

Law Society Property Information Form (3rd edition)

Address of the property

Ashlea
Steensbridge
Leominster
Herefordshire

Postcode

Full names of the seller

Doris Morgan

Seller's solicitor

Name of solicitor's firm

Lloyds Cooper LLP

Address

28 South Street
Leominster
Herefordshire
HR6 8JB
DX 27036 Leominster

Email

becci.mainwaring@lloydscooper.co.uk

Reference number

RM/1213M

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.

It is important that sellers and buyers read the notes below.

Definitions

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



Instructions to the seller

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

Instructions to the buyer

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

1 Boundaries

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

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

(a) on the left?

<input checked="" type="checkbox"/> Seller	<input type="checkbox"/> Neighbour
<input type="checkbox"/> Shared	<input type="checkbox"/> Not known

(b) on the right?

<input type="checkbox"/> Seller	<input type="checkbox"/> Neighbour
<input checked="" type="checkbox"/> Shared	<input type="checkbox"/> Not known

(c) at the rear?

<input checked="" type="checkbox"/> Seller	<input type="checkbox"/> Neighbour
<input type="checkbox"/> Shared	<input type="checkbox"/> Not known

(d) at the front?

<input checked="" type="checkbox"/> Seller	<input type="checkbox"/> Neighbour
<input type="checkbox"/> Shared	<input type="checkbox"/> Not known

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

1.3 Is the seller aware of any boundary feature having been moved in the last 20 years? If Yes, please give details:

☐ Yes ☒ No

1.4 During the seller's ownership, has any land previously forming part of the property been sold or has any adjacent property been purchased? If Yes, please give details:

☐ Yes ☒ No

1.5 Does any part of the property or any building on the property overhang, or project under, the boundary of the neighbouring property or road? If Yes, please give details:

☐ Yes ☒ No

1 Boundaries (continued)

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

☐ Yes ☒ No
☐ Enclosed ☐ To follow

2 Disputes and complaints

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

☐ Yes ☒ No

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

☐ Yes ☒ No

3 Notices and proposals

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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: www.gov.uk.

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: www.voa.gov.uk.

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

2004 Year(s)

- (d) Addition of a conservatory

☐ Yes ☒ No

Year

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

- (a) please supply copies of the planning permissions, Building Regulations approvals and Completion Certificates, OR:
- (b) if none were required, please explain why these were not required – e.g. permitted development rights applied or the work was exempt from Building Regulations:

Further information about permitted development can be found at: www.planningportal.gov.uk.

4.3 Are any of the works disclosed in 4.1 above unfinished?

☐ Yes

☒ No

If Yes, please give details:

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.

☐ Yes

☐ No

☐ Enclosed

☐ To follow

4.7 Is the property or any part of it:

(a) a listed building?

☐ Yes

☒ No

☐ Not known

(b) in a conservation area?

☐ Yes

☐ No

☒ Not known

If Yes, please supply copies of any relevant documents.

☐ Enclosed

☐ To follow

4 Alterations, planning and building control (continued)

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

(f) Roofing

☐ Yes ☒ No
☐ Enclosed ☐ To follow

5 Guarantees and warranties (continued)

(g) Central heating

☐ Yes ☒ No
☐ Enclosed ☐ To follow

(h) Underpinning

☐ Yes ☒ No
☐ Enclosed ☐