escape route signs			
1	Progress forward and through from here as viewed from in front of the sign.	1	Positioned above door.
2	Progress forward from here as viewed from in front of the sign.	2	Suspended at change of direction.
3	Progress forward from here as viewed from in front of the sign.	3	Suspended in corridor leading to door.

Typical T-junction corridor offering alternate equidistant routes showing the correct use of escape route sign(s) and supplementary text



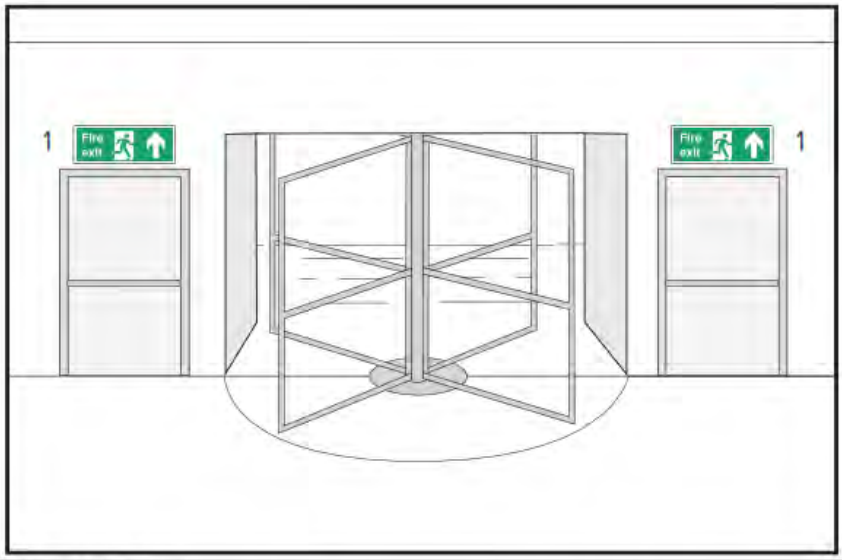
Use of escape route signs			
1	Progress to the left from here as viewed from in front of the sign.	1	On corridor wall.
2	Progress to the right from here as viewed from in front of the sign.	2	On corridor wall.
3	Progress forward and through from here as viewed from in front of the sign.	3	Positioned above door.

Typical internal car park progressing forward then right to the final fire exit showing the correct use of escape route sign(s) with supplementary text



Use of escape route signs			
1	Progress forward from here as viewed from in front of the sign.	1	Positioned on buttress.
2	Progress to the right as viewed from in front of the sign.	2	Positioned on buttress at change of direction.
3	Progress forward and through from here as viewed from in front of the sign.	3	Positioned above door.

Typical revolving door arrangement showing the identification of fire exit(s) with the use of escape route sign(s) and supplementary text



Use of escape route signs			
1	Progress forward and through from here.	1	Positioned above door.
2	Progress forward and through from here.	2	Positioned above door.

N. GUIDANCE – GENERAL & MANDATORY NOTICE EXAMPLES (BS5499-10)



Reference No. FNM1

Function

To signify that the fire door has to be kept shut

Dimensions

Lower case letter height 4.5 mm

Notice diameter 60 mm



Reference No. FNM2

Function

To signify that the fire door has to be kept locked shut

Dimensions

Lower case letter height 4.5 mm

Notice diameter 60 mm



Reference No. FNF2

Function

To indicate the location of a dry riser

Dimensions

Lower case letter height 15 mm

Height of square 120 mm



Reference No. FNF5

Function

To indicate the location of a gas shut off valve

Dimensions

Lower case letter height 10 mm

Height of square 120 mm



Reference No. FNF6

Function

To indicate the location of a sprinkler control valve

Dimensions

Lower case letter height 10 mm

Height of square 120 mm



Reference No. FNF10

Function

To indicate the location of smoke vent manual control

Dimensions

Lower case letter height 8 mm

Height of square 120 mm






Fire action
If you discover a fire
Operate nearest fire alarm point.
Call the Fire Brigade by telephoning 999
Leave the building by the nearest exit.
Report to your assembly point at
Do not stop to collect personal belongings


Fire action
If you discover a fire
Operate nearest fire alarm point.
Call the Fire Brigade by telephoning 999
Leave the building by the nearest exit.
Report to your assembly point at
Do not stop to collect personal belongings
Do not use lift


Fire action
If fire breaks out in your flat:
Leave the room where the fire is straight away, then close the door.
Tell everyone in your flat and get them to leave.
Close the flat entrance door behind you.
Do not stay behind to put the fire out.
Wait outside, away from the building.
Call the fire service - dial 999 or 112
If you see or hear of a fire in another part of the building:
The building is designed to contain a fire in the flat where it starts.
This means it will usually be safe for you to stay in your own flat if the fire is elsewhere.
You must also leave immediately if smoke or heat affects your home, or you are told to leave by the fire service.
If you are in doubt - get out.
To call the fire service:
Dial 999 or 112
When the operator answers, give your telephone number and ask for fire.
When the fire service reply, give the address where the fire is.
Do not end the call until the fire service has repeated the address correctly.

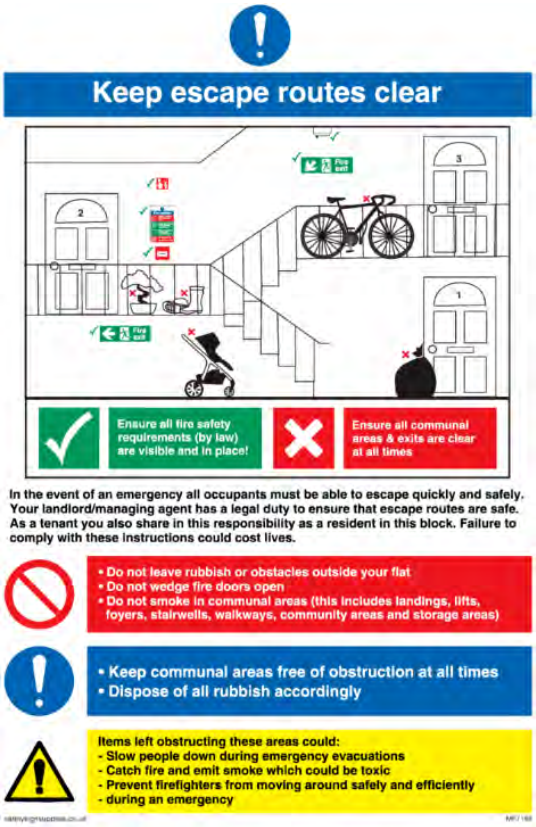

NO SMOKING
It is against the law to smoke in these premises




Caution
Plant room
Door to be kept locked
No admittance Authorised personnel only


In the event of fire do not use this lift


Caution
in the event of fire
Do not use this lift


Keep escape routes clear
Ensure all fire safety requirements (by law) are visible and in place!
Ensure all communal areas & exits are clear at all times
In the event of an emergency all occupants must be able to escape quickly and safely. Your landlord/managing agent has a legal duty to ensure that escape routes are safe. As a tenant you also share in this responsibility as a resident in this block. Failure to comply with these instructions could cost lives.
• Do not leave rubbish or obstacles outside your flat
• Do not wedge fire doors open
• Do not smoke in communal areas (this includes landings, lifts, foyers, stairwells, walkways, community areas and storage areas)
• Keep communal areas free of obstruction at all times
• Dispose of all rubbish accordingly
Items left obstructing these areas could:
- Slow people down during emergency evacuations
- Catch fire and emit smoke which could be toxic
- Prevent firefighters from moving around safely and efficiently
- during an emergency


Fire exit
Keep clear

O. GUIDANCE – EMERGENCY ESCAPE ROUTE LIGHTING



The primary purpose of emergency escape lighting is to illuminate escape routes, but it also illuminates other safety equipment. The size and type of your premises and the risk to the occupants will determine the complexity of escape lighting required.

An emergency escape lighting system would usually cover the following:

- each exit door.
- escape routes.
- intersections of corridors.
- outside each final exit and on external escape routes.
- emergency escape signs.
- stairways so that each flight receives adequate light.
- changes in floor level.
- windowless rooms and toilet accommodation exceeding 8m
- firefighting equipment.
- fire alarm call points.
- equipment that would need to be shut down in an emergency.
- lifts

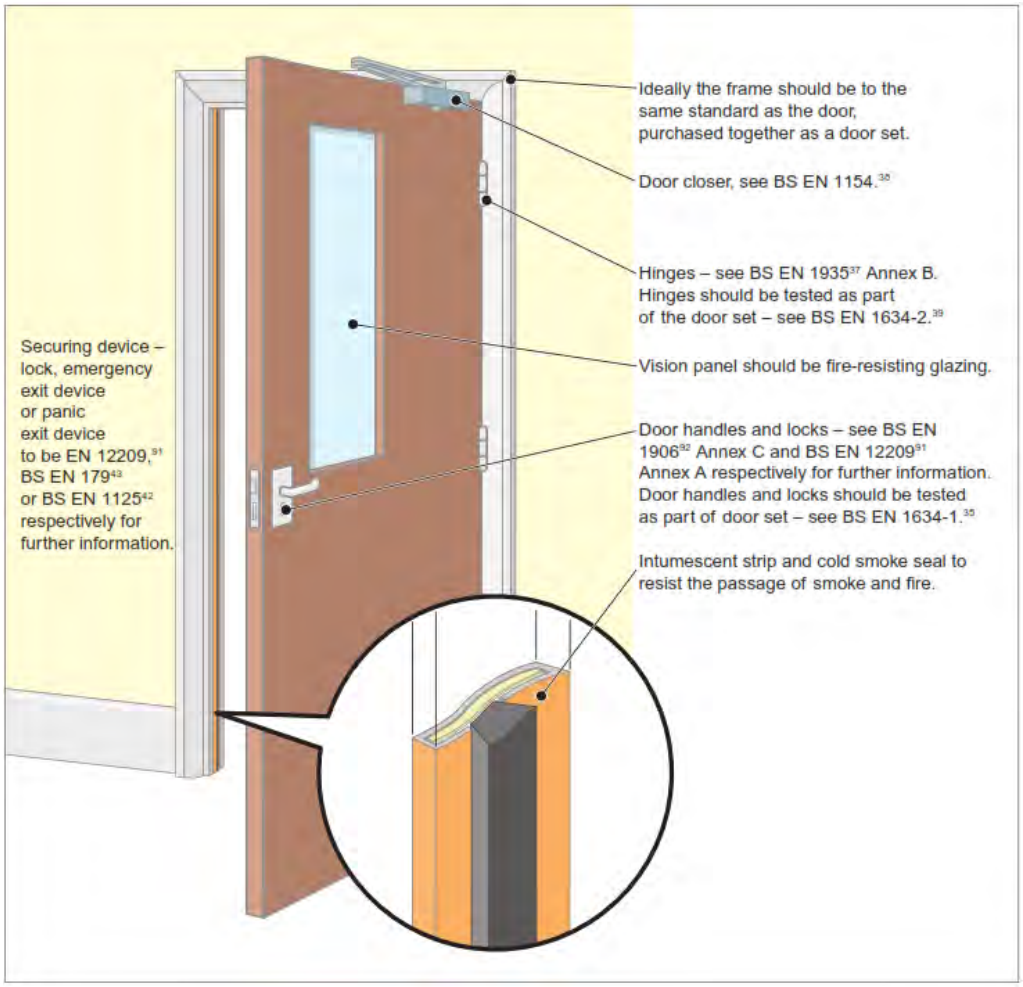
It is not necessary to provide individual lights(luminaires) for each item above, but there should be a sufficient overall level of light to allow them to be visible and usable.

Emergency escape lighting can be both ‘maintained’, i.e., on all the time, or ‘non-maintained’ which only operates when the normal lighting fails. Maintained lighting should be used in areas where people may be unfamiliar with the premises where residents or visitors of such premises, may be unfamiliar with the layout.

Systems or individual luminaires are designed to operate for durations of between one and three hours. In practice, the three-hour design is the most popular and can help with maintaining limited continued use of your premises during a power failure (other than in an emergency situation).

If the fire risk assessment has highlighted the need for emergency escape route lighting, or that it may be deemed inadequate or faulty, please seek professional advice from a competent contractor.

P. GUIDANCE – FIRE DOORS





Effective fire-resisting doors are vital to ensure that occupants can evacuate to a place of safety and an essential part of any fire safety plan.

Your fire doors need to be checked regularly to ensure they have not become damaged or faulty in any way. Periodic inspections are therefore required at least every 6-12 months so as to safeguard the occupants of the building as well as your business in general. This is especially important for new buildings and buildings that experience a lot of traffic. While this may not seem like a high priority, making sure your fire doors are regularly inspected and adequate for use is a legal obligation.

Article 17 of the Fire Safety Order makes it a legal requirement, meaning any premises with fire resisting doors and escape doors will need to conduct regular checks and record findings. Those that fail to adhere to these laws can be prosecuted by authorities and in extreme cases, have their buildings closed down.

Correctly specified and well-fitted doors will hold back fire and smoke preventing escape routes becoming unusable, as well as preventing the fire spreading from one compartment to another.

Fire-resisting doors are necessary in any doorway located in a fire-resisting structure or door that opens onto a common escape route area. Most internal doors are constructed of timber. These will give some limited protection against fire spread, but only a purpose-built fire-resisting door that has been tested to an approved standard will provide the necessary protection.

All fire-resisting doors are rated by their performance when tested to an appropriate standard. The level of protection provided by the door is measured, primarily by determining the time taken for a fire to breach the integrity, of the door assembly, together with its resistance to the passage of hot gases and flame

Timber fire-resisting doors require a gap of 2-4mm between the door leaf and the frame and door-head and frame. However larger gaps may be necessary to ensure that the door closes flush into its frame when smoke seals are fitted (see BS 4787-1 for further information). For fire-resisting purposes, the gap is normally protected by installing an intumescent seal in either the door or, preferably, the frame. The intumescent seal expands in the early stages of a fire and enhances the protection given by the door. Additional smoke seals, either incorporated in the intumescent seal or fitted separately, will restrict the spread of smoke at ambient temperatures.

All fire-resisting doors, other than those to locked cupboards and service ducts should be fitted with an appropriately controlled self-closing device that will effectively close the door from any angle. In certain circumstances, concealed, jamb-mounted closing devices may be specified and, in these cases, should be capable of closing the door from any angle and against any latch fitted to the door; spring hinges are unlikely to be suitable. Further information is given in BS EN1154. Rising butt hinges are not suitable for use as a self-closing device due to their inability to close and latch the door from any angle.

If the fire risk assessment has highlighted faults/damage or inadequate performance of a fire door, please seek professional advice from a competent contractor accredited with fire door credentials / training.

Reinspection Survey Report Assessment and Register of Asbestos Containing Materials



Communal areas of Shire Hall, Pentonville, Newport, NP20 5HB

Seraph Property Management

September 2024

Job No J047680

Enquin Environmental Ltd
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UKAS INSPECTION 265

UKAS TESTING 2604

DOCUMENT CONTROL SHEET

Report Type:		Asbestos Re-Inspection Report
Report Issue:		FINAL
Job/File Ref. No's:		J047680
Re-inspection Date:		4th September 2024
Report Issue Date:		30th September 2024
Re-inspection by:	**Name:**	Stephen Davies
	Signature:	[redacted]
Technically Reviewed by:	**Name:**	Suzanne Foster
	Signature:	[redacted]

This re-inspection report is not to be used for contractual or engineering purposes unless this signatory sheet is signed where indicated by both the surveyor (originator of the report) and the technical reviewer and the report is designated 'Final'.

Please note that Enquin Environmental Limited cannot be held responsible for the way in which a client interprets or acts upon results.

This report must be read in its entirety including any appendices. Enquin Environmental Limited accepts no responsibility for sub-division of this report.

The survey was carried out by Enquin Environmental Limited, a UKAS accredited inspection body, No. 0265 for surveying in accordance with the guidance contained within the HSE document HSG264 Asbestos: The survey guide and the Enquin Environmental Limited Quality Manual, in house procedure, section 4.

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Appendices

Appendix A – Certificates of Bulk Fibre Analysis

Appendix B – Plans

1. EXECUTIVE SUMMARY

1.1 The following products containing, strongly presumed or presumed to contain asbestos were identified at the building which will require management and/or control actions applied.

(Further detailed information and recommendations on each product can be found within the 'Asbestos Register' Section 5)

Products which are Licensable:

Product	Location
Insulating board	Ground Floor, 010 Lift Shaft; Lower Ground Floor, 001 Lift Motor Room

Any removal or work that is likely to disturb the products above must be undertaken by a contractor licensed under the provision of The Control of Asbestos Regulations 2012.

Products which are Non Licensable:

Product	Location
Friction product	Lower Ground Floor, 001 Lift Motor Room

It is not a legal requirement that the removal or any work that is likely to disturb the products above be undertaken by a licensed contractor. However, it must be undertaken in accordance with The Control of Asbestos Regulations 2012. Please note that there may be a requirement to notify some works undertaken on these products as 'notifiable' non-licensed work.

1.2 Areas not accessed

Inspection Number	Location/Description	Comments	Advised Action
J030936 Inspection 5 Presumed	2nd Floor, 004 Lift car and shaft, Access gained during return visit on 7th December 2021	No suspect materials found	No further action required
J030936 Inspection 6 Presumed	2nd Floor, External, No Acces to main roof	Access not possible to fully inspect without scaffold	Survey prior to works
J030936 Inspection 8 Presumed	1st Floor, 002 Lift car and shaft, Access gained during return visit on 7th December 2021	No suspect materials found	No further action required
J030936 Inspection 10 Presumed	Ground Floor, 001 Understairs Store, Accessed during re-inspection	Please refer to inspection 32	No further action required
J030936 Inspection 19 Presumed	Ground Floor, 010 Lift car and shaft, Access gained during return visit on 7th December 2021	Please refer to inspection 31	No further action required

1.3 ACMs with high material assessment scores and/or Action required (other than manage in place)

Inspection Number	Location, position and description	Product	Extent, condition, surface treatment and other comments	Material Risk Rating		Priority Risk Rating		Total Risk Rating	Recommendations
J030936 Inspection 31 CT001293*	Ground Floor, 010 Lift Shaft, Durasteel floor panelling in lift shaft pit	Insulating board	Approximately 3m² Good Condition Unsealed. Unable to inspect during re-inspection as no lift engineer present, presumed to remain in situ	2	5 Low	0	2 Very Low	7 Low	Encapsulate
				0		1			
				2		0			
				1		1			

1.4 The recommendation 'Manage ACM in place' described in Section 5 means ensuring that:-

a) The Duty holder (who has the legal responsibility) ensures that the contents of this report are made available to the staff, contractors or any others who may come into contact with the asbestos containing materials (ACMs). Therefore no work should be undertaken at this site if ACMs are likely to be disturbed unless the Control of Asbestos Regulations 2012 are fully complied with.

b) The ACMs are maintained in a good state of repair.

c) The conditions of the ACMs are monitored at appropriate intervals.

d) Appropriately labelling the location of the ACMs is considered.

e) A documented Asbestos Management Plan is a requirement of the Approved Code of Practice (ACOP) L 143 "Managing and working with asbestos." Guidance to help the Duty holder develop an Asbestos Management Plan can be found in this ACOP and the HSE publication 'A comprehensive guide to managing asbestos in premises' (HSG 227).

Enquin Environmental can advise, if requested, on the production and maintaining of an Asbestos Management Plan.

1.5 It is our recommendation that any asbestos containing materials identified in this survey that may require repair or removal, or are likely to be disturbed in the future, are repaired or removed by a contractor licensed under the provision of The Control of Asbestos Regulations 2012.

1.6 Any waste that is produced from any removal of asbestos containing materials must be disposed of as hazardous waste in accordance with the Hazardous Waste (England and Wales) (Amendment) Regulations 2009.

1.7 If materials suspected of containing asbestos come to light during refurbishment or maintenance activities, then **work should be stopped** until the materials have been sampled and analysed for asbestos type. If the result indicates the presence of asbestos then the risk assessment and the plan of work should be reviewed and amended where necessary prior to the continuation of further associated works.

2. INTRODUCTION

2.1 Enquin Environmental Limited were requested by Ben Mullaly of Seraph Property Management, 1 St. Martins Row, Albany Road,Cardiff, to undertake a re-inspection of existing asbestos containing materials (ACMs) at Shire Hall, Pentonville, Newport, NP20 5HB. The ACMs inspected were those identified during an asbestos Refurbishment survey of the communal areas of the property carried out by Enquin Environmental Limited in June & December 2021 report ref: J030936 (Issue 2).

The re-inspection was carried out on the 4th September 2024 by Stephen Davies in accordance with the guidance contained within the HSE document HSG264 Asbestos: The survey guide.

2.2 The objectives of the re-inspection were to:-

- Inspect and record the location, extent, product type and condition of previously identified or presumed ACMs as far as is reasonably practicable.
- Inspect and record information relating to the accessibility, surface treatment, and changes or alterations to the condition of all previously identified or presumed ACMs.
- To carry out a material and priority risk assessment to arrive at a total risk score for each identified ACM.
- To access and survey to Management survey level as defined in HSG264 each area not accessed in the previous survey (if practicable to do so).

3. GENERAL SITE AND RE-INSPECTION INFORMATION

3.1 Limitations

Only ACMs identified and detailed in Refurbishment survey report ref: J030936 were inspected. Any areas where no ACMs were previously identified would not be accessed or inspected as part of the re-inspection unless they had been specifically recorded as not accessed during the original survey and it was practical to do so, for example a previously locked room. Please refer to the original survey report for full details of survey limitations & caveats.

The results of sample analysis refer specifically to the samples taken from the location defined on the Certificate of Analysis. Experience has shown that materials can vary greatly in relatively short distances from sample points. If major refurbishment work or demolition is to take place then a fully intrusive Refurbishment/Demolition survey as defined in HSG264 will need to be carried out prior to work commencing.

3.2 Method and Results of Bulk Analysis

The bulk samples taken were analysed by Enquin Environmental Limited, UKAS accreditation number 2604 in accordance with HSG248 Asbestos: The Analysts' Guide (Second edition) Published 2021, Appendix 2 "Determination of asbestos in bulk materials", published by the Health and Safety Executive. Bulk certificates are included in appendix A.

To minimise the risk of exposure to fibres and damage to decorations or fabric of the area surveyed, not all suspected ACMs may have been sampled. Some may have been strongly presumed or presumed to contain or not to contain asbestos.

Strongly presumed refers to where the Surveyor has good cause to suspect that a material is, or is not asbestos, but sampling and laboratory identification has not been undertaken to confirm this. Examples of this include the situation where similar material present within a building has been sampled and laboratory identification has confirmed that asbestos was or was not detected.

Presumed refers to where there is insufficient evidence to suggest a material / area does not contain asbestos. For example, where a sample has not or cannot be taken and there is no reasoned argument to suggest that the material does not contain asbestos.

4. EXPLANATION OF RISK SCORES

The **material** risk ratings have been calculated using algorithms detailed in HSG264 Asbestos: The survey guide. The ratings are based on;

- Product type
- Damage/deterioration
- Surface treatment
- Asbestos type

High Risk	=≥10
Medium Risk	=7 - 9
Low Risk	=5 - 6
Very low Risk	=2 - 4

Priority risk ratings have been calculated using algorithms detailed in HSG 227 (A comprehensive guide to managing asbestos in buildings). The ratings are based on;

- Normal occupant activity
- Likelihood of disturbance
- Human exposure potential
- Maintenance activity

High Risk	=≥10
Medium Risk	=7 - 9
Low Risk	=5 - 6
Very low Risk	=2 - 4

A **total risk** rating is then calculated by adding together the material and priority ratings.

High Risk	=≥15
Medium Risk	=9 - 14
Low Risk	=5 - 8
Very low Risk	=≤4

Example of a section of the asbestos register (found in Section 5) showing how the above parameters are inserted into the table.

Extent, condition, surface treatment and other comments	Material Risk Rating		Priority Risk Rating		Total Risk Rating
	Product type		Normal occupant activity		
	Damage/ deterioration		Likelihood of disturbance		
	Surface treatment		Human exposure potential		
	Asbestos type		Maintenance activity		

5. RE-INSPECTION REGISTERS

5.1 Asbestos Register

Inspection Number	Location, position and description	Product	Extent, condition, surface treatment and other comments	Material Risk Rating				Priority Risk Rating				Advised Action	Photograph
J030936 Inspection 21 CT000158*	Lower Ground Floor, 001 Lift Motor Room, Durasteel panelling to ceiling	Insulating board	Approximately 3m² Good Condition Unsealed. Unable to inspect during re-inspection, presumed to remain in situ	2 0 2 1	5 Low			0 1 1 1	3 Very Low			Manage ACM in place	
				Total Risk = 8 Low									
J030936 Inspection 22 Strongly Presumed Same As CT000158*	Lower Ground Floor, 001 Lift Motor Room, Durasteel panelling to walls	Insulating board	Approximately 4m² Good Condition Unsealed. Unable to inspect during re-inspection, presumed to remain in situ	2 0 2 1	5 Low			0 1 1 1	3 Very Low			Manage ACM in place	
				Total Risk = 8 Low									
J030936 Inspection 23 CT000159*	Lower Ground Floor, 001 Lift Motor Room, Lift motor brake shoes	Friction product	2no. Low Damage Reinforced composite material. Unable to inspect during re-inspection, presumed to remain in situ	1 1 1 1	4 Very Low			0 1 1 1	3 Very Low			Manage ACM in place	
				Total Risk = 7 Low									

5.1 Asbestos Register Continued

Inspection Number	Location, position and description	Product	Extent, condition, surface treatment and other comments	Material Risk Rating		Priority Risk Rating		Advised Action	Photograph
J030936 Inspection 31 CT001293*	Ground Floor, 010 Lift Shaft, Durasteel floor panelling in lift shaft pit	Insulating board	Approximately 3m² Good Condition Unsealed. Unable to inspect during re-inspection as no lift engineer present, presumed to remain in situ	2 0 2 1	5 Low	0 1 0 1	2 Very Low	Encapsulate	
				Total Risk = 7 Low					

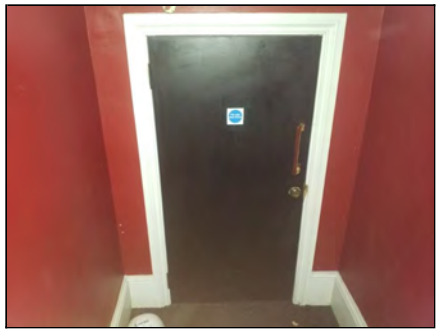
5.2 Non Accessible Areas

Non accessible – areas where access was not possible during a Management Survey due to health and safety reasons or, where excessive damage would have resulted e.g live electrical and mechanical equipment or areas where significant access plant/equipment is required

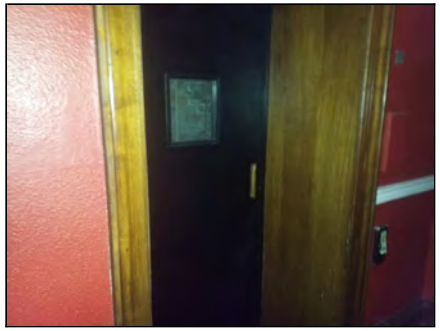
Inspection Number	Location/Description	Comments	Advised Action	Photograph
J030936 Inspection 6 Presumed	2nd Floor, External, No Acces to main roof	Access not possible to fully inspect without scaffold	Survey prior to works	

5.3 Non Accessed Areas

Non accessed – areas that were not inspected during the Management survey as a result of access being denied. e.g. locked rooms where the keys were not available at the time of survey or rooms where access was blocked by stock/storage etc.

Inspection Number	Location/Description	Comments	Advised Action	Photograph
J030936 Inspection 5 Presumed	2nd Floor, 004 Lift car and shaft, Access gained during return visit on 7th December 2021	No suspect materials found	No further action required	
J030936 Inspection 8 Presumed	1st Floor, 002 Lift car and shaft, Access gained during return visit on 7th December 2021	No suspect materials found	No further action required	
J030936 Inspection 10 Presumed	Ground Floor, 001 Understairs Store, Accessed during re-inspection	Please refer to inspection 32	No further action required	

5.3 Areas not accessed

Inspection Number	Location/Description	Comments	Advised Action	Photograph
J030936 Inspection 19 Presumed	Ground Floor, 010 Lift car and shaft, Access gained during return visit on 7th December 2021	Please refer to inspection 31	No further action required	

6. MATERIALS IDENTIFIED AND NO ASBESTOS DETECTED OR STRONGLY PRESUMED NOT TO CONTAIN ASBESTOS

Inspection Number	Location/Position/Description	Product	Comments	Photograph
Inspection 32 IN001253	Ground Floor, 001 Understairs Store, Bitumen wrap to electrical cable protruding from floor	Bitumen	1no. Low Damage Reinforced composite material	

APPENDIX A

Certificate of Bulk Fibre Analysis
(1 cover sheet and 1 page of form EQ25T)

1 Ringside Business Centre, Heol Y Rhosog, Wentloog, Cardiff, CF3 2EW
Telephone: 02920 535 090 Facsimile: 02920 778 633 E-mail: admin@enquin.co.uk

UKAS TESTING 2604

CERTIFICATE OF BULK FIBRE ANALYSIS

Client Name & Address: Seraph Property Management, 1 St. Martins Row, Albany Road,Cardiff, CF24 3RP

Reference: J047680. Inspection 32 IN001253

Site Address: Shire Hall, Pentonville, Newport, NP20 5HB

Date sample/s received: 4th September 2024

Date Analysed: 9th September 2024

Sample taken by: Stephen Davies

Nominated Analyst: Louise Bettany

Laboratory or Site Sample number	Origin of sample/ Location/Client reference/Description	*Type of product	Content
Inspection 32 IN001253	Ground Floor, 001 Understairs Store, Bitumen wrap to electrical cable protruding from floor	Bitumen	No Asbestos Detected

Signed (Nominated Analyst): [redacted] Date: 30 September 2024

Signed (approved): Date: 30 September 2024

Print: Suzanne Foster Senior Analyst

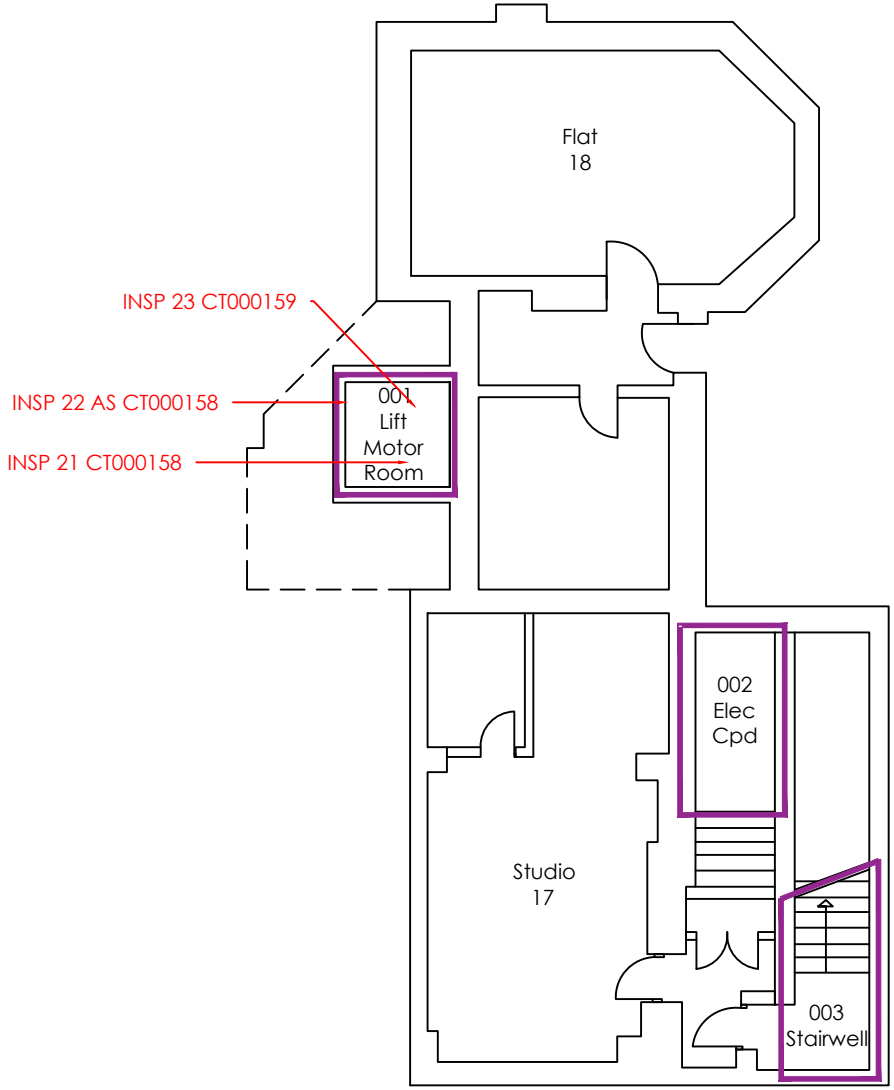
Comments/Details of Sample Preparation: Final Certificate

ALL ANALYSIS IN ACCORDANCE WITH HSG 248 APPENDIX 2 ASBESTOS IN BULK MATERIALS SAMPLING AND IDENTIFICATION BY POLARISED LIGHT MICROSCOPY (PLM) 2021 AND DOCUMENTED IN-HOUSE PROCEDURE DETAILED IN ASBESTOS PROCEDURES MANUAL, SECTION 3
RESULTS RELATE ONLY TO THE ITEMS SAMPLED
ENQUIN ENVIRONMENTAL ACCEPT NO RESPONSIBILITY FOR SAMPLES TAKEN BY 3rd PARTIES, RESULTS RELATE ONLY TO THE SAMPLES AS RECEIVED
*OPINIONS AND INTERPRETATIONS EXPRESSED HEREIN ARE OUTSIDE THE SCOPE OF UKAS ACCREDITATION
SAMPLES WILL BE RETAINED FOR A MINIMUM PERIOD OF 6 MONTHS. THE REPORT WILL BE RETAINED FOR A MINIMUM PERIOD OF 6 YEARS AFTER DATE OF ISSUE

APPENDIX B

Plans

Lower Ground Floor



Key

Positive Inspections

Negative Inspections

Area included within survey scope

Seraph Property Management

Shire Hall, Pentonville, Newport, NP20 5HB

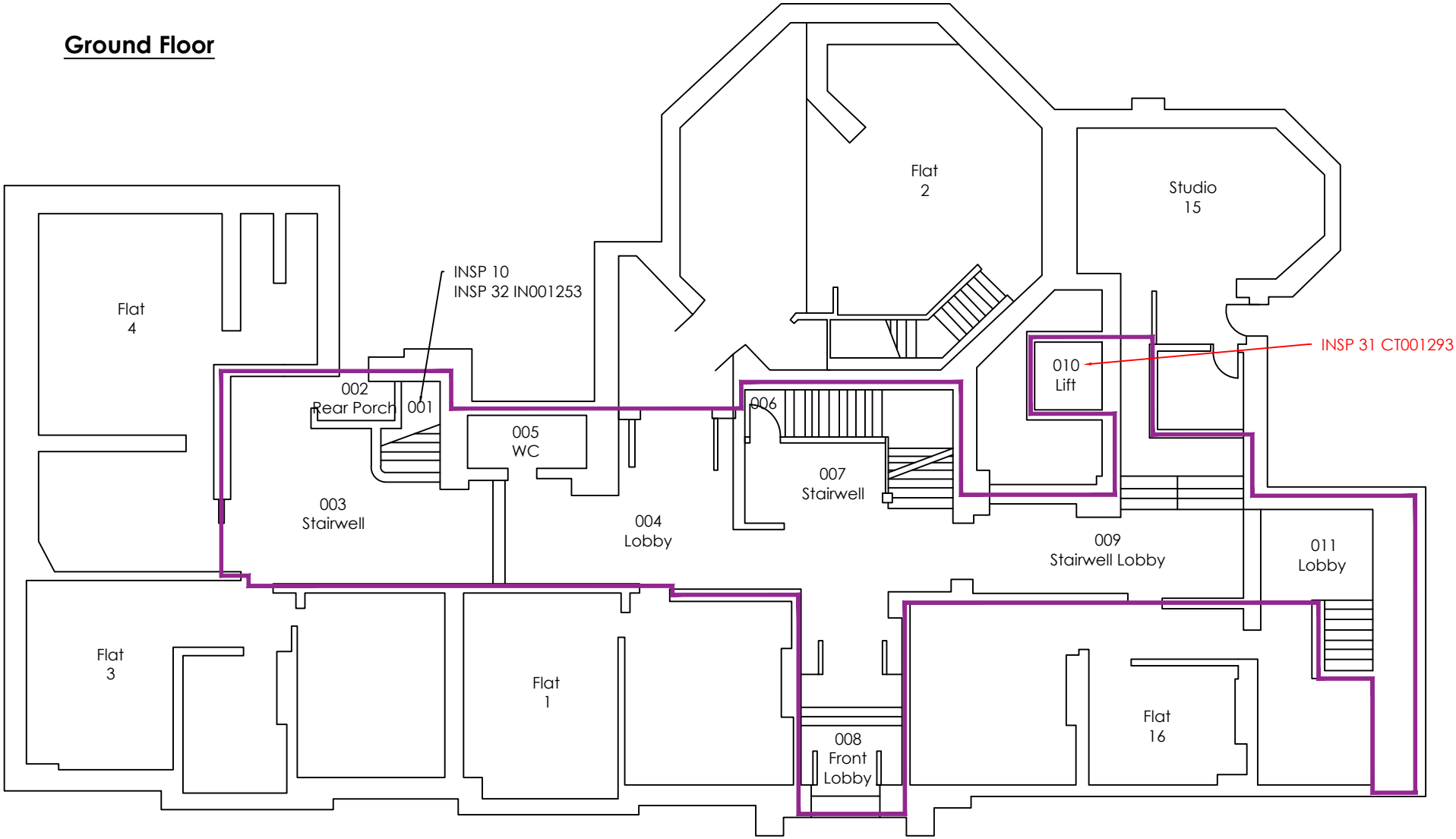
Plan 1 of 4

enQuin environmental

Enquin Environmental Limited,
1 Ringside Business Centre,
Heol Y Rhosog,
Wentloog, Cardiff.
CF3 2EW
Telephone: 02920 535090
Facsimile: 02920 778633

N.T.S.	Drawn By: SF
Date: SEPT 24	Job No.: J047680

Ground Floor



Seraph Property Management

Shire Hall, Pentonville, Newport, NP20 5HB

Plan 2 of 4

Key

Positive Inspections

Negative Inspections

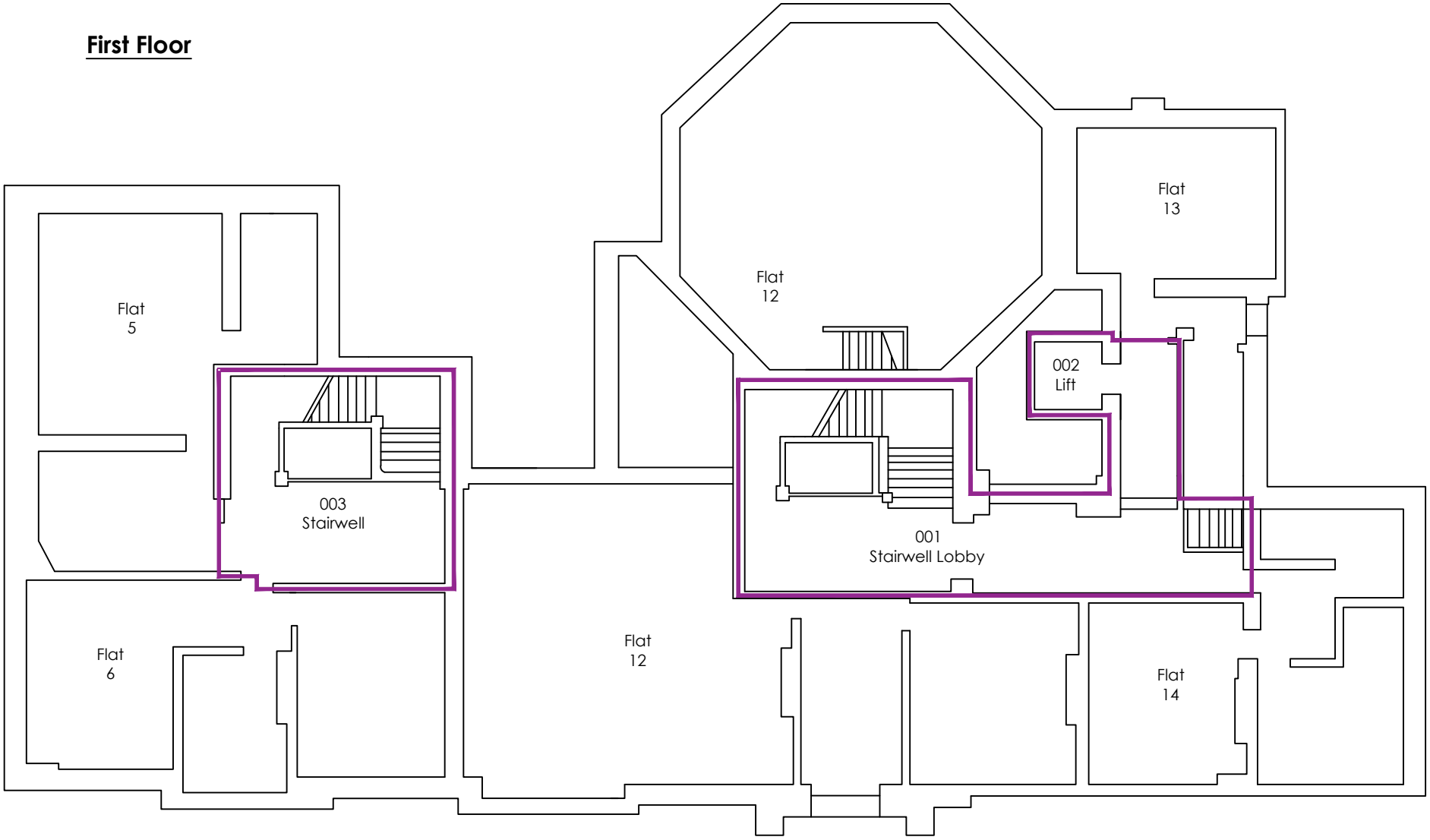
Area included within survey scope

enQuin environmental

Enquin Environmental Limited,
1 Ringside Business Centre,
Heol Y Rhosog,
Wentloog, Cardiff.
CF3 2EW
Telephone: 02920 535090
Facsimile: 02920 778633

N.T.S.	Drawn By: SF
Date: SEPT 24	Job No.: J047680

First Floor



Seraph Property Management

Shire Hall, Pentonville, Newport, NP20 5HB

Plan 3 of 4

Key

Positive Inspections

Negative Inspections

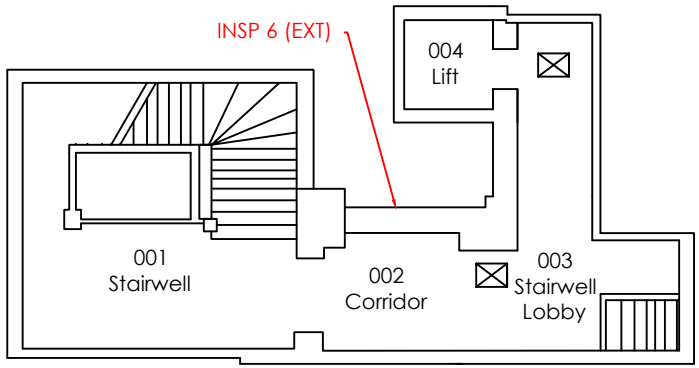
Area included within survey scope

enQuin environmental

Enquin Environmental Limited,
1 Ringside Business Centre,
Heol Y Rhosog,
Wentloog, Cardiff.
CF3 2EW
Telephone: 02920 535090
Facsimile: 02920 778633

N.T.S.	Drawn By: SF
Date: SEPT 24	Job No.: J047680

Second Floor



Key

Positive Inspections

Negative Inspections

Seraph Property Management

Shire Hall, Pentonville, Newport, NP20 5HB

Plan 4 of 4

enQuin environmental

Enquin Environmental Limited,
1 Ringside Business Centre,
Heol Y Rhosog,
Wentloog, Cardiff.
CF3 2EW
Telephone: 02920 535090
Facsimile: 02920 778633

N.T.S.	Drawn By: SF
Date: SEPT 24	Job No.: J047680

THIS DEED OF COVENANT is made on the day of 202

BETWEEN:

Redi-94 Limited(1) and (2)

We/I **HEREBY JOINTLY AND SEVERALLY COVENANT** with Redi-94 Limited of that we are now successors in title and will at all times from the date hereof pay all the rent becoming due under the registered Lease of the above premises dated day of 20 and made between Redi-94 Limited (1) and (2) and we further covenant to pay all service charges and all other sums payable thereunder and to observe and perform all the covenants restrictions stipulations and conditions contained in the said Lease and on the part of the Tenant to be observed and performed (whether running with the lease or of a purely personal or collateral nature) to the same extent as if I/We were the original Tenant party thereto

In witness whereof these presents have been entered into the day and year first before written

SIGNED AS A DEED by

in the presence of:

SIGNED AS A DEED by

in the presence of:



Contact Details

Owners Details:

Title:	**Surname:**	
Name:		
Correspondence Address:		
Email Address:		
Contact Numbers:	**Home:**	**Mobile:**
Emergency Contact:		

Keyholder Details:

Title:	**Surname:**	
Name:		
Correspondence Address:		
Email Address:		
Contact Numbers:	**Home:**	**Mobile:**

Emergency Contact:

Agents Details:

Agents Name:	
Correspondence Address:	
Email Address:	
Contact Numbers:	
Emergency Contact:	

Please return to Seraph Property Management: blocks@seraph.pm

RIGHTSEARCH.
Regulated Local Authority Search

Report undertaken and prepared on behalf

Howells Legal Fitzalan House FItzalan Court Cardiff CF24 0EL	Client Ref:RD/326141
	Our Ref:RS_28732
	Date of report: 28 Mar 2025

Address (of land or property being the subject of search)

FLAT 12
SHIRE HALL
PENTONVILLE
NEWPORT
NP20 5HB

Local Authority Information

Newport County Borough Council Council Offices Civic Centre Newport	Phone: 01633 656656
	Fax: 01633 656656
	Email: locallandcharges@newport.gov.uk
NP20 4UR	Website: www.newport.gov.uk

The report compiled and prepared by RightSearch following instruction from the above named client is subject to standard terms and conditions. The report is compiled and prepared within 48 hours of the relevant information being obtained. RightSearch is registered with the Property Codes Compliance Board (PCCB) as a subscriber to the Search Code.

RIGHTSEARCH.

Sophia House,
28 Cathedral Road,
Cardiff,
CF11 9LJ

Tel: 029 20 660218
Fax: 029 20 660219

RIGHTSEARCH.

SUMMARY SHEET

FLAT 12
SHIRE HALL
PENTONVILLE
NEWPORT
NP20 5HB

RESULTS OF SEARCH OF LOCAL LAND CHARGES REGISTER

Part Three - Planning Charges (see section 4)

Part Ten - Listed Building Charges (see section 4)

The Search of the Register of Local Land Charges reveals the Registrations Listed above

ENQUIRIES OF DISTRICT COUNCILS

Planing History refer to section 5

Building Control refer to section 5

REPORT CONTENT

Property Search Report (sections 1 to 5)

Local Land Charges Register (section 4)

Planning/Building Regulation Entries (section 5)

Data Information Sources - http://neworders.rightsearchsolutions.co.uk/sources.pdf

Search Code - http://neworders.rightsearchsolutions.co.uk/searchcode.pdf

Terms & Conditions - http://neworders.rightsearchsolutions.co.uk/terms.pdf

Information Accuracy Warranty - http://neworders.rightsearchsolutions.co.uk/warranties.pdf

Section 1. Planning & Building Regulations

1.1 Planning and Building Regulation 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:

a. a planning permission	1.1 (a)	Refer to Planning History
b. a listed building consent	1.1 (b)	Refer to Planning History
c. a conservation area consent	1.1 (c)	None
d. a certificate of lawfulness of existing use or development	1.1 (d)	None
e. a certificate of lawfulness of proposed use or development	1.1 (e)	None
f. a certificate of lawfulness of proposed works for listed buildings	1.1 (f)	None
g. a heritage partnership agreement	1.1 (g)	None
h. a listed building consent order	1.1 (h)	None
i. a local listed building consent order	1.1 (i)	None
j. building regulations approval	1.1 (j)	Refer to Planning History
k. a building regulation completion certificate	1.1 (k)	None
l. any building regulations certificate or notice issued in respect of work carried out under a competent person self-certification scheme?	1.1 (l)	None

The replies attaching to this search of the records of Newport County Borough Council are intended to relate wholly and exclusively to that land or premises being the subject of the search enquiry. www.newport.gov.uk

1.2 Planning Designations and Proposals

	City of Newport Local Development Framework (Under Preparation) City of Newport Unitary Development Plan 1996 - 2011 (Minerals & Waste Policies specified by UDP & Structure Plan Framework) Welsh Assembly Government Planning Guidance Directive
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?	Housing/Residential Within Settlement Limits District Wide Policies Apply Borough Wide Policies Apply Listed Building Policies Apply Within 100 Metres of Strategic Highway Network Housing Commitment Within 500 Metres of Passenger Transport Rail Route City Centre Conservation Area

These replies reflect Policies and/or proposals outlined in City of Newport Local Development Framework comprising City of Newport Unitary Development Plan (2003) (Minerals & Waste Policies specified by UDP & Structure Plan Framework Welsh Assembly Government Planning Guidance Directive

Section 2. ROADS AND PUBLIC RIGHTS OF WAY

2.1 Which of the roads, footways and footpaths named in the application for this search are:-

a. highways maintainable at public expense?	2.1 (a)	FIELDS ROAD is maintained Internal access and parking areas are NOT maintained.
b. subject to adoption and supported by a bond or bond waiver;	2.1 (b)	Not applicable
c. To be made up by a Local Authority who will reclaim the cost from the frontagers; or	2.1 (c)	Not applicable
d. To be adopted by a Local Authority without reclaiming the cost from the frontagers?	2.1 (d)	Not applicable

Public Rights of Way

2.2. Is any public right of way which abuts on, or crosses the property, shown on a definitive map or revised definitive map?	2.2	None
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?	2.3	None
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?	2.4	None
2.5. If so, please attach a plan showing the approximate route	2.5	None

The status of the Roadway being made subject to the search has been derived from an inspection of the Official list of Roads maintainable at the Public Expense as held by Newport County Borough Council as the Highway Authority pursuant to Section 36 of the Highways Act 1980. The existence of a Roadway, Footpath, Footway, Track, Registered Public Footpath, Byway (Byway open to all traffic) (BOAT)), Restricted Byway or Bridleway is not intended to infer an automatic right to use same.

Section 3. Other Matters

3.1 Land required for Public Purposes

Is the property included in land required for public purposes?	3.1	No

3.2 Land to be acquired for Road Works

Is the property included in land to be acquired for road works?	3.2	No

3.3 Drainage Matters

Is the property:-

a. Served by a sustainable urban drainage system (SuDS)?	3.3 (a)	No
b. Are there SuDS features within the boundary of the property? If yes, is the owner responsible for maintainence?	3.3 (b)	No
c. If the property benefits form a SuDS for which there is no charge, who bills the property for the surface water drainage charge?	3.3 (b)	No

In the event of any subsequent enquiries which may need to be addressed for the attention of the Water Company, you should note that the official undertaker is Dwr Cymru/Welsh Water www.dwrcymru.com

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 an order, draft order or scheme;	3.4 (a)	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;	3.4 (b)	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;	3.4 (c)	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; or (iii) construction of a roundabout (other than a mini roundabout) or widening by construction of one or more additional traffic lanes;	3.4 (d)	No
e. The centre line of the proposed route of a new road under proposals published for public consultation	3.4 (e)	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); or (iii) widening by construction of one or more additional traffic lanes, under proposals published for public consultation?	3.4 (f)	No

3.5 Nearby Railway Schemes

a. Is the property (or will it be) within 200 metres of the centre line of a proposed railway, light railway or monorail?	3.5 (a)	No
b. Are there any proposals for a railway, tramway, light railway or monorail within the Local Authority's boundary?	3.5 (b)	No

3.6 Traffic Schemes

Has a local authority approved but not yet implemented any of the following for the roads, footways and footpaths within 200 metres of the boundaries of the property?

a. Permanent stopping up or diversion	3.6 (a)	No
b. Waiting or loading restrictions	3.6 (b)	No
c. One way driving	3.6 (c)	No
d. Prohibition of driving	3.6 (d)	No
e. Pedestrianisation	3.6 (e)	No
f. Vehicle width or weight restriction	3.6 (f)	No
g. Traffic calming works including road humps	3.6 (g)	No
h. Residents parking controls	3.6 (h)	No
i. Minor road widening or improvement	3.6 (i)	No
j. Pedestrian crossings	3.6 (j)	No
k. Cycle tracks; or	3.6 (k)	No
l. Bridge building?	3.6 (l)	No

Under the Road Traffic Regulations and other subsisting legislation Local Authorities are exercised with the responsibility to make traffic regulation orders to ensure the safe, secure, convenient and expeditious movement of vehicles. In certain circumstances Orders can also be made by Government Departments external to the 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 schedule:-

a. building works;	3.7 (a)	No
b. environment	3.7 (b)	No
c. health and safety	3.7 (c)	No
d. housing	3.7 (d)	No
e. highways; or	3.7 (e)	No
f. public health?	3.7 (f)	No
g. flood and coastal erosion risk management	3.7 (g)	No

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?	3.8	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	3.9 (a)	No
b. a stop notice	3.9 (b)	No
c. a listed building enforcement notice	3.9 (c)	No
d. a breach of condition notice	3.9 (d)	No
e. a planning contravention notice	3.9 (e)	No
f. another notice relating to breach of planning control	3.9 (f)	No
g. a listed building repairs notice	3.9 (g)	No
h. in the case of a listed building deliberately allowed to fall into disrepair a compulsory purchase order with a direction for minimum compensation	3.9 (h)	No
i. a building preservation notice	3.9 (i)	No
j. a direction restricting permitted development	3.9 (j)	No
k. an order revoking or modifying planning permission	3.9 (k)	No
l. an order requiring discontinuance of use or alteration or removal of building or works;	3.9 (l)	No
m. a tree preservation order	3.9 (m)	No
n. proceedings to enforce a planning agreement or planning contribution?	3.9 (n)	No

3.10 Community Infrastructure Levy (CIL)

a. Is there a CIL Charging schedule?	3.10 (a)	Yes - Draft Charging Schedule
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:- : (i) a liability notice (ii) a notice of chargeable development? (iii) a demand notice? (iv) a default liability notice? (v) an assumption of liability notice? (vi) a commencement notice?	3.10 (b)	No
c. Has any demand notice been suspended?	3.10 (c)	No
d. Has the local authority received full or part payment of any CIL liability?	3.10 (d)	No
e. Has the Local Authority received any appeal against any of the above?	3.10 (e)	No
f. Has a decision been taken to apply for aliability order?	3.10 (f)	No
g. Has a liability order been granted?	3.10 (g)	No
h. Have any other enforcement measures been taken?	3.10 (h)	No

For further information relating to Community Infrastructure Levy, please contact Newport County Borough Council planning department at www.newport.gov.uk.

3.11 Conservation Area

Do any of the following apply in relation to the property?

a. the making of the area a Conservation Area before 31 August 1974:or	3.11 (a)	No
b. an unimplemented resolution to designate the area a Conservation Area?	3.11 (b)	No

3.12 Compulsory Purchase

Has any enforceable order or decision been made to compulsorily purchase or acquire the property?	3.12	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;	3.13 (a)	No
b. In relation to a register maintained under section 78R of the Environmental Protection Act 1990:- (I) a decision to make an entry; or (ii) an entry	3.13 (b)	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?	3.13 (c)	No

Whilst the standard enquiries of Newport County Borough Council have failed to disclose any registrations (outstanding or otherwise) with regards Contaminated Land, you are advised to undertake an Environmental Search Report.

3.14 Radon Gas

Do records indicate that the property is in a 'Radon Affected Area' as identified by the Health Protection Agency?	3.14	Yes - Refer to Environmental Report

Positive replies to this enquiry do not necessarily imply that Radon Gas is present at levels which would impose a significant risk. Formal Radon risk searches for individual properties can be requested of the Health Protection Agency. http://www.hpa.org.uk. For further information a property specific Radon report can be requested from https://www.ukradon.org/services/address_search.

3.15 Assets of Community Value

a. Has the property been nominated as an asset of community value? If so:- (i) Is it listed as an asset of community value? (ii) Was it excluded and placed on the "nominated but not listed" list? (iii) Has the listing expired? (iv) Is the Local Authority reviewing or proposing to review the listing? (v) Are there any subsisting appeals against the listing?	3.15 (a)	No
b. If the property is listed: (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? (ii) Has the Local Authority received a notice of disposal? (iii) Has any community interest group requested to be treated as a bidder?	3.15 (b)	No

Section 4. LOCAL LAND CHARGES REGISTER ENTRIES

Address (of land or property being the subject of search)

FLAT 12
SHIRE HALL
PENTONVILLE
NEWPORT
NP20 5HB

Part Three - Planning Charges

LISTED BUILDING CONSENT FOR WORKS TO CHIMNEYS,INTERNAL AND EXTERNAL JOINERY AND WATER GOODS, REPLACEMENT OF FLAT ROOF, STONE CLEANING AND INSTALLATION OF
VENTILATION SYSTEM
Ref:19/0686
TLC Ref: PT1177132
Registered - 12/11/2019

Listed Buildings consent for the conversion from offices to 18No. self contained flats
Ref:11/0382
TLC Ref: PT266095
Registered - 15/08/2013

Conversion from offices to 18No. self contained flats Ref:11/0381
TLC Ref: PT266094
Registered - 26/04/2013

Use of existing building for A2 D1 and B1 use at Shire Hall PentonvilleRef:96/04288/03,90/1351
TLC Ref: PT43889
Registered - 08/02/1991

S106 Agreement dated 26 January 2015 between NCC / Shire Hall (Newport) Limited / Finance Wales Investments (3) Limited and Finance Wales Investments (11) Limited acting through Finance Wales Investments Limited
Ref:D Room 4712(15)
TLC Ref: PT277266
Registered - 27/01/2015

S106 Agreement dated 7/11/2013, between NCC & Shire Hall Limited
Ref:DD Rm4712(14)
TLC Ref: PT255268
Registered - 09/01/2014

Part Ten - Listed Building Charges

Listed Building Shire Hall and Queens Chambers
Newport List amended 14 Sept
1999Ref:99/02240/10,NO.31
TLC Ref: MT182371
Registered - 07/07/1999

Informative: The information contained within and attached to this search report has been obtained via enquiries conducted with Newport County Borough Council and are a true and fair reflection of the records held by that Authority as at the time the enquiries were conducted.

Section 5. PLANNING HISTORY, REGISTRATIONS & ENTRIES MAINTAINED PURSUANT TO THE TOWN & COUNTRY PLANNING ACTS

Address (of that property or parcel of land being the subject of search)
FLAT 12
SHIRE HALL
PENTONVILLE
NEWPORT
NP20 5HB

Planning History
The Local Authority makes planning records readily available from 1978.
The records have been searched back to that date only.

Reference 90/1351
Alternative Reference Not Available
Application Received Thu 13 Dec 1990
Application Validated Tue 18 Dec 1990
Address Shire Hall Pentonville Newport
Proposal USE OF EXISTING BUILDING FOR A2 D1 AND B1 USE
Status Decided
Decision Granted with Conditions
Decision Issued Date Fri 08 Feb 1991

Reference 19/0686
Alternative Reference Not Available
Application Received Mon 01 Jul 2019
Application Validated Wed 24 Jul 2019
Address Shire Hall Pentonville Newport
Proposal LISTED BUILDING CONSENT FOR WORKS TO CHIMNEYS,INTERNAL AND EXTERNAL JOINERY AND WATER GOODS, REPLACEMENT OF FLAT ROOF, STONE CLEANING AND INSTALLATION OF VENTILATION SYSTEM
Status Decided
Decision Granted with Conditions
Decision Issued Date Mon 11 Nov 2019

Reference 97/0668
Alternative Reference Not Available
Application Received Fri 11 Jul 1997
Application Validated Fri 18 Jul 1997
Address Shire Hall Pentonville Newport
Proposal ERECTION OF A 1 METRE SATELLITE DISH
Status Unknown
Decision Granted
Decision Issued Date Tue 26 Aug 1997

Reference 13/1245
Alternative Reference Not Available
Application Received Tue 26 Nov 2013
Application Validated Tue 26 Nov 2013
Address Shire Hall Pentonville Newport
Proposal PARTIAL DISCHARGE OF CONDITIONS 1 (BIN STORE), 2 (LANDSCAPING), 3 (PRIVACY SCREEN), 4 (GLAZING), 7 (FOUL AND SURFACE WATER DRAINAGE) AND 8 (FLOODLIGHTING) OF PLANNING PERMISSION 11/0381 FOR THE CONVERSION OF OFFICES TO 18NO. SELF CONTAINED FLATS
Status Unknown
Decision Approved
Decision Issued Date Mon 07 Jul 2014

Reference 14/0520
Alternative Reference Not Available
Application Received Thu 29 May 2014
Application Validated Fri 30 May 2014
Address Flat 2 Shire Hall Pentonville Newport NP20 5HB
Proposal ADDITION OF BALCONY TO FIRST FLOOR REAR ELEVATION
Status Unknown

Decision Granted with Conditions-old
Decision Issued Date Mon 07 Jul 2014

Reference 14/0521
Alternative Reference Not Available
Application Received Thu 29 May 2014
Application Validated Fri 30 May 2014
Address Flat 2 Shire Hall Pentonville Newport NP20 5HB
Proposal LISTED BUILDING CONSENT FOR ADDITION OF BALCONY TO FIRST FLOOR REAR ELEVATION
Status Decided
Decision Granted with Conditions
Decision Issued Date Fri 01 Aug 2014

Reference 18/0447
Alternative Reference Not Available
Application Received Mon 14 May 2018
Application Validated Thu 14 Jun 2018
Address Shire Hall Pentonville Newport
Proposal PARTIAL DISCHARGE OF CONDITIONS 07 (DETAILS OF UTILITIES) AND 08 (ALTERATIONS TO COUNCIL CHAMBER) OF APPLICATION 11/0382 FOR LISTED BUILDING CONSENT FOR THE CONVERSION FROM OFFICES TO 18NO. SELF CONTAINED FLATS.
Status Unknown
Decision Approved
Decision Issued Date Wed 22 Aug 2018

Reference 13/1182
Alternative Reference Not Available
Application Received Mon 04 Nov 2013
Application Validated Mon 04 Nov 2013
Address Shire Hall Pentonville Newport
Proposal PARTIAL DISCHARGE OF CONDITIONS 1 (HISTORIC BUILDING REPORT), 2 (DETAILS OF TEMPORARY PROTECTION), 4 (NEW JOINERY), 5 (BRICK SURROUNDS OF NEW OR ALTERED WINDOWS), 6 (FIRE AND ACOUSTIC SEPARATION) AND 7 (DETAILS OF SERVICE ROUTING) OF LISTED BUILDING CONSENT 11/0382 FOR THE CONVERSION OF OFFICES TO 18NO. SELF CONTAINED FLATS
Status Unknown
Decision Approved
Decision Issued Date Thu 26 May 2016

Reference 11/0382
Alternative Reference Not Available
Application Received Wed 13 Apr 2011
Application Validated Thu 15 Aug 2013
Address Shire Hall Pentonville Newport
Proposal LISTED BUILDING CONSENT FOR THE CONVERSION FROM OFFICES TO 18NO. SELF CONTAINED FLATS.
Status Decided
Decision Granted with Conditions
Decision Issued Date Mon 23 Sep 2013

Reference 11/0381
Alternative Reference Not Available
Application Received Wed 13 Apr 2011
Application Validated Fri 26 Apr 2013
Address Shire Hall Pentonville Newport
Proposal CONVERSION FROM OFFICES TO 18NO. SELF CONTAINED FLATS
Status Decided
Decision Granted with Conditions
Decision Issued Date Mon 11 Nov 2013

Building Regulations
The Local Authority makes Building Control records available from 1995.
The records have been searched back to that date only.

Q 1.1(j): BN/2018/0418 – Creation of Bedroom. Received August 2018. Flat 13.

Note: Full details of Building Regulations Approvals are also available on application direct to the Building Control Department. Please note that there may be a charge for any such request.

Q 1.1(k): None

Details of Building Regulations Completion Certificates were not always issued unless requested by the applicant. Replacement Completion Certificates may however be available on application to the Building Control Department.

Please note that there may be a charge for any such request.

Q 1.1(l): None

Full details in respect of Competent Persons & Self Certification Schemes are not always maintained by this Local Authority, However, in addition to normal enquiries, Self Certification Schemes such as FENSA, GAS SAFE REGISTER; ELECSA; & NICEIC Registrations are independently examined

You are advised to contact the vendor should you wish to receive copies of any actual certifications issued. Please note that Copies can be access via the Self Certification Bodies but they will charge for same.

Informative: We have taken the decision to effect the standard reporting timeframe of the Local Authority with regards matters of Planning History ALTHOUGH any available earlier entries that you may wish to access will be available from our archive service on request.



Policy:

Information Accuracy Indemnity Policy

key facts and indemnity policy

keyfacts

INFORMATION ACCURACY INDEMNITY BLOCK POLICY

To the Policyholder/Intermediary

This document must be revealed to the ultimate insured (including any lender which may be insured by the policy) before conclusion of the insurance contract.

If you are a solicitor, you should disclose this document to your client and/or their lender and/or the purchaser's solicitors for the benefit of their client and/or their lender prior to the conclusion of the insurance contract. We assume that you are authorised by the Financial Services Authority (FSA) or otherwise licensed (where applicable) to provide insurance mediation activities.

If you are a broker, you should disclose this document in accordance with the FSA rules.

To the Insured

This document provides a summary of the cover provided under the policy purchased. It does not contain the full terms and conditions of the policy and you should therefore read this summary in conjunction with the full policy wording to ensure you are fully aware of the terms and conditions of the cover provided.

The Underwriter of this policy is:-

Stewart Title Limited ('STL') of Stewart House, Pynes Hill, Exeter, EX2 5AZ ('STL's address'). The Policyholder is Rightsearch Limited.

Summary of insurance and cover provided by this policy.

If you are a Buyer (as defined by the policy) who has requested a local search provided by Rightsearch Limited ('the Search') or if you are a lender to the Buyer or are lending in a remortgage scenario this is an indemnity policy relating to the Search. If an answer to the particular question has been given then the cover under the policy will not apply unless the answer given is incorrect due to the negligence of or an error by the Local Authority in question or by Rightsearch Limited. Where an answer to questions 1.1 f, g and h is not provided the cover will apply to any adverse entry had one been revealed if those questions had been answered.

If you are a Buyer (as defined in the policy) cover is for your loss being the difference in market value between the Property without the Adverse Entry and the market value with it or the amount of any financial charge registered or any damages or costs you may incur in altering or demolishing the property or any part of it if a local planning takes enforcement action and/or any other costs which need to be paid out to mitigate the effect of the Adverse Entry or error in the Search.

The Maximum Liability is the lesser of the purchase price or £2million in a purchase scenario or the mortgage advance or £2million in a remortgage scenario.

Significant features or benefits under this policy.

This policy is on an indemnity basis. The purpose of this type of policy is to protect you so that you are reimbursed with the financial loss you may incur which results in a claim under the policy. There is a Maximum Liability which we will pay and this is set out in the definition of that term.

Significant Conditions or Exclusions under this policy.

Significant conditions:-

- You must notify us immediately of any Adverse Entry which comes to your attention and co-operate fully with all reasonable requests by us for information and documentation and shall, at our expense, take any action required by STL to mitigate any loss or potential loss arising as a result of the Adverse Entry.
- If you knowingly make a claim which is false or fraudulent in any respect the cover provided under this Policy shall become void with immediate effect.
- This Policy does not cover any loss which at the time of the loss is insured by any other policy of insurance other than any excess beyond the amount payable under such other policy.
- any act or omission by you, which in whole or part induces a claim under this policy, will prejudice your position and could void the policy
- you or your professional legal advisors should not take any steps to compromise or settle a claim without STL's prior written consent

Exclusions:-You are not insured:-

- for any Adverse Entry known to you at the date of cover or where you know the answer given is incorrect or
- in respect of any answer which is actually obtained in the Personal Search relating to questions in the Local Search covered by the policy unless the answer given is incorrect because the Local Authority or Rightsearch Limited has made an error or is negligent and it is later found that the correct answer would have been adverse
- where, had the question been answered at the date of the search, there would have been no adverse entry.
- Where you have suffered no loss.
- If you are the Borrower in a remortgage scenario as the cover is for the lender only.

A full list of Conditions and Exclusions is contained in the policy.

What is the Policy term?

There is no fixed term – usually the policy will expire upon your ceasing to be the owner of the property or if you are lending under the terms of a mortgage over the Property the date on which your loan is repaid or the Property ceases to be subject to your mortgage.

Updating the cover.

STL can consider requests to increase or extend cover. STL will not however provide advice thereon 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 legal conveyancing advisor and the Policyholder.

Rights of cancellation.

You have a right to cancel your policy within 14 days of the commencement of the contract or receipt of the policy whichever is later. Where performance of the contract has commenced at your request before expiry of the cancellation period we may require you to pay for the cover actually provided in connection with the policy. The amount will be in proportion to the extent of the cover already provided to you in comparison with the full coverage of the contract.

Claims under this policy
If you wish to notify a claim under this policy, please contact us in writing immediately you become aware of the claim with as much detail as is available for the attention of the Company Solicitor at STL's address.

What if you have a complaint?
If you wish to register a complaint, please contact us by writing to 'The Company Solicitor' at STL's address or, if you are not satisfied with the response, to the Financial Ombudsman Service whose current address is in the Policy.

The Financial Services Compensation Scheme (FSCS)
We are covered by the FSCS. You may be entitled to compensation from the scheme if we cannot meet our obligations. This will depend on the type of business and the circumstances of the claim. Further information about compensation scheme arrangements is available from the FSCS currently contactable at 7th Floor Lloyds Chambers, Portsoken Street, London E1 8BN.

STEWART TITLE LIMITED
Stewart House, Pynes Hill, Exeter, Devon, EX2 5AZ

INFORMATION ACCURACY INDEMNITY POLICY

BLOCK POLICY

Policyholder: **Rightsearch Solutions Limited**

Policy Number: **LSVP-0511-110541**

Policy Date: **1 December 2010**

This Block Policy of insurance is granted to the Policyholder under which cover will be granted to an Insured in accordance with the details provided by the Policyholder on the Bordereau referred to within. Cover is subject to the Terms and Conditions and Exclusions of this Block Policy, and any Memoranda endorsed on the policy. This policy is effective from the Policy Date and continues until terminated. Cover to the Insured is granted from the date specified in the Bordereau.

Signed for and on behalf of
STEWART TITLE LIMITED

Authorised Signatory

DEFINITIONS:

In this policy, the words and phrases listed below shall have the following meanings:-

Adverse Entry:

In respect of any residential property any matter which could have been disclosed in forms LLC1 and CON 29 (Parts (R) and (O) (Law Society Copyright 2002 Edition as amended by the Law Society from time to time)) which is in existence on or before the Effective Date and which adversely affects the value of the Property but which matter was:-
(a) not disclosed by the Local Authority to the Organisation :-
(i) due to the failure of the Local Authority to supply relevant information because of its negligence or an error on its part or
(ii) the Organisation not requesting an answer to questions 1.1 f, g and h of Part (R) or
(iii) due to an incorrect reply being given to the Organisation by the Local Authority either because of its negligence or an error on its part or
(b) due to an entry not being disclosed in the Organisation's Search to the Insured or anyone acting on behalf of the Insured due to an error or omission on the part of the Organisation.

In respect of any commercial property any matter which could have been disclosed in forms LLC1 and CON 29 (R) only (Law Society Copyright 2002 Edition as amended by the Law Society from time to time) which is in existence on or before the Effective Date and which adversely affects the value of the Property but which is in existence on or before the Effective Date and which adversely affects the value of the Property but which matter was:-
(a) not disclosed by the Local Authority to the Organisation:-
(i) due to the failure of the Local Authority to supply relevant information because of its negligence or an error on its part or
(ii) the Organisation not requesting an answer to questions 1.1 f, g and h of Part (R) or
(iii) due to an incorrect reply being given to the Organisation by the Local Authority either because of its negligence or an error on its part or
(b) due to an entry not being disclosed in the Organisation's Search to the Insured or anyone acting on behalf of the Insured due to an error or omission on the part of the Organisation.

Bordereau:

The form prescribed by the Company (as amended from time to time) completed by the Policyholder containing details of the transaction covered.

Buyer:

The person(s), corporate or incorporate body, named as Buyer in the exchanged contract for the purchase of the Property on whose behalf the Organisation's Search has been undertaken or who relies upon the Organisation's Search carried out for the Buyer or on the Buyer's behalf.

Company: Stewart Title Limited whose registered office is at Stewart House, Pynes Hill, Exeter EX2 5AZ Registered in England No: 2770166.

Deficit: The amount by which the Lender's proceeds from sale are insufficient to discharge the outstanding balance under the Mortgage Advance as at the date of the sale of the Property inclusive of capital, interest and all costs and expenses properly incurred under the mortgage.

Effective Date: For a purchase, the date of the Organisation's Search. For a remortgage the date of completion of the remortgage.

Insured: For a purchase the Buyer and the Buyer's Lender. For a remortgage the Lender only.

Knowledge: Actual knowledge not imputed by statute.

Lender: The Lender under any deed of mortgage or legal charge made between a Buyer in a purchase or in a remortgage a borrower, and the Lender by which a mortgage advance is secured on the Property.

Local Authority The statutory authority or authorities responsible for maintaining the registers forming the subject matter of the Organisation's Search.

Market Value: The average of the estimates from two independent Valuers of the market value (as defined from time to time in the guidelines issued by the Royal Institute of Chartered Surveyors) as at the date of the sale of the Property by the Insured.

Maximum Liability:

(i) Where the transaction is a purchase the purchase price, or

(ii) Where the transaction is a remortgage the mortgage advance, or

(iii) £2,000,000.00

whichever is the lesser

Organisation: The Policyholder.

Property: A private residential dwellinghouse or a commercial property situated in England or Wales the address of which is stated in the Bordereau.

Organisation's Search: A search requested by or on behalf of the Insured in the course of a specific purchase or mortgage or remortgage transaction in response to which the Organisation has undertaken the search and reported the same to the Insured or whoever has requested the search on the Insured's behalf, the results of which search does not include any entry which may lead to any claim under the cover

provided by this Policy.

COVER:

Where the Insured or Policyholder notifies the Company of an Adverse Entry and the Insured suffers a loss as detailed below as a result of its reliance upon the Organisation's Search and in the case of a Lender the Lender suffers a Deficit following the sale of the Property

the Company will indemnify:

(i) The Buyer against a loss being

a. The difference between the Market Value of the Property without the Adverse Entry and the Market Value of the Property with the Adverse Entry;
b. The amount of any financial charge(s) registered as an Adverse Entry against the Property at the Effective Date;
c. Damages, costs and expenses which the Insured may sustain or incur in altering, demolishing and/or reinstating part of the Property ('the Works') in so far as the works are required by the Local Authority following successful enforcement action by it in connection with the Adverse Entry;
d. Any costs which the Company requires the Insured to expend in mitigating the effect of the Adverse Entry;

Where more than one person is included in the definition of Buyer (whose cover is referred to in (iii) below the Company will indemnify the survivor(s) of them and the Personal Representatives of the Buyer subject to the Buyer's previous compliance and to their compliance with the Conditions of this Policy so far as they can apply.

(ii) The Lender against the lesser of

a. The Deficit

b. That part of the Deficit which results directly from the difference between the Market Value of the Property without the Adverse Entry and the Market Value with the Adverse Entry

Provided always in either (i), (ii) or (iii) above that the liability of the Company shall not exceed the Maximum Liability and provided further that where, in a purchase scenario both the Buyer and the Lender are the Insured payment to one party shall extinguish the liability of the Company under this policy to the other.

EXCLUSIONS:

The Company shall be not liable to indemnify the Insured:

a. In respect of any matter of which the Insured or his legal representative had Knowledge as at the Effective Date or

b. In respect of any Adverse Entry which is actually revealed by the Organisation's Search relating to questions referred to therein or

c. In respect of any Adverse Entry which arises after the Effective Date or

d. In respect of any matter which would not have been revealed by a search of the Local Authority or in any answers to the questions raised in an LLC1 or CON 29 (R) and (O) had that search not been affected by any of the matters covered by this policy.

e. Where the cover is in respect of a remortgage the cover provided by this policy will apply for to the lender only.

WARRANTIES:

It is warranted by the Organisation that it has supplied to the instructing Solicitor/Licensed Conveyancer an Organisation's Search and that either it has supplied a copy of the policy to those Insured or their legal representatives requesting the same.

CONDITIONS:

1. The Insured, the Organisation or Policyholder shall notify the Company immediately of any Adverse Entry which comes to its attention and shall co-operate fully with all reasonable requests of the Company for information and documentation and shall, at the expense of the Company, take any action required by the Company to mitigate any loss or potential loss arising as a result of the Adverse Entry.

2. The Company shall be entitled to inspect the files and records of the Organisation or the Policyholder relating to this policy and the Policyholder shall afford to the Company all reasonable assistance in this respect.

3. It is a condition precedent to any liability of the Company to make payment under the policy that the Organisation, the Policyholder and Insured have observed the warranties and conditions of the policy as they apply to them and that statements, answers and information supplied in or in connection with the cover provided by this policy are true.

4. If the Insured knowingly makes a claim which is false or fraudulent in any respect the cover provided under this policy in respect of that particular property shall become void with immediate effect.

5. This policy does not cover any loss which at the time of the loss is insured by (or would be insured by but for the existence of this policy) any other policy of insurance other than any excess beyond the amount which would have been payable under such other policy had this Insurance not been effected.

SUBROGATION UPON PAYMENT OR SETTLEMENT:

1. Subject to Clause 2. below whenever the Company shall have settled or paid a claim under this policy, all rights of subrogation shall vest in the Company unaffected by any act of the Insured. The Company shall be subrogated to and be entitled to all rights and remedies that the Insured would have had against any person or property in respect of the claim had this policy not been issued. The Insured shall, as soon as reasonably practicable after being requested in writing by the Company to do so, permit the Company to institute in the Insured's name any litigation required by the Company against any person firm or company including without limitation the institution of any appeal against any order made in such litigation.

2. In the event that a claim is settled by the Company, the Company shall waive all rights of subrogation it may have against the Insured. However, nothing in this clause shall prevent the Company making a claim against the Insured where:-

   a. The Insured has acted fraudulently

   b. The Insured is in breach of his warranties contained in this policy

COMPLAINTS PROCEDURE:

Any enquiry or complaint you may have regarding this insurance may be addressed to:-

Stewart Title Limited
Stewart House, Pynes Hill
Exeter
EX2 5AZ
Telephone: 01392 680680

If you are still dissatisfied with the way in which a complaint has been dealt with, you may contact the Insurance Ombudsman Bureau for assistance who address is:-

Financial Ombudsman Service
South Quay Plaza
183 Marsh Wall
London E14 9SR

IMPORTANT CONSUMER PROTECTION INFORMATION

This search has been produced by RightSearch Solutions Ltd, Sophia House, 28 Cathedral Road, Cardiff, CF11 9LJ, 02920 660218, admin@rightsearchsolutions.co.uk 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 scheme

Milford House

43-55 Milford Street

Salisbury

Wiltshire SP1 2BP

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: Dave Bartram, RightSearch Solutions Ltd, Sophia House, 28 Cathedral Road, Cardiff, CF11 9LJ, 02920 660218, admin@rightsearchsolutions.co.uk

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.co.uk.

We will co-operate fully with the Ombudsman during an investigation and comply with his final decision.

TPOs Contact Details:

The Property Ombudsman scheme

Milford House

43-55 Milford Street

Salisbury

Wiltshire SP1 2BP

Tel: 01722 333306

Fax: 01722 332296

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 1 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: Dave Bartram, Rightsearch Solutions Ltd, Sophia House 28 Cathedral Road Cardiff CF11 9LJ, tel 029 20 660218 and admin@rightsearchsolutions.co.uk

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.co.uk.

We will co-operate fully with the Ombudsman during an investigation and comply with his final decision.

RSLv3 01.06.16

SOURCES OF INFORMATION

We have obtained the information to compile this search report from the following locations:

Local Land Charges

We have been provided with formal Local Authority produced data specific to the property following submission of the property address to

Information obtained from this department is reported in questions 1.1(a-e), 3.3(a-b), 3.7(a-f), 3.9(a-n), 3.10(a-b) and 3.11

Planning Department

We have remotely inspected Local Authority produced computerised records held on behalf

Information obtained from this department is reported against questions 1.1(ae) and 3.8

Highways Department

We have remotely inspected:

The List of Highways maintainable at the public expense and/or

The Map of Public Highways as maintained by the relevant Public Highway Authority

The current Local Plan / Unitary Development Plan (UDP) Documentation

The Local Development Policy Framework (LDF) Documentation

The Highway Authority Transport Rolling Programme

Traffic Management Policy, Plans & Proposals

Information obtained from this department is reported against questions 2(a-d), 3.4(a-f) and 3.6(a-l)

Building Regulations Department

We have been provided with Local Authority produced data specific to the property following submission of the property address to

Information obtained from this department is reported against questions 1.2, 3.1, 3.2 and 3.5

Public Policy Records

We have remotely inspected:

Local Plan / Unitary Development Plan (UDP) Documentation

Local Development Policy Framework (LDF) Documentation

County Council Structure Plan Documentation

Regional Policy Planning Guidance Documentation

Information obtained from this department is reported against questions 1.2, 3.1, 3.2 and 3.5

Contaminated Land

We have remotely inspected:

The Register of Contaminated Land held by

We also recommend that a commercial environmental search be undertaken due to the incomplete nature of the Register of Contaminated Land maintained by this authority.

Information obtained from this department is reported against questions 3.12(a-c)

Radon Data

We have inspected the Health Protection Agency maps (2007 Version)

Information obtained from this record source is reported at question 3.13

Dŵr Cymru
Welsh Water

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.

Genia Roberts
TM Group
1200Delta Business Park
Swindon
Wiltshire
SN5 7XZ

Drainage and Water Enquiry

The information contained within this report refers to the Existing property at:	**12, APARTMENT, SHIREHALL PENTONVILLE NEWPORT, NP205HB**
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:	**2025/3/682215/731546**
Your reference:	**27083323**

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: 21/03/2025

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 Donovan Liam 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 Donovan Liam 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 not 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 our 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 ar 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 2579.6 m to the SE of the property. The name of the nearest sewage treatment works is (Private) Septic Tank .***

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.

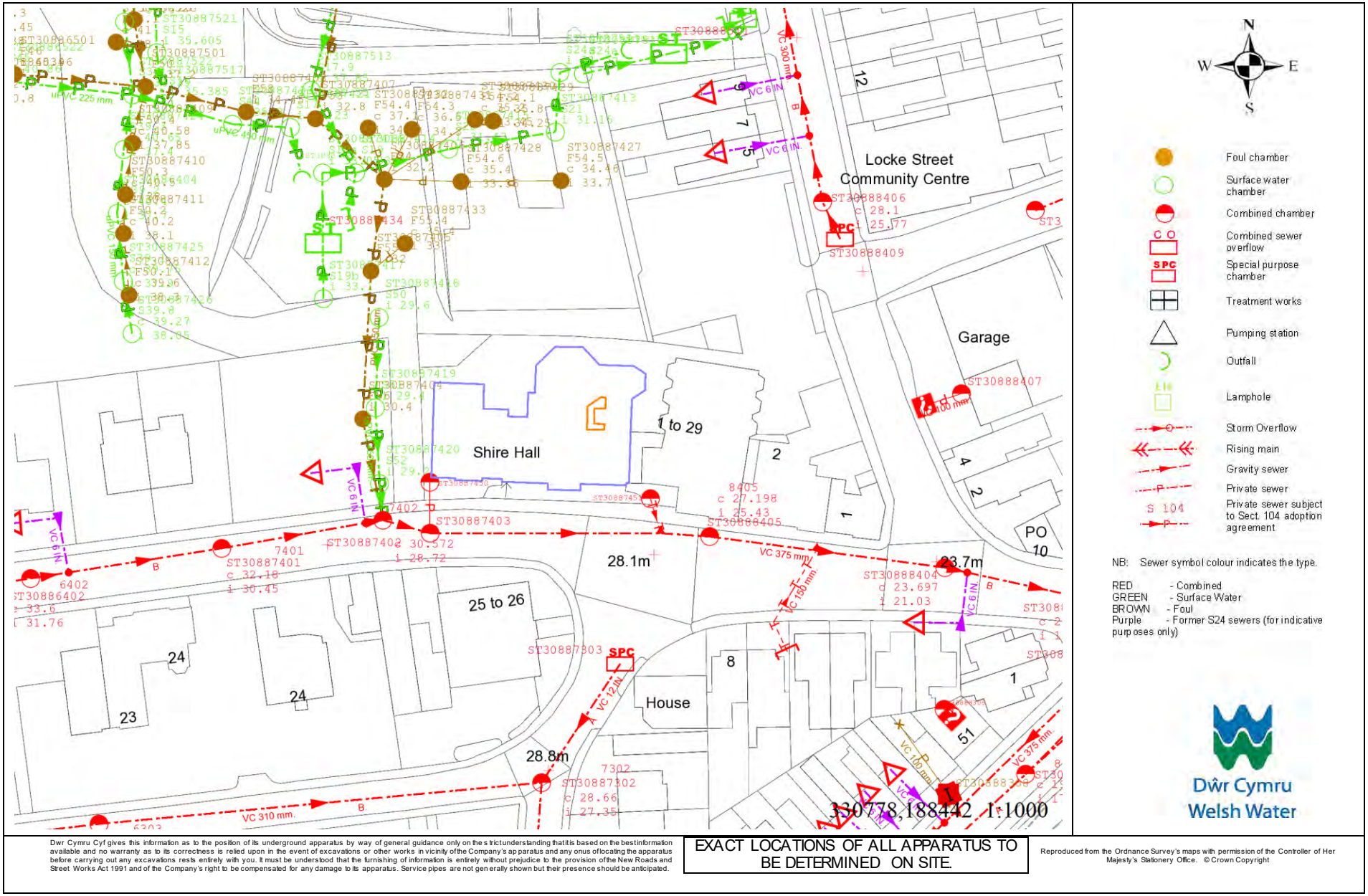
6.1 These terms shall be governed by English law and all parties submit to the exclusive jurisdiction of the English courts.

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 [21/03/2025]

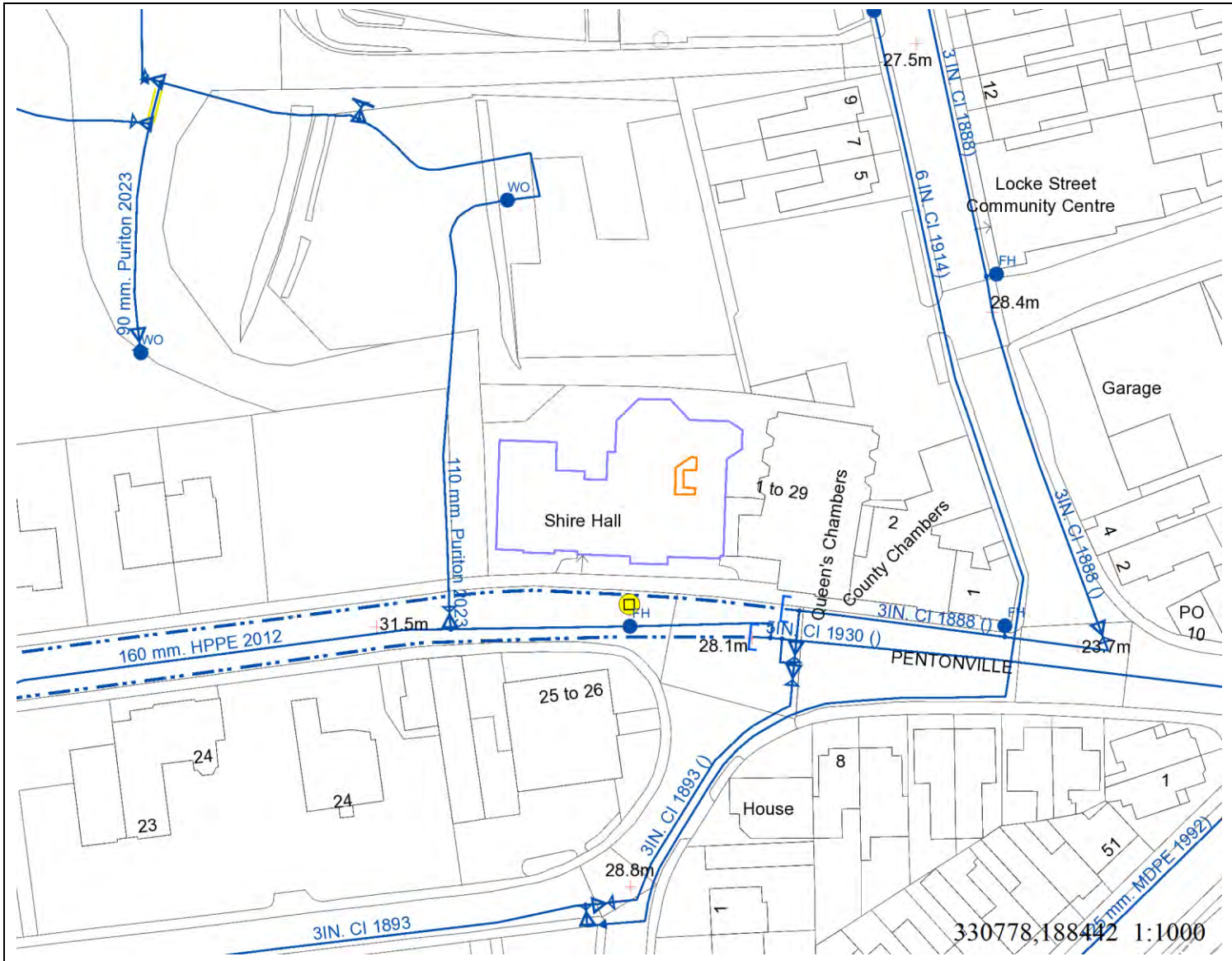


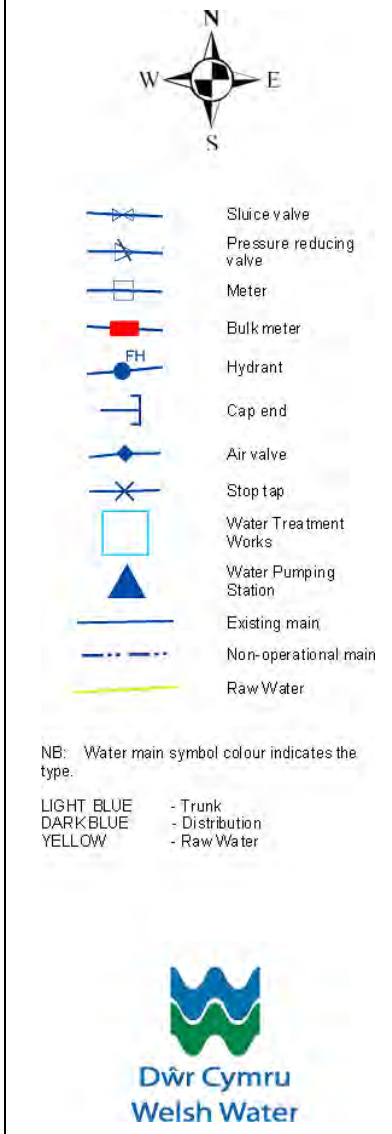
Dwr Cymru Cyf gives this information as to the position of its underground apparatus by way of general guidance only on the strict understanding that it is based on the best information available and no warranty as to its correctness is relied upon in the event of excavations or other works in vicinity 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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Appendix 4 - Extract of the Public Water Map for the area surrounding the property/plot [21/03/2025]





Dwr Cymru Cyf 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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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 you 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.

EnviroSearch Residential

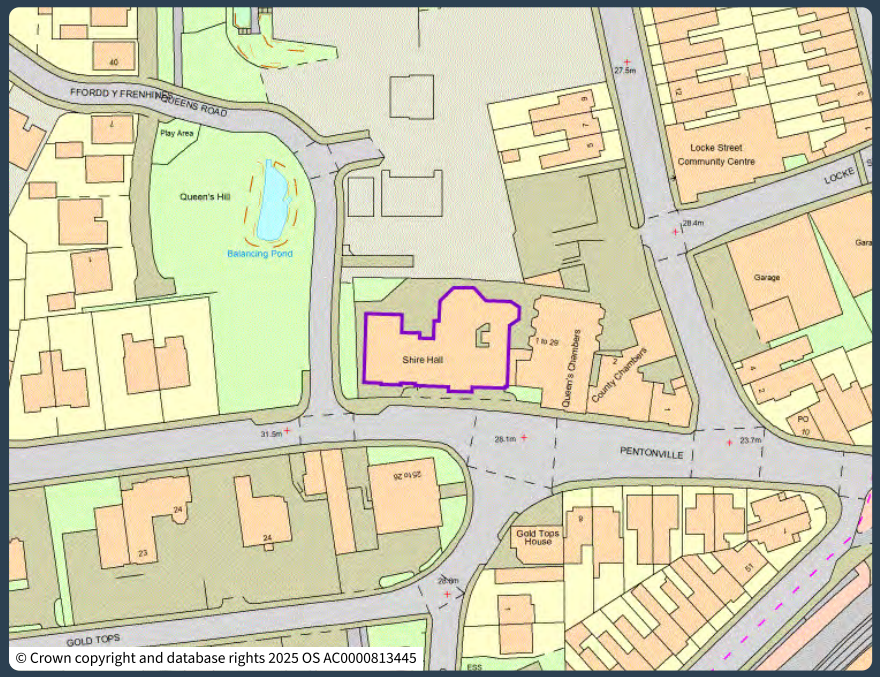
Landmark Information Group

RIGHTSEARCH.

Property address

Flat 12 Shire Hall, Pentonville, NEWPORT, NP20 5HB, Wales





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Professional opinion

Contaminated Land	Page 2	Passed

Full assessment

Flood	Page 3	Passed
Climate Change	Page 4	Not Identified
Ground Stability	Page 6	Not Identified
Radon	Page 7	Not Identified
Energy & Infrastructure	Page 8	Identified
Planning constraints	Page 9	Identified

Alert assessment

Coal mining	Page 10	No coal report required
Planning applications	Page 11	Identified

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.

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:

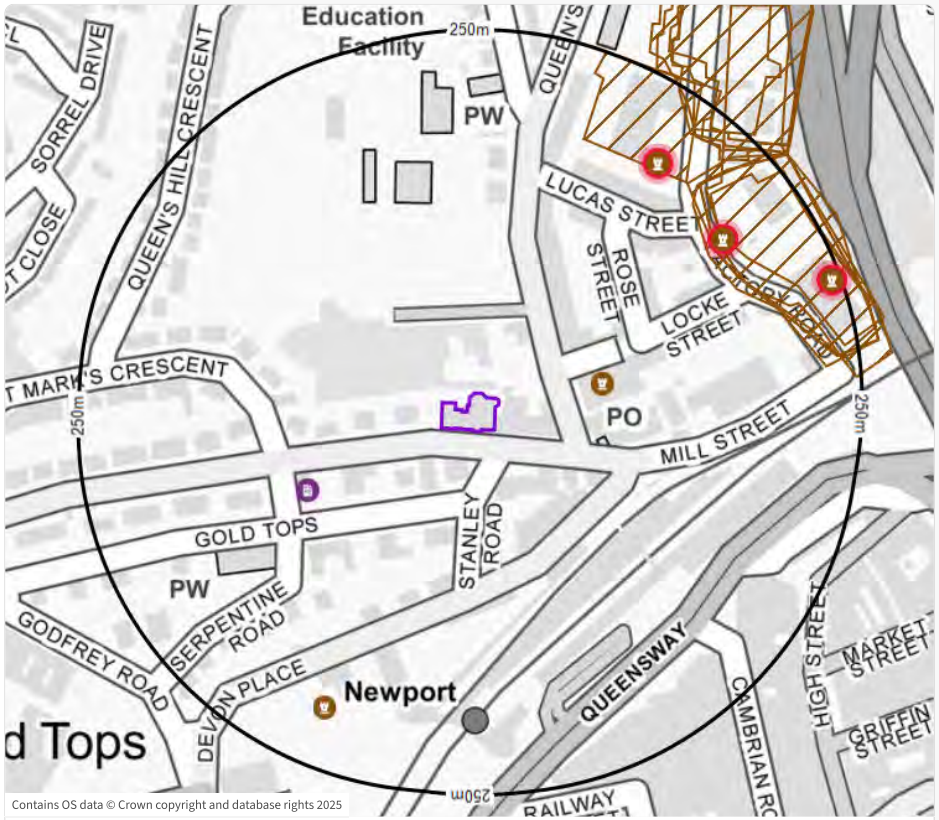
Argyll Environmental

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.



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

Flood

FULL ASSESSMENT

Passed

Professional opinion

We have identified the property to be within an area that is at minimal or no risk of flooding.

Insurance

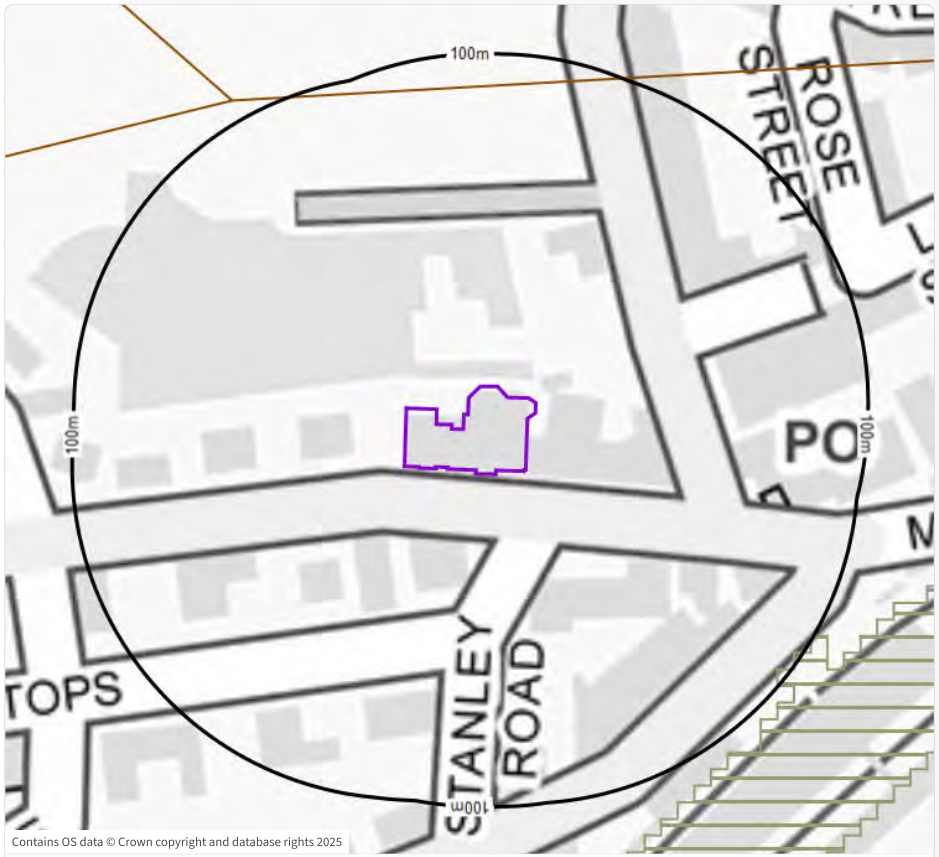
Buildings and contents insurance should be available and affordable.

Recommendations

1. Ask the seller whether the property has flooded in the past. If it has, contact us for advice.
2. Establish the availability of buildings and contents insurance before exchanging contracts.

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 property value and your ability to get home insurance at standard terms, if the flooding was to occur. We are assessing the likelihood of flooding occurring, and where possible the significance of an event. We also advise on the availability of insurance and whether the location has flooded in the past. Where information about defences is available, we will have taken them into account as part of our assessment.



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Risk		Search radius	Result
	River	On-site	Very Low
	Coastal	On-site	Very Low
	Surface Water	On-site	Very Low
	Groundwater	On-site	Very Low
	Other	Mixed	Very Low

Climate Change

FULL ASSESSMENT

Not Identified

Flood

Today **Negligible**

2050 RCP 4.5 **Negligible**

Recommendations

1. Ask the seller whether flooding has occurred in the area before.
2. Establish the availability of buildings and contents insurance before exchanging contracts. This may be provided by the Flood Re scheme. This scheme is due to end in 2039.

Coastal Erosion

Risk (undefended) **Negligible**

Recommendation

1. No further action required.

Ground Stability

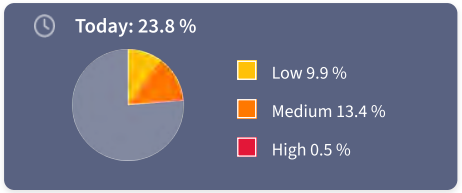
Today **Very Low**

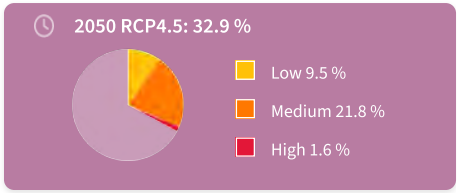
2050 RCP 4.5 **Highly Unlikely**

Recommendation

1. No further action required

Heat Stress





Recommendations

1. If you have concerns about high indoor temperatures, there are practical steps you can take that may help in managing the temperature inside your property in this guide: https://www.gov.uk/government/collections/hot-weather-and-health-guidance-and-advice. It also sets out which types of dwellings are more prone to overheating and which demographics are likely to be more susceptible.
2. In June 2022, Part O of Schedule 1 to The Building Regulations 2010 came into effect, relating to mitigating overheating. Speak to the developer to determine if this has been taken into account for new builds. A non-technical document should exist for the property under the regulations.

Climate Change

FULL ASSESSMENT

Not Identified

Energy Performance

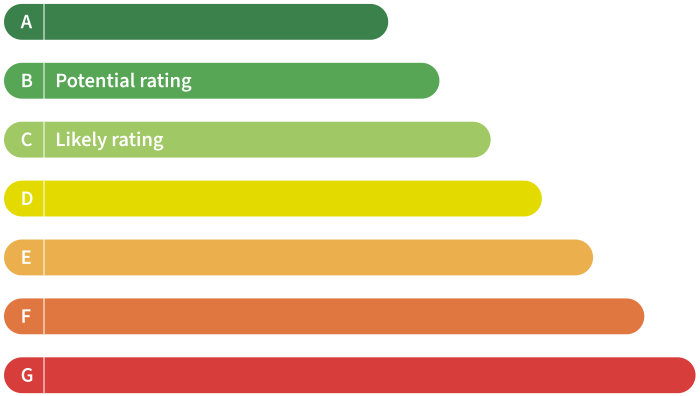
Likely property rating:
Valid EPC certificate

C

Potential rating this property could achieve:
Consider improving the rating to decrease running costs

B

EPC ratings



Domestic Energy Performance

Landlords will need to demonstrate the building has reached the highest EPC band that a cost-effective package of measures can deliver.

Date	For who?	Mimimum EPC rating
1st April 2023	All Tenancies	E
1st April 2025	All rented buildings must have valid EPC	E
1st April 2027	New Tenancies	C (proposed rating)
1st April 2030	All Tenancies	B (proposed rating)

If an exemption applies, landlords will need to register this on the PRS Exemption Register. It is the landlord's obligation to ensure they are compliant. Freehold Properties: While there are no minimum energy efficiency standards in place for homeowners, improvements to building performance will lead to less energy usage, reduced emissions and cheaper bills.

Why we search this

The Government's Energy White Paper sets out that the 2020s must be a decade of action on tackling emissions to help meet the statutory obligations for net zero by 2050. The Minimum Energy Efficiency Standard (MEES) was set out by the Energy Efficiency (Private Rented Property) (England and Wales) Regulations in 2015 and future policies on minimum EPC standards can be expected in the future.

Ground Stability

FULL ASSESSMENT

Not Identified

Summary

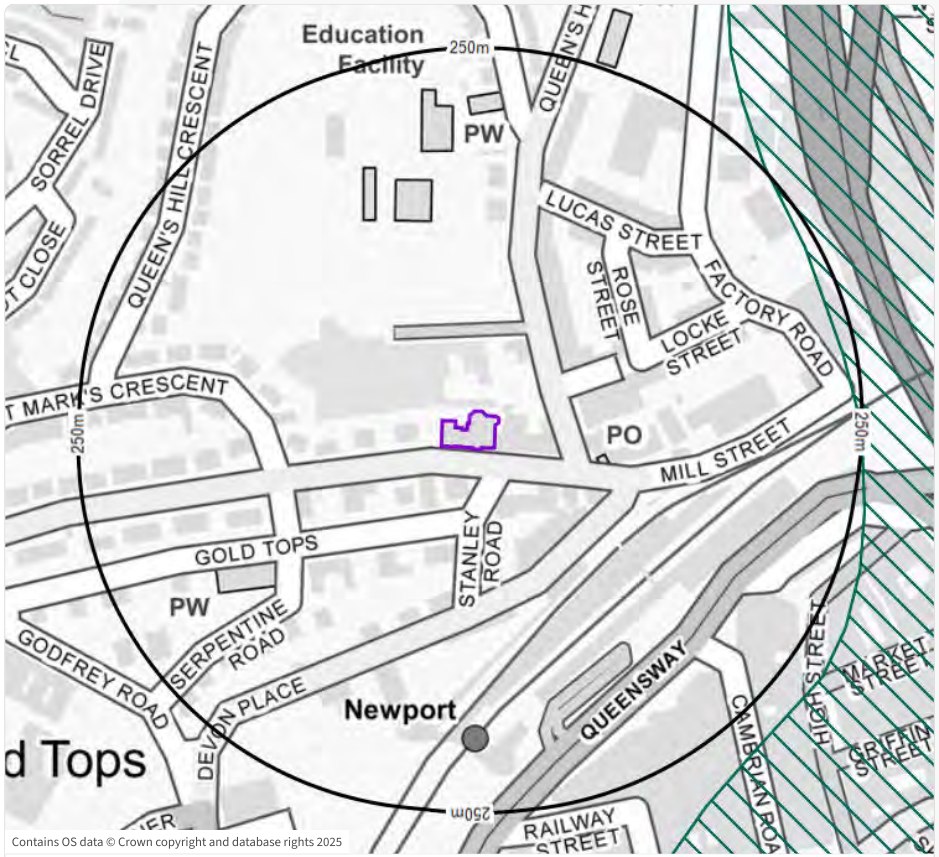
We have not identified a risk of ground stability hazards at the property.

Recommendation

1. 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.

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.



Risk	Search radius	Result
Multiple features present		
Man-made hazards	On-site	Not Identified
Natural hazards	Mixed	Not Identified
Mining	Mixed	Not Identified
Brine and Salt	On-site	Not Identified

Radon

FULL ASSESSMENT

Not Identified

Summary

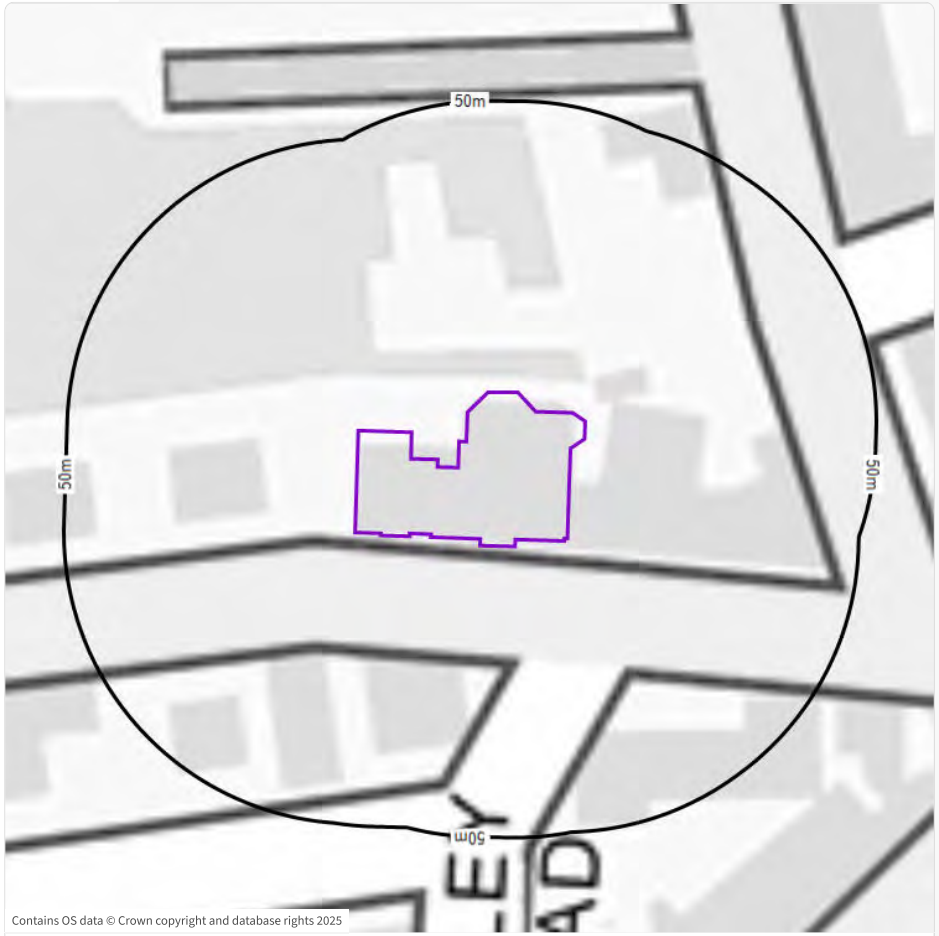
The property is not in a radon affected area. Less than 1% of homes are estimated to be at or above the action level.

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.



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Risk	Search radius	Result
Radon risk	On-site	Not Identified

Energy & Infrastructure

FULL ASSESSMENT

Identified

Summary

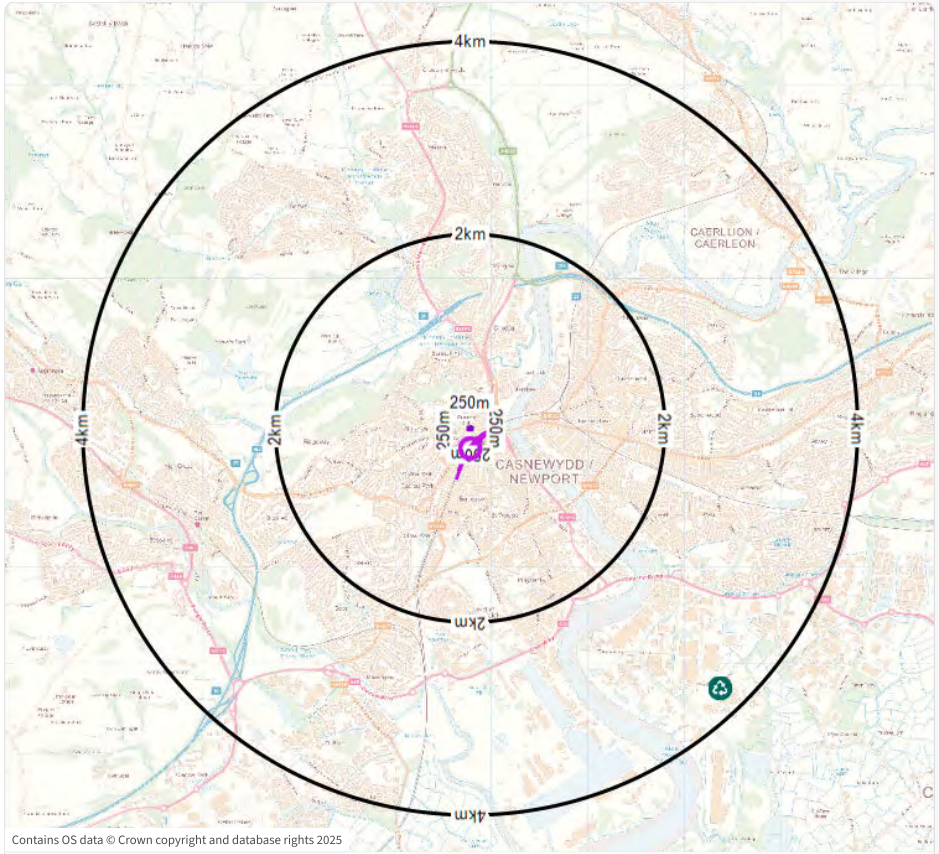
We have identified features in proximity to the property.

Recommendations

1. The data section has the full details of each project we've identified, along with the operator details if you'd like to contact them to find out more.
2. Visit the property to ensure you are comfortable with any potential noise or visual impact.
3. For planned projects, contact the Local Planning Authority to find out if there are any associated planning applications with details on likely activities.

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

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

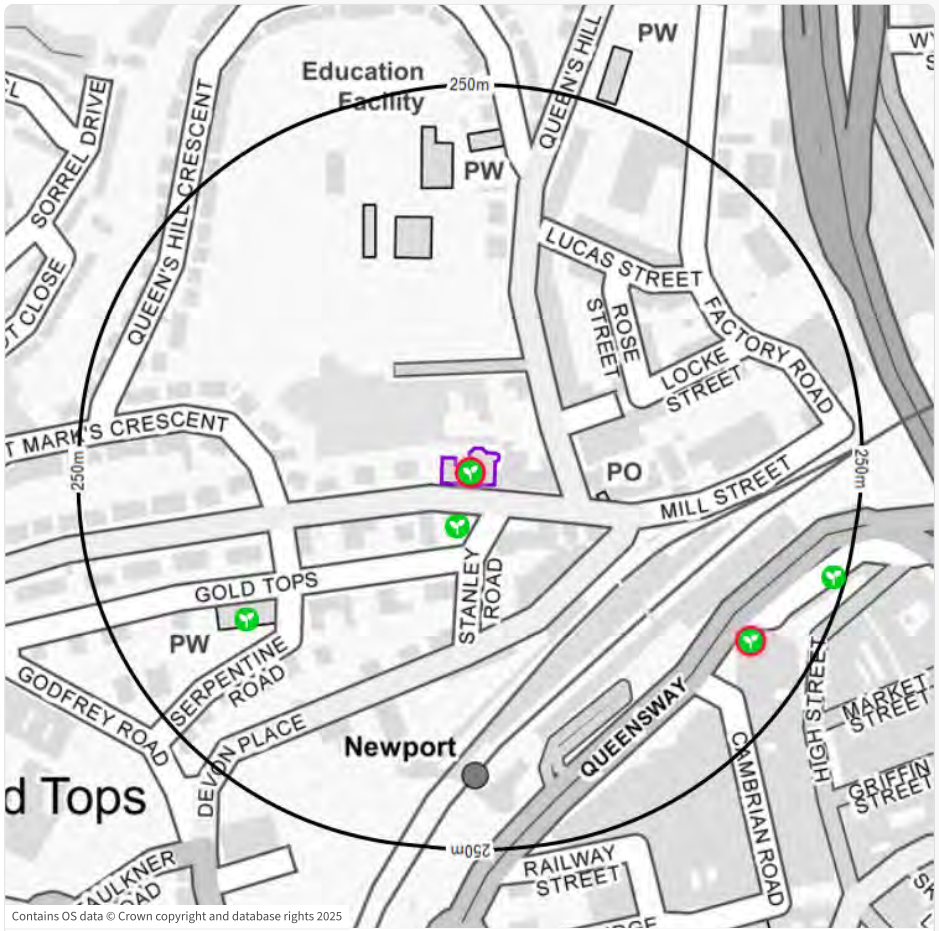
1. If you are considering carrying out development on this property, you will need to contact your Local Planning Authority to see if there would be any implications.
2. Visit the property to ensure there are no other features which would be of concern.

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.



Risk		Search radius	Result
	Multiple features present		
	Environmental Designations	250m	Identified (7)
	Pylons and Masts	250m	Not Identified

Coal mining

POWERED BY PINPOINTCOAL

ALERT ASSESSMENT

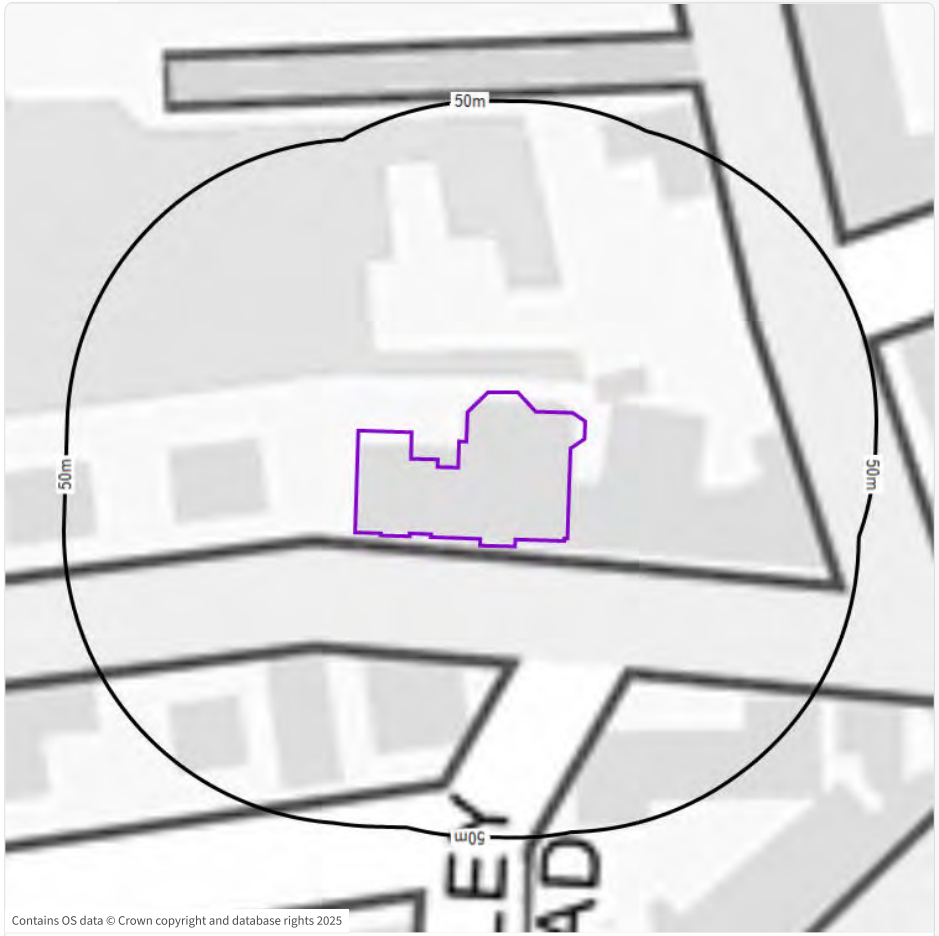
No coal report required

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.



Risk	Search buffer	Result
Coal mining risk	On-site	Not Identified

Planning Applications

ALERT ASSESSMENT

Identified

Planning applications nearby

We have identified planning application records at or near the property.

Recommendation

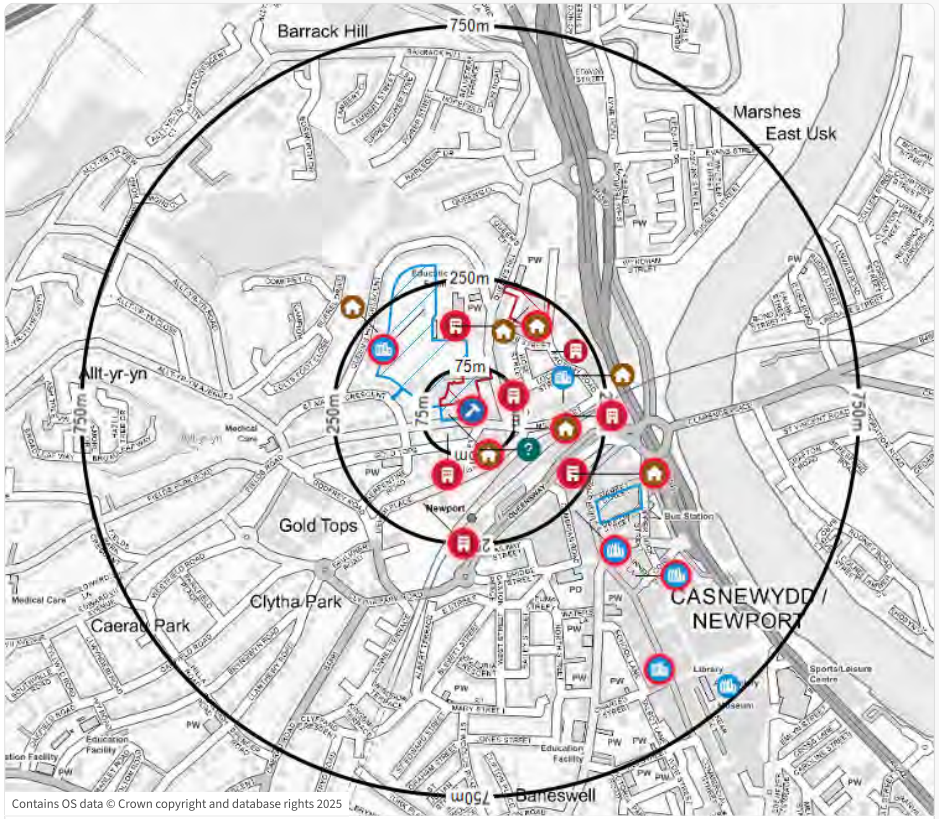
1. For information about each identified planning application, along with a link to the full application on the Local Authority website, please purchase a Landmark Planning report through your usual report provider.

Important note

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

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. We have also included local authority planning strategies from the Local Development Plans that could be relevant to your property. These can be found in the Data Appendix.



Risk	Search radius	Result
Multiple features present		
Large	750m	Identified
Medium	250m	Identified
Small	250m	Identified
Unclassified	250m	Identified
Alterations and minor new builds	75m	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	14
Understanding the data	15
Datasets searched	19
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
Flood	
River	Not identified
Coastal	Not identified
Surface water	Not identified
Groundwater	Not identified
Other	Not identified
Climate Change	
River Flooding	Not identified
Coastal Flooding	Not identified
Surface Water Flooding	Not identified
Ground Stability	Not identified
Heat stress	22

Ground Stability	
Man-made hazards	Not identified
Natural factors	Not identified
Mining	Not identified
Brine and Salt	Not identified
Energy & Infrastructure	
Non-Renewable Energy	Not identified
Renewable Energy	23
Rail Infrastructure : Above and below ground railways	24
Rail Infrastructure : HS2 & Crossrail 2	Not identified
Planning constraints	27



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.

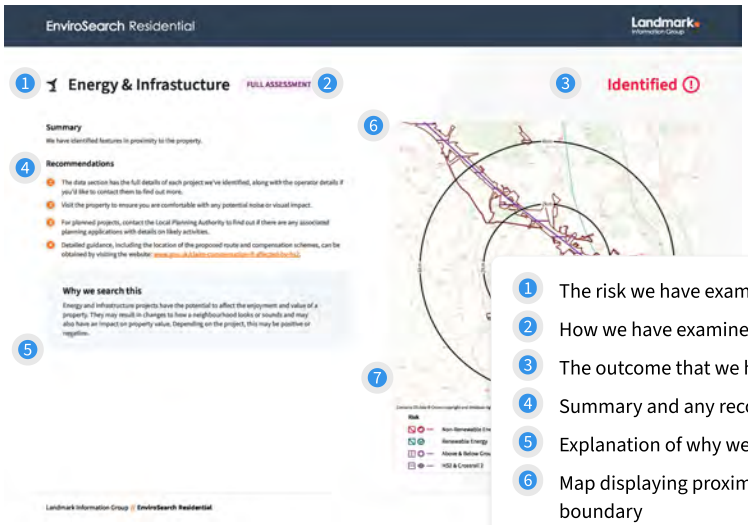
The front page of this report advises the outcome for each section based on one of these categories:

- **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.

Flood

Types of flooding

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 water	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.
Historical flood events	We analyse proximity to and elevation above historical flood records to better understand the risk of flooding.
Watercourses	The flood risk from smaller watercourses is not always modelled, so we include proximity to nearby watercourses in our overall analysis.

Understanding flood risk

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 or before purchasing a property.

Flood risk is based on the likelihood of a flood event and the potential impact.

Likelihood: Flood risk is based on probability and different approaches to flood protection may be needed depending upon how likely flooding is expected. A common way of expressing how likely a flood event is to occur is 'return period'. For example, a 1:100 year event has a 1% likelihood of occurring in any given year, whereas a 1:200 year event has a 0.5% likelihood of occurring in any given year. The 1:200 event would be expected to result in a greater extent of flooding than the 1:100 event, as it would be more severe, but the likelihood of it occurring is lower.

Impact: We consider the expected depths of flooding at your house. Low depths, for example, 10cm, are unlikely to put people at risk but water damage to buildings and contents may be significant without any flood protection. High water depths, for example 1m, may severely threaten the safety of people and may cause extensive damage to buildings. It may be dangerous to keep deep floods out of a building because of the large weight of water pressing against the wall.

River and Coastal

We use Natural Resources Wales data to understand the risk of river and coastal flooding. Flood Zone 2 and Flood Zone 3 data shows the likelihood of flooding assuming defences are not present, fail or are over-topped. A Flood Zone 3 represents an area of land with an annual probability of flooding of 1% (1 in 100) or greater from rivers, and 0.5% (1 in 200) or greater from the sea. Flood Zone 2 shows the additional extent of an extreme flood from rivers or the sea. These outlying areas are likely to be affected by a major flood, with up to a 0.1% (1 in 1000) chance of occurring each year.

We also include the Natural Resources Wales Flood Risk Assessment Wales – Rivers and Sea dataset, which provides an indication of flood risk taking into account the presence of defences and the level of protection they offer.

Surface water flooding

We use JBA Pluvial data to understand the risk of surface water flooding. We analyse the risk of surface water flooding in three separate return periods, 1:75, 1:200 and 1:1000. We then look at the likely flood depth bandings within these return periods and assign appropriate risk ratings based on these depth bandings.

Groundwater flooding

To analyse groundwater flood risk we use data from Geosmart. The dataset consists of a national 5m resolution model designed to provide an assessment of groundwater flood risk.

Understanding the data

Other

The flood risk from smaller watercourses is not always modelled, so we include proximity to nearby watercourses in our overall analysis. We incorporate data that shows both natural and man-made water features.

In addition, we look at the location of Flood Water Storage areas, which are designed to store floodwater during flood events.

Historical flood information is supplied by Natural Resources Wales and shows recorded flood outlines and contains information on the cause of the event. This data does not advise if water entered the property or not, simply the recorded outline of the flood event. This may have occurred before the property was built.

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.

Climate Change

Flood

The flood risk analysis in this section considers the on-site undefended river, coastal and surface water flood risk. The data within the flood risk section of this report is generated by JBA Risk Management. The results of this section may differ from the main Flood summary in our report, as it is using different sources of data.

This report includes primary analysis of the current on-site flood risk, and for RCP 4.5 (based on 2050) to highlight a medium-term view of climate change at the property. A stress testing table has also been included for the purposes of providing on-site analysis across a range of RCPs. The mapping will show the extent of any flood risk within the mapped area. Where flood risk is shown on the mapping, but does not appear within the property boundary, it does not form part of our on-site analysis.

If a flood risk is identified on-site, then the data appendix will include information on short-, medium- and long-term predications, along with detailing three return periods: 1:75, 1:200, 1:1000.These return periods refer to the likelihood of flooding in any given year, with 1:75 being the most likely but most limited in extent, and 1:1000 being least likely, but more catastrophic if it were to occur.

Flood Re is a joint initiative between the Government and insurers. Its aim is to make the flood cover part of household insurance policies more affordable. More information can be found here https://www.floodre.co.uk/.

Coastal Erosion

The coastal erosion risk considers the undefended erosion susceptibility of the coastline closest to your site or property. The baseline data within this section of this report is generated by the British Geological Survey (BGS). The distance from the property to the coastline is a straight-line measurement.

Some areas of the coastline are covered by Shoreline Management Plans (SMPS). SMPs help to deliver the ambitions of the National Flood and Coastal Erosion Risk Management Strategy. They set out a planned approach to managing flood and coastal erosion risk around the coast of England and Wales to 2105.

Ground Stability

The ground stability analysis in this report includes consideration of shrink-swell of clay soils. The data within the ground stability section of this report is generated by the British Geological Survey (BGS) using UKCP09 projections. We show the current hazard level and the likelihood that this would change based on the RCP4.5 2050 scenario.

The most common cause of natural subsidence in the UK is the shrinking and swelling of clays. The soils swell, absorbing moisture in wet conditions, and contract when they dry out, which can result in ground movement. Further information on current risk can be found in the Ground Hazards section of your current environmental report.

This report includes primary analysis of the current ground stability risk, and for the average period of dry conditions (based on 2050) to highlight a medium-term view of climate change at the property based on average conditions. A stress testing table has also been included for the purposes of providing analysis based on drier, average or wetter conditions. In addition, should a risk be identified the data here will include additional time periods, and analysis based on drier, average or wetter conditions.

Understanding the data

Heat Stress

The heat stress data used within this report is derived from the UKCP18 regional climate projections for average summer temperatures. The classification of the level of severity of the heatwave is set using UKHSA thresholds.

This data shows the percentage and number of days spent in heatwave conditions at low, medium or high severity, for today and 3 additional time periods.

Energy Performance

Where possible, an Energy Performance Certificate (EPC) rating for the property has been identified and reported, with the inspection date, and a 'valid until' date. If no EPC is available, this will either be reported as 'EPC unconfirmed' or 'No valid EPC'. Where 'EPC unconfirmed' or 'No EPC available' is reported, it is possible that the property does have a valid EPC and we would recommend further checks are undertaken in this regard. The EPC ratings are harvested from the EPC register on a regular basis, but it is possible that during the period between updates, a property has been given a valid EPC.

For residential properties with a valid EPC, as well as including a current EPC rating, where possible, we have provided a potential EPC rating if various energy performance improvements were made – along with indicative costs for these improvements. This potential rating and the associated costs are intended to provide a useful possible view of potential energy performance improvements. It is not a guarantee that the Potential Energy Performance rating is possible at the property and should not replace a detailed site-specific assessment completed by a surveyor. In addition, for residential properties where there is no valid EPC, or an EPC cannot be confirmed, we will try to report a 'likely' energy performance rating. Again, this is intended to provide a useful possible view of the EPC for the property and is not a guarantee that the reported 'likely' rating will be given once an EPC has been completed.

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

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.

Understanding the data

Energy and Infrastructure

Non-renewable energy

This section contains the extents of all ‘Blocks’ that are currently licensed for the exploration and production of energy, along with the locations of all current and historic wells that have been licenced for the exploration of energy. This is provided by North Sea Transition Authority.

‘Blocks’ are large areas of land where a licence has been offered or granted for the exploration or production of energy. The presence of one or more of these licences does not mean that exploration or production will happen.

Drilling wells cover the following categories: shale gas; gas storage; methane gas; coalbed methane; conventional oil and gas.

This section also includes details of the Southampton to London pipeline; a replacement underground aviation fuel transportation pipeline that runs from ESSO’s Fawley Refinery near Southampton to their West London Terminal storage facility in Hounslow. The replacement works have been completed; however, land regeneration works will continue for several years.

Renewable energy

This section of the report covers wind, solar and other renewable energy sources, including planning information for proposed projects with a capacity of over 1MW from the Department of Energy & Climate Change.

The report will only consider a planning application to be 'Identified' if the application is active. We will still provide details of the inactive applications, as these can provide context on intended activity in the area. These are usually applications that have been refused, withdrawn or abandoned.

We provide details of Wind Farms as held by the British Wind Energy Association, in addition to details of Wind Turbines located using Ordnance Survey large scale mapping.

We include details on solar farms which generate between 1MW and 50MW of power. As a rough guide 2 to 3 hectares of land are required for every 1MW of power produced. This data, from the Department of Energy & Climate Change, shows the location of operational and proposed solar farms with a point reference. As such the farm could be nearer to your property than indicated depending on how large the solar farm is. The data provides the name of the operating company, the generating capacity, and the farm's operational status.

As well as wind and solar power there are a variety of other renewable power sources in the UK. This section of the report uses Department of Energy & Climate Change data to identify the following other types of renewable energy: Small / Large Hydroelectric, Shoreline Wave, Tidal Barrage / Stream, Biomass, Co-firing, Anaerobic / Sewage Digestion, Hot Dry Rocks, Landfill Gas, Energy From Waste (EfW) Incineration, Advanced Conversion Technology.

Above and below ground railways

The above and below ground railways section provides details on existing or historic railways. This includes data supplied by Crossrail1 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 Transports NaPTAN API and Ordnance Survey OpenMap Local product for the United Kingdom.

As this data includes records of historic railways, 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 regarding 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/

Crossrail 2 is also not finalised, with Transport for London (TfL) and the Department for Transport (DfT) still engaged with discussions around the project’s safeguarding measures

Planning constraints

Pylons are extracted from Ordnance Surveydata in MasterMap and only show significant lines; if the pylons 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.

The Local Nature Reserves national dataset is 'indicative' not 'definitive'. Definitive information can only be provided by individual local authorities, and you should refer directly to their information for all purposes that require the most up to date and complete dataset.

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

Fuel Station Entries
Contemporary Trade Directory 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

Flood defences

Flood Map: Areas Benefitting from Flood Defences
Flood Map - TAN15 Defended Zones
Flood Defences (with attributes)

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

Climate change

Flood

JBA Undefended Fluvial
JBA Undefended Surface Water
JBA Undefended Coastal
JBA Climate Change - River Flood 2030
JBA Climate Change - River Flood 2050
JBA Climate Change - River Flood 2080
JBA Climate Change - Pluvial Flood 2030
JBA Climate Change - Pluvial Flood 2050
JBA Climate Change - Pluvial Flood 2080
JBA Climate Change - Coastal Flood 2030

Datasets searched

JBA Climate Change - Coastal Flood 2050
JBA Climate Change - Coastal Flood 2080

Coastal erosion
BGS Coastal Erosion Susceptibility
Boundaries - Enhanced Coastline
National Coastal Erosion Map (NCERM)

Ground stability
Potential for Shrinking or Swelling Clay Ground Stability Hazards
BBGS Geoclimate UKCP09 - Shrink Swell - 2030s
BBGS Geoclimate UKCP09 - Shrink Swell - 2050s
BBGS Geoclimate UKCP09 - Shrink Swell - 2080s

Heat stress
Heat Stress Events

Energy performance
Energy Performance of Buildings Certificates

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
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

Datasets searched

Crossrail 2 - Safeguarding Limits

Miscellaneous

Local Authority Boundaries

Planning Constraints

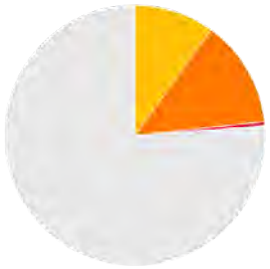
Planning Constraints

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

Climate Change: Heat stress

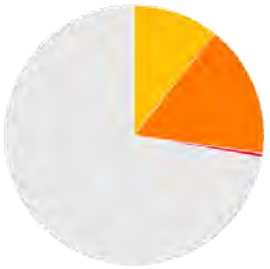
Percentage of days spent in heatwave conditions

today 23.8%



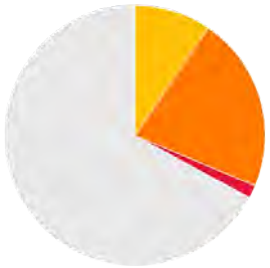
Low 9.9% Medium 13.4% High 0.5%

2030 27.7%



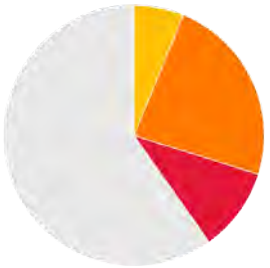
Low 10.6% Medium 16.6% High 0.5%

2050 32.9%



Low 9.5% Medium 21.8% High 1.6%

2080 40.1%



Low 6.2% Medium 23.6% High 10.4%

Thresholds for your location

Temperatures above 36 °C are classified as high severity, above 29 °C are medium severity. Temperatures below the medium threshold are low severity.

This data shows the percentage and number of days spent in heatwave conditions at low, medium or high severity, for today and 3 additional time periods.

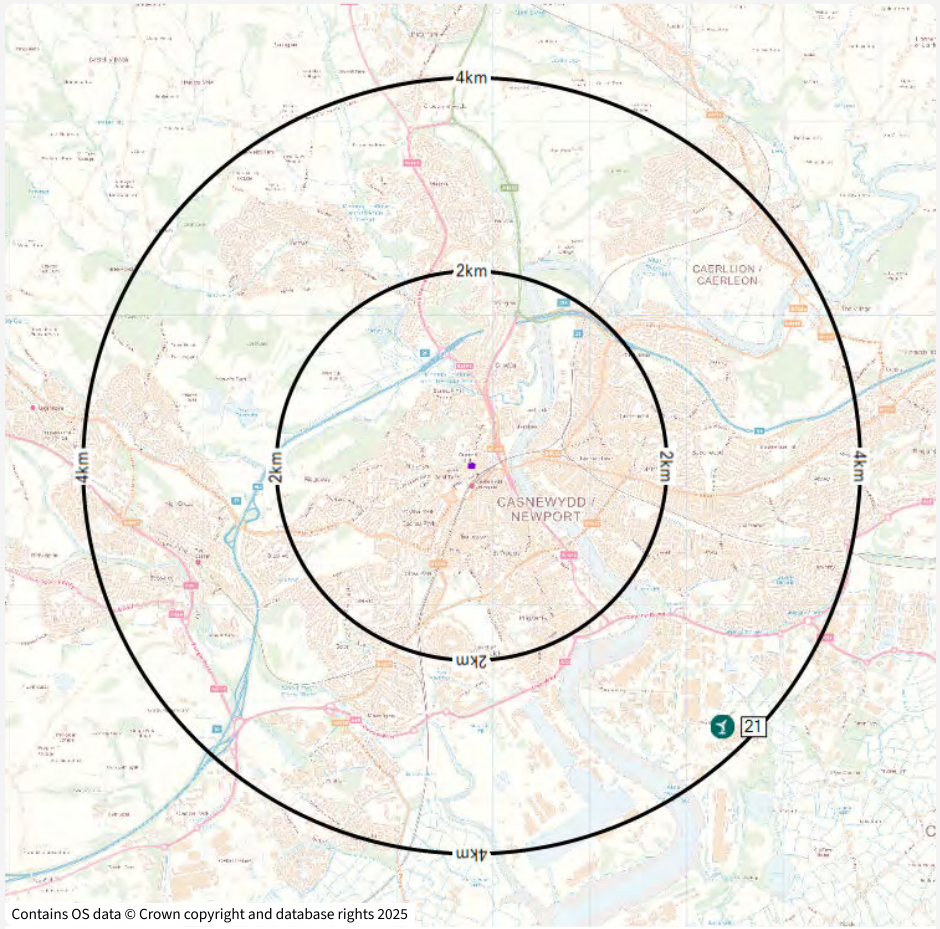
Today	Total	Low	Medium	High
Percentage	23.8%	9.9%	13.4%	0.5%
Days in heatwave	87 days	36 days	49 days	2 days

2030	Total	Low	Medium	High
Percentage	27.7%	10.6%	16.6%	0.5%
Days in heatwave	101 days	39 days	60 days	2 days

2050	Total	Low	Medium	High
Percentage	32.9%	9.5%	21.8%	1.6%
Days in heatwave	120 days	35 days	80 days	6 days

2080	Total	Low	Medium	High
Percentage	40.1%	6.2%	23.6%	10.4%
Days in heatwave	147 days	23 days	86 days	38 days

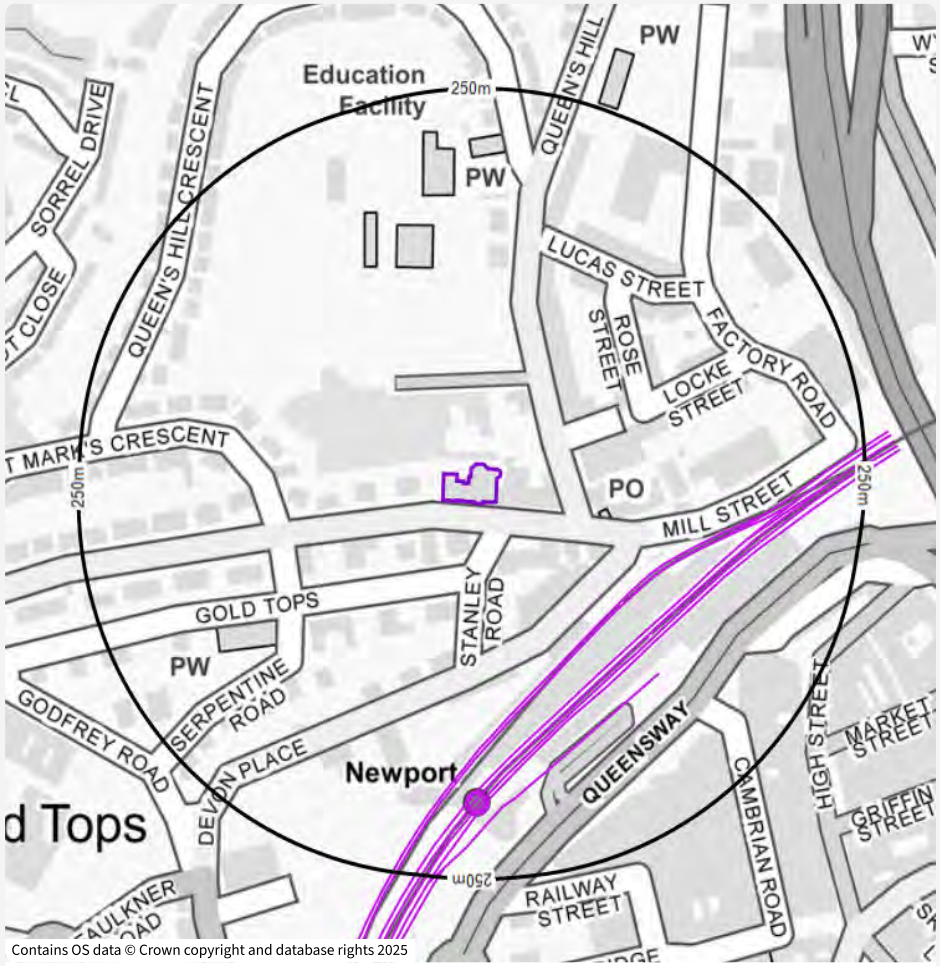
Energy & Infrastructure: Renewable Energy



Wind energy

Id	Details	Status	Distance
Planning applications			
21	Name: Solutia UK Ltd Reference: 08/1412 Onshore/Offshore: Wind Onshore Installed capacity (MWe): 5 Contractor: Solutia / Vestas Address: Traston Road, Newport, South Wales Local Planning Authority: Newport City Council	Operational	3728m SE

Energy & Infrastructure: Above and below ground railways



Within 250m of your property

Details	Distance
Tracks	
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/126550338	108m SE
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/40430920	110m SE
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/126364315	133m SE
Network Name: South Wales Main Line Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/3993408	137m SE

Energy & Infrastructure: Above and below ground railways

Within 250m of your property

Details	Distance
Tracks	
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/126365454	140m SE
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/126364309	143m SE
Network Name: Not Supplied Tunnel: Unknown Route: Great Western Railway Status: Active Railway Supplier Ref: way/126467219	158m E
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/703359743	158m E

Within 250m of your property

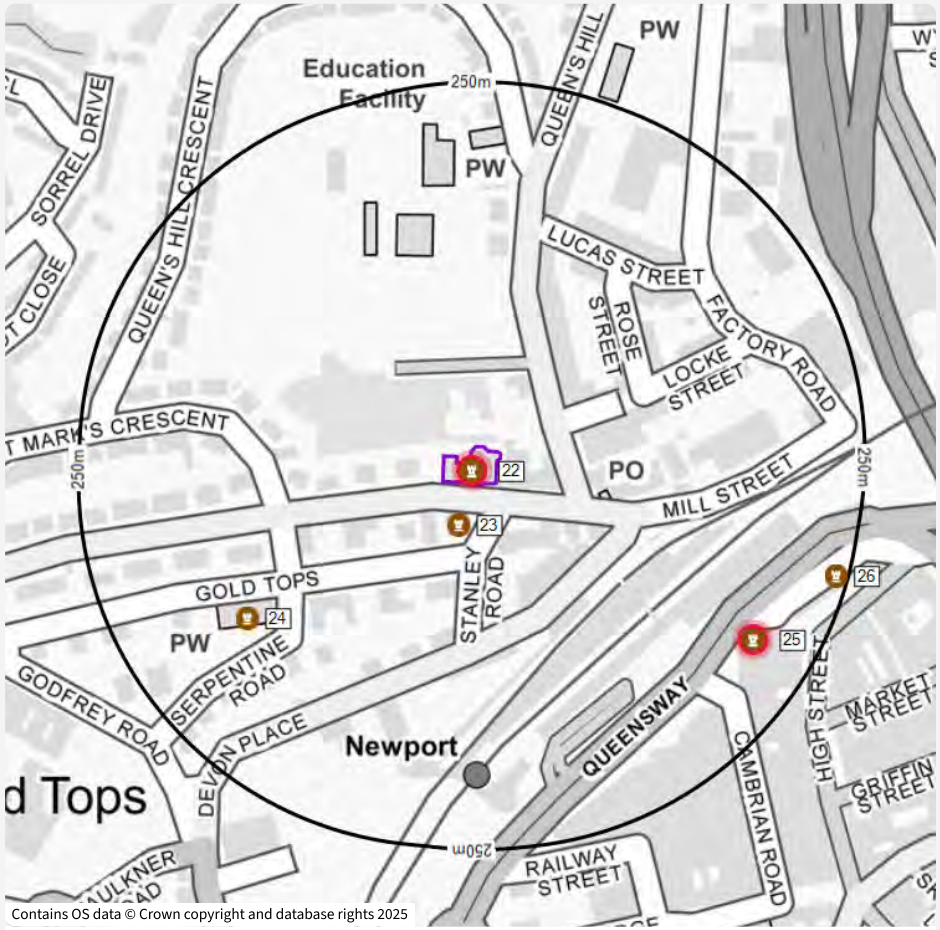
Details	Distance
Tracks	
Network Name: Not Supplied Tunnel: Unknown Route: Not Supplied Status: Inactive Railway Supplier Ref: way/40800280	160m SE
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/126467218	174m E
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/142907750	174m E
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/703359742	185m E

Energy & Infrastructure: Above and below ground railways

Within 250m of your property

Details	Distance
Tracks	
Network Name: South Wales Main Line Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/36942345	188m S
Network Name: Not Supplied Tunnel: Unknown Route: Transport for Wales Status: Active Railway Supplier Ref: way/609753757	204m E
Network Name: Not Supplied Tunnel: Unknown Route: Not Supplied Status: Inactive Railway Supplier Ref: way/126880436	245m S
Stations	
Station Name: Newport Station Type: Railway Stations and Stops	200m S

Planning constraints



Heritage sites, monuments and listed buildings

Id	Details	Distance	Contact
Listed building			
22	Site type: Listed Buildings Name: Shire Hall (Including Queens Chambers) Reference: 20528 Location: Prominently Situated On The N Side Of Pentonville Opposite The Magistratesâ Court. Location Accuracy: Positioned by the supplier	0m N	2
22	Site type: Listed Buildings Name: Entrance Gates To Newport Magistrates Court Reference: 22334 Location: Magistrates Court Is Strikingly Located On W Side Of Pentonville Opposite The Shire Hall & Queens Chmbers. Entrance Gates In Front (E) Of Building. Location Accuracy: Positioned by the supplier	25m S	2
23	Site type: Listed Buildings Name: Newport Magistrates Court Reference: 3033 Location: Strikingly Situated On The W Side Of Pentonville Opposite The Shire Hall And Queenâs Chambers. Location Accuracy: Positioned by the supplier	30m S	2

Planning constraints

Heritage sites, monuments and listed buildings

Id	Details	Distance	Contact
Listed building			
24	Site type: Listed Buildings Name: St Markâs Church Reference: 3020 Location: Prominently Located On The S Side Of Gold Tops Within Large Sloping Site Between Gold Tops And Serpentine Road. Location Accuracy: Positioned by the supplier	164m SW	2
25	Site type: Listed Buildings Name: Former Tredegar Arms Hotel And Lloyds Bank (Yatess) Reference: 23138 Location: On Large Convex Site Forming Whole Sw Side Of Station Approach. The Block Consists Of 1-3 Station Approach , And 55 High Street. Location Accuracy: Positioned by the supplier	208m SE	2
25	Site type: Listed Buildings Name: Ye Olde Murenger House Ph Reference: 3025 Location: Near Junction With Station Approach. Location Accuracy: Positioned by the supplier	236m SE	2

Heritage sites, monuments and listed buildings

Id	Details	Distance	Contact
Listed building			
26	Site type: Listed Buildings Name: Former Head Post Office Reference: 3074 Location: On Large Site Between Newport Station And Newport Bridge. Location Accuracy: Positioned by the supplier	243m E	2

Appendices

Report limitations	30
Useful information	31
Useful contacts	40
Important consumer protection information	42
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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.

The flood risk section includes an assessment of surface water flooding which examines the risk of the general drainage network overflowing during periods of extreme rainfall. This report does not make a detailed site-specific assessment of the suitability of the existing drainage on the property. If this is required, then a site survey should be considered. The assessment of pluvial flooding does not take into account particular local or temporary factors that may cause surface water flooding such as the blockage or failure of structures on or within watercourses, drains, foul sewers, water mains, canals and other water infrastructure; and any history of drains flooding at the property or in the locality. Surface water flooding can occur before surface water reaches the general drainage network, for example on hills and inclines. Environment Agency flood data does not include flood risk from very small catchments, as models of such small-scale catchments are not considered to be reliable for UK-wide flood risk assessments. The potential impact of climate change on flood risk to the property would require further study. When answering any questions within this report, current applicable legislation is taken into account. The data used in this report may have inherent limitations and qualifications.

The Energy & Infrastructure section has been designed to satisfy standard due-diligence enquiries for residential and commercial sites. It is a ‘remote’ investigation and reviews databases of publicly available information that have been chosen to enable a desk-based analysis of key infrastructure projects. The report does not include data on all UK energy and Infrastructure projects, nor does Landmark make specific information requests of the regulatory authorities for any relevant information they may hold. Therefore, Landmark cannot guarantee that all land uses or factors of concern will have been identified by the report.

Landmark is unable to comment directly with regards to the potential effect these key energy or infrastructure projects will have on the value of nearby properties. We would recommend contacting an appropriate surveyor who can provide a valuation.

While every effort is made to ensure accuracy, Landmark cannot guarantee the accuracy or completeness of such 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

Flood

The Envirosearch Residential report includes a desktop flood risk screening report, designed to satisfy the concerns raised by the Law Society Practice Note and to enable home buyers and property professionals to assess the risk of flooding at residential sites.

It examines two key areas:

(1) the overall risk of flooding at a property taking into account any flood defences present (where information about defences is available). It should be noted that a residual risk of flooding may remain if such defences were to fail owing to extreme weather conditions, over-topping or poor maintenance. In addition, it should be noted that flood defences do not generally offer protection against groundwater or surface water flooding.

(2) how flood risk affects the availability of insurance for a property. Where no flood defences are present or where no information about defences is available, the overall risk rating provides a worst case scenario which may be alleviated by smaller scale local flood defences or recently constructed flood defences not currently registered by the relevant agency.

Where several flood risks have been identified, the report highlights the highest risk and details the information Landmark consider should be drawn to your attention as part of the conveyancing transaction.

Useful information

However, other flood risks may be present.

The Landmark Flood report is a general-purpose indicative screening tool and is intended to provide a useful initial analysis for a residential conveyancing transaction. It does not provide an alternative to a property specific assessment, such as the Flood Solutions Consult Report, which should be used when this report suggests 'Further Action'.

The Individual Flood Risks

The individual flood risk gauges on the front page highlight the individual river, coastal, surface water, ground water, historic flood event and water features flooding risk at the property, taking into consideration any information on flood defences where available. These risks are used to determine the overall flood risk to the property. The individual flood risks are demonstrated in the gauges as follows:

High **Moderate To High**	Landmark consider the individual flood risk to be significant. This is because there is a potential flood risk that would be likely to occur fairly frequently, or the predicted depth of any flood event would result in significant impact and/or there is information to suggest a flood has happened in the past. It is recommended that you refer to the Overall Flood Risk and take note of the Professional Opinion and Recommendations as further action will be required.
Moderate	Landmark consider the individual flood risk to be moderate. This is either because of a potential flood that is likely to occur with moderate frequency, or because the predicted depth of potential flooding at the property is likely to be shallow and insufficient to cause a significant issue. It is recommended that you check the Overall Flood Risk result and refer to the Professional Opinion and Recommendations for guidance and next steps.
Low To Moderate	This describes areas that Landmark consider are at low to moderate risk flooding. These are areas where we have found some indication of potential flood risk, however any resulting flooding would be expected to be infrequent or have a low predicted depth. It is recommended that you check the Overall Flood Risk to the property as this may differ from the individual flood risks.
Low	This describes areas that Landmark consider are at low risk of flooding. These are areas where there may be some indications of potential flood risk, however any flooding would be expected to be very infrequent or have a very low predicted depth. It is recommended that you check the Overall Flood Risk to the property as this may differ from the individual flood risks.

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.

This report is not a Flood Risk Assessment, and should you be developing the property a more in depth report may be required by the Planning authority.

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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

Useful information

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)
- 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

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.

Useful information

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.

Climate change

What are the risks

Physical risks: result from climatic events. You may face more frequent severe weather events such as flooding, drought and storms. Gradual onset of these environmental changes as a result of climate change could have an adverse impact.

Transition risks: result from changes in behaviour including government policy as the UK transitions to a low-carbon economy.

What are climate risks?

The Impacts from climate change could affect UK companies in many ways. Both the UK Government and the Bank of England have advocated climate related disclosures, which was set out by the Task Force for Climate Related Financial Disclosures in their 2017 recommendations.

UKCP18

UK Climate Projections 2018 (UKCP18) is the Met Office's climate projection tool for the UK, which is the update from UKCP09. The data provides probabilistic scenarios for how the climate of the UK may change over the 21st Century. The Met Office states that the tools have been designed to help decision-makers assess their exposure to the climate.

Source: https://www.metoffice.gov.uk/research/approach/collaboration/ukcp/about/what-is-ukcp

Representative Concentration Pathways (RCPs)

Representative Concentration Pathways (RCPs)	Change in Temperature (C) by 2081-2100	Description
RCP2.6	1.6 (0.9-2.3)	Emissions strongly reduced
RCP4.5	2.4 (1.7-3.2)	Mitigation implemented but Paris Agreement missed (IPCC moderate scenario)
RCP6.0	2.8 (2.0-3.7)	2nd medium emission stabilisation pathway
RCP8.5	4.3 (3.2-5.4)	Emissions continue to grow unmitigated

Stress Testing

As the future climate scenario is unknown and may change in future, in some instances alongside the assessment we have also provided other scenarios in the Data Appendix to assist with other decision making.

The Paris Agreement

Goal 13 of the UN Sustainable Development Goals calls for urgent action to combat climate change. The Paris Agreement on climate change officially entered into force on 4th November 2016. As of 2020, 195 signatories and 189 countries have joined the Paris Agreement.

The agreement pledges that signatories will take steps to limit temperature rise to well below 2°C by 2050. Both the EU and the UK have pledged climate action and have now written into law that they will have net-zero greenhouse gas emissions by 2050.

Task Force for Climate Related Financial Disclosure (TCFD) Recommendations

Understanding future climate risk requires consideration as part of the 'Task Force for Climate Related Financial Disclosures' (TCFD Recommendations). Within the recommendations, risk management is an integral step where organizations are expected to identify, assess and manage climate related risks.

These recommendations are fast becoming the linchpin of best practice, at an industry and national policy level. The Better Building Partnership (BBP) is a collaboration of the UK's leading commercial property owners. Its members have signed a ground-breaking commitment to deliver net zero carbon real estate

Useful information

portfolios by 2050. Member organisations are also committing to developing climate change resilient strategies in line with the TCFD Recommendations.

https://www.betterbuildingspartnership.co.uk/property-owners-make-groundbreaking-climate-change-commitment

Transition risks for built environment

The Government are committed to net zero emissions by 2050. In order to achieve this target, the Government are looking at ways the UK can reduce its emissions in all sectors. One of these has been a focus on buildings. The UK has nearly 30 million buildings (27 million of which are residential) and include some of the oldest building stock in Europe. Heating and powering buildings currently accounts for 40% of the UK's total energy usage. Therefore, there is a need to improve the energy efficiency of our homes and buildings

The Future Homes and Buildings Standard is not due to be implemented until 2025, however through consultations, Parts L (conservation of fuel and power) and F (ventilation) of the Buildings Regulations for new dwellings were changed in 2021. From 2025, new homes built after this time, will produce 75%-80% less carbon emissions than homes delivered under the old regulations.

Existing homes and some home improvements will also be subject to higher standards, but these will only come when the occupants wants to make thermal upgrades or if building an extension. These are already being asked for. Part L for example requires changes in ventilation. For existing domestic buildings, background ventilations should be fitted to all replacement windows.

There will also be a phase out of gas boilers. The sale of new gas boilers will be prohibited from 2025 and they will be replaced by heat pumps and – depending how the technology develops- hydrogen boilers.

Planning: Applications

What is a planning application?

A planning application is a request for approval from your local authority for you to carry out some form of development or change to property or land. You apply to your local authority to obtain this permission, known as Planning Permission.

Is Planning Permission needed?

Most changes will require planning permission from your local authority, but some forms of development may fall within 'permitted development rights' and not require planning permission. The types of development allowed under these rights can depend on your local authority and additional factors such as whether the property is in a conservation area or national park. Common types of permitted development are small alterations and minor extensions to residential dwellings. Information about the types of development allowed under your permitted development rights is available from the Planning Portal (details below) or from your local planning authority (see the Contacts page).

If you are considering any development, it is advisable to contact your local planning authority to check if planning permission is required for the intended works. Your local planning authority may also have a useful duty planner service or provide pre-application advice, although there could be a charge for this.

Applying for Permission

If planning permission is required, an application is made to the local planning authority. The type of application and supporting information required will depend on the scale of works proposed.

Once an application has been made the local authority may notify relevant parties, such as immediate neighbours, and the application may be advertised locally for a consultation period. Public comments can then be made on the application for consideration by the local planning authority.

Planning Decisions

A planning officer will consider the application and any supporting information and make a recommendation for approval or refusal. Depending on the type of application the final decision may be made by the officer through 'delegated powers', or the information could be passed to a planning committee.

The local authority will explain the reasons for refusing any applications. The applicant could then choose to re-submit the application with amendments. The result can also be appealed through the planning inspectorate; however, this can be a complicated and costly procedure and would not normally be undertaken without obtaining further professional guidance.Consequently, where an application is listed in this report as refused it may later be granted on appeal. Therefore, if an application within this report concerns you, we would strongly advise you to find out more from your local planning authority.

Planning applications are usually decided within 8 weeks of the application date, although this can be extended to 13 weeks where the application is large or complex. Unless acted upon a planning permission will lapse after either 3 or 5 years, depending on whether it is an 'outline' or 'full' (sometimes called 'detail') application.

Helpful Resources

http://www.planningportal.gov.uk - The Planning Portal is the governmental planning information website. You can access guides about the planning system and also submit applications through this website.

Useful information

Use Classes

Use Class	Category Description	Notes
A1	Shops	General retail
A2	Financial and Professional Services	e.g banks, estate agents etc.
A3	Restaurants and cafes	
A4	Drinking establishments	Pubs/wine bars (not nightclubs)
A5	Hot food takeaways	
B1	Business	Offices etc. (not those that fall within A2 e.g.Estate agents
B2	General industry	
B8	Storage or distribution	Warehouses etc.
C1	Hotels	
C2	Residential institutions	Hospitals, nursing homes, boarding schools
C2(a)	Secure residential institutions	Prisons, young offenders institutes etc.
C3	Dwelling houses	

Use Classes

Use Class	Category Description	Notes
C4	Houses in multiple occupation	Small shared houses occupied by between 3 and 6 unrelated individuals, as their only or main residence, who share basic amenities such as kitchen or bathroom
D1	Non-residential institutions	Schools, museums, libraries etc.
D2	Assembly and leisure	Cinemas, music and concert halls, swimming pools etc.
Sui Generis		Anything not falling into the above, e.g petrol stations, nightclubs, taxi business, amusements etc.

Coal mining

Underground coal mining

Underground mining creates spaces (or voids). The intense pressures set up by deep mining make these voids compress, resulting in subsidence at the surface. Where the mining has been nearer to the surface, as is the case here, the pressures are less and the voids can remain for a longer period of time. When and where or if these voids might collapse and result in surface subsidence is difficult to predict but there is clearly an enhanced risk.

Pinpoint Zone of Influence

Landmark reports use a bespoke methodology to determine the Zone Of Influence that is unique to them and is highly accurate. The average depths of underground workings within the Zone Of Influence are reported by indicating the percentage depths for shallow workings (those less than 30M or 50M where the seam is unusually thick), moderate (depth ranges from 30M to 500M) and considerable (workings deeper than 500M). A count of the number of seams worked and the last date of mining from these is also reported.

Useful information

Mine entries

Shafts and adits are the means by which coal is accessed from the surface. Shafts are vertical excavations sunk from the surface to the coal seams worked. Adits are tunnels that start at the surface and extend into the seams worked. The approximate location of any mine entries within 20M of the property boundary are referred to and shown on the plan

Summary

The report has identified what, if any, treatment is known to have been provided to the mine entries disclosed. Where treatment is unknown this does not mean none has taken place but simply that the Coal Authority does not have any record of it. This is because before the formation of the National Coal Board there was no centralised recording facility, and the treatment was reliant upon private operators and landowners.

If after reading this you are concerned about any of the issues raised here and wish to obtain further advice other than our Consultants Report, you will need to have a further detailed investigation undertaken and a report prepared by a suitably qualified professional; then follow any guidance given in that report.

Subsidence claims

The individual details of each claim are listed above. Further actions are recommended based on the particular status of a claim.

- **Claim Withdrawn**- no action generally but if damage was identified in the property there may be causes other than mining subsidence. Advise making further enquiry with the vendor.
- **Claim Ongoing**- make further enquiries of the Seller, their Solicitors or the Coal Authority.
- **Claim Settled**- where further detail is required, seeking a Subsidence Claims History report from the Coal Authority might provide useful information as to, for example, why the compensation was so high/low.
  The existence of nearby claims does not necessarily mean that damage has been caused to other properties in the locality or will do so in the future. While there may not have been damage there most certainly will have been subsidence. The only method by which you can be sure no damage has been caused is to have an inspection undertaken.

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 licensed for oil and gas exploration, we will also show the 159 new licenses 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.

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

Useful information

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.

Above and below ground railways

Railways indicated in the report are found on Open Street Map, and include those categorised as abandoned and historic.

Abandoned railways are based on the Open Street Map (OSM) classes of abandoned, dismantled, disused, and razed. They are either former railways in which the tracks and infrastructure have been removed and the course may be recognisable, or a section of railway which is no longer in use, but the track and infrastructure remain in place. These railways will be classed as 'Inactive'.

Historic railways are based on the following OSM classes: heritage, historic, historical, and preserved. They are generally running historic trains as tourist attractions. These railways will be classed as 'Active'.

Crossrail

Crossrail, now completed and known as the Elizabeth Line, stretches from Reading and Heathrow in the west, to Shenfield and Abbeywood in the east.The development covers over 100km of track, of which 21km is new rail tunnels under central London.

Crossrail 2

Crossrail 2 (CR2) is a new (proposed) railway, linking the national rail networks in and around Surrey and Hertfordshire via an underground tunnel through London. In the central tunnelled section of the route, CR2 is expected to serve stations between Wimbledon in the south and New Southgate and Tottenham Hale in the north, providing an interchange with other London Underground, Overground and National Rail services. In Surrey and south west London, CR2 is expected to use the existing rail lines beyond Wimbledon. North of Tottenham Hale, CR2 is expected to connect with the West Anglia Main Line.

Useful information

If you have a property near to any of the existing or proposed CR1 or CR2 stations, you may benefit from the lines, once open. Other properties may need to be acquired or will be affected by the construction of the line or running of the trains. A property above the construction of a new tunnel could be affected as a result of ground settlement. Settlement is the technical term given to the way the ground moves around a hole after it has been dug out. Digging tunnels, shafts and basements always causes small movements in the ground.

Crossrail2 was paused in October 2020, and it is not currently know when further work will continue. Transport for London (TfL) continues to manage the Crossrail 2 Safeguarding Directions on behalf of the Secretary of State for Transport and continues to work with stakeholders whose developments are affected by the Safeguarding. This is to ensure they can continue to protect the route until such time as the railway can be progressed.

Safeguarding limits

Safeguarding is where a proposed project's location or route is protected from conflicting development. Any development within the safeguarded area could be subject to extra planning restrictions. Land can be used during construction for the transfer of building waste materials or machinery. This may result in disruption to the affected site and in nearby areas. The existence of a safeguarding direction will be declared by the local planning authority in response to searches of the local land charges register.

High Speed 2

High Speed 2 (HS2) is currently under construction, and comprises of 140 miles of track, four new stations, two depots, 32 miles of tunnel, and 130 bridges.

Once operational, HS2's British-built bullet trains will provide zero-carbon journeys between the UK's two largest cities, Birmingham and London, with services continuing on to Manchester, the North West, and Scotland using the conventional railway network, cutting journey times.

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 **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

4 **Rhondda Cynon Taff County Borough Council, Public Health and Protection Division**

Community Services
RCT Borough Council
Dinas Esaf Estate
Williamstown
CF40 1NY

www.rhondda-cynon-taff.gov.uk
01443 442100

5 **Natural Resources Wales**

Ty Cambria
29 Newport Road
Cardiff
CF24 0TP

enquiries@naturalresourceswales.gov.uk
0300 065 3000

6 **Newport City Council, Public Protection and Environmental Services**

Civic Centre
Newport
NP20 4UR

www.newport.gov.uk
01633 656656

7 **Newport City Council**

Civic Centre
Newport
NP9 4UR

www.newport.gov.uk
01633 656656

Useful contacts

8 **Blaenau Gwent County Borough Council, Municipal Offices**

Civic Centre
Ebbw Vale
NP23 6XB

www.blaenau-gwent.gov.uk
01495 350555

9 **Pembrokeshire Coast National Park Authority, Development Control**

Llanion Park
Pembroke Dock
Pembroke Dock
SA72 6DY

www.pembrokeshirecoastal.org.uk
pcnp@pembrokeshirecoastal.org.uk
0845 3457275

10 **PinPoint Information Ltd**

Riverbank House
1 Putney Bridge Approach
London
SW6 3JD

www.pinpointinformation.co.uk

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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Contamination Risk PASSED

Professional Opinion

RPS Consultants have passed this report in accordance with the definition of contaminated land within Part 2A of the Environmental Protection Act 1990. Please refer to the Professional Opinion page and Section 1 for further information.

Flood Risk: None Identified

Refer to Section 2 for further information

Conveyancer Guidance

While this report may have identified areas at risk of flooding on or within 250m of the subject property, the extent and frequency of these potential flood events present a low risk. Please refer to Section 2 for further information.

Radon: None Identified

Refer to Section 3 for further information

Ground Stability: None Identified

Refer to Section 4 for further information

Other Influential Factors:

Refer to Section 5 for further information

Environmental Constraints: None Identified **See Section 5a**

Report issued for the property at
Plot 12
Shire Hall
Allt-yn-yn
NP20 4PL

Report Reference
51957170_1_1

National Grid Reference
330780 188430

Customer Reference
498283_HCP

Report Date
23 December 2013

Requested by
Property Information Exchange Ltd
Wyvols Court
Swallowfield
Berkshire
RG7 1WY

Contact Details

If you require assistance please contact your Search Provider or phone Customer Services on 0844 844 9966 or e-mail helpdesk@homecheck.co.uk

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CIPSO EXECUTIVE MEMBER

Environmental Risk Management

Provided by RPS

Professional Opinion
Contamination Risk
PASSED

In the professional opinion of RPS Consultants, the level of contamination risk associated with the information disclosed in the Homecheck Professional report dated 23rd December 2013 and reference 51957170_1_1, 498283_HCP for

Plot 12
Shire Hall
Allt-yn-yn
NP20 4PL

It is unlikely that the property would be designated "contaminated land" within the meaning of Part 2A of the Environmental Protection Act 1990.

It is unlikely to have an adverse effect on the security of the property for normal lending purposes.

The professional opinion refers to Section 1 of this report and should always be read in conjunction with the full text of that report. No physical site inspection or survey has been carried out or is proposed.

A 'Guide to the RPS Professional Opinion / Certificate' can be found at the back of the report.

Approved by

RPS Environmental Risk Team

RPS

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Contents and Summary of Findings

Site Location

Section 1: Contamination Risk Findings

Contamination Risk	0-25m	25-250m	250-500m	See Section
Designated Contaminated Land	No	No	No	1a
Landfill and Waste	No	No	No	1b
Potentially Contaminative Activities	No	**Yes**	**Yes**	1c
Known Pollution Incidents	No	No	No	1d
Other Potential Contaminative Land Uses	No	**Yes**	n/a	1e

Section 2: Flood Findings

Flood	0-25m	25-250m	See Section
River Flooding	No	No	2a
Coastal Flooding	No	No	2b
Surface Water Flooding	No	**Yes**	2c

Section 3: Radon Findings

Radon	Result	See Section
Radon Affected Property	No	3

Section 4: Ground Stability Findings

Ground Stability	Result	See Section
Man-Made Factors	No	4a
Natural Factors	No	4b

Section 5: Other Influential Factors

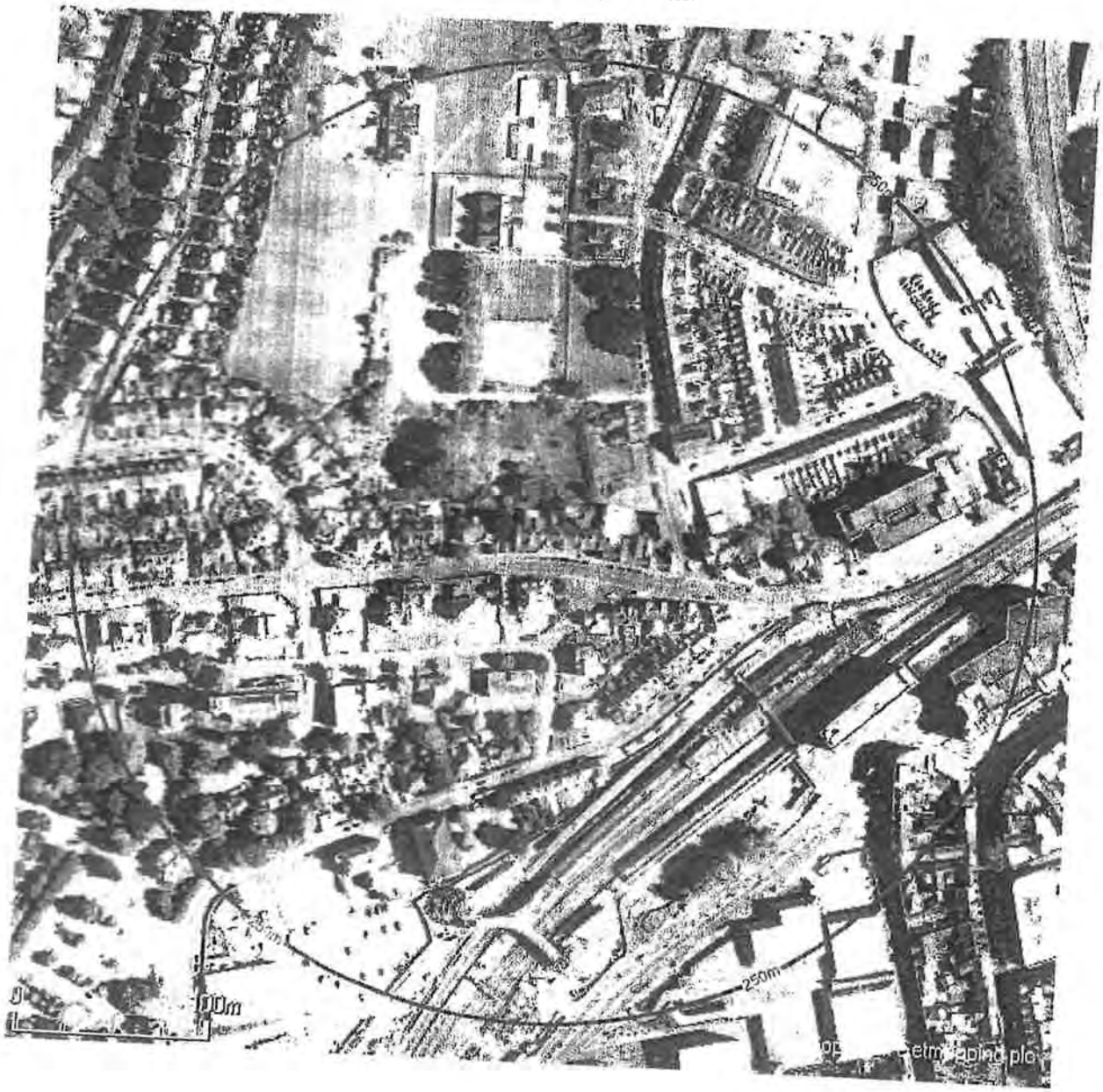
Other Influential Factors	Result	See Section
Environmental Constraints	No	5a

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Site Location

Aerial Photograph

The photograph below shows the location of the site to which this report relates.



Energy performance certificate (EPC)

Flat 12
Shire Hall
Pentonville
NEWPORT
NP20 5HB

Energy rating
C

Valid until: **27 May 2034**

Certificate number: **8134-2425-8300-0328-8222**

Property type	Mid-floor flat
Total floor area	125 square metres

Rules on letting this property

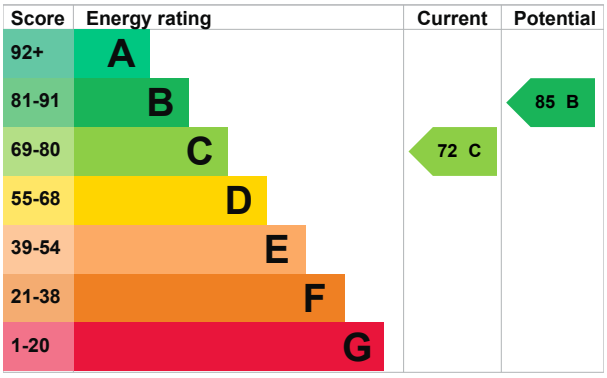
Properties can be let if they have an energy rating from A to E.

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).

Energy rating and score

This property's energy rating is C. It has the potential to be B.

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

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	Sandstone or limestone, as built, no insulation (assumed)	Very poor
Window	Single glazed	Very poor
Main heating	Electric storage heaters	Average
Main heating control	Controls for high heat retention storage heaters	Good
Hot water	Electric immersion, off-peak	Average
Lighting	Low energy lighting in all fixed outlets	Very good
Roof	(another dwelling above)	N/A
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 250 kilowatt hours per square metre (kWh/m2).

Additional information

Additional information about this property:

- Stone walls present, not insulated

How this affects your energy bills

An average household would need to spend **£1,846 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 £857 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:

- 7,579 kWh per year for heating
- 2,076 kWh per year for hot water

Impact on the environment

This property's environmental impact rating is E. It has the potential to be C.

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	5.3 tonnes of CO2
This property's potential production	2.6 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.

Changes you could make

Step	Typical installation cost	Typical yearly saving
1. Internal or external wall insulation	£4,000 - £14,000	£585
2. Draught proofing	£80 - £120	£51
3. Replace single glazed windows with low-E double glazed windows	£3,300 - £6,500	£220

Help paying for energy improvements

You might be able to get a grant from the Boiler Upgrade Scheme (https://www.gov.uk/apply-boiler-upgrade-scheme). This will help you buy a more efficient, low carbon heating system for this property.

More ways to save energy

Find ways to save energy in your home by visiting www.gov.uk/improve-energy-efficiency

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	[redacted]
Telephone	
Email	

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/020319
Telephone	01455 883 250
Email	enquiries@elmhurstenergy.co.uk

About this assessment

Assessor's declaration	No related party
Date of assessment	28 May 2024
Date of certificate	28 May 2024
Type of assessment	RdSAP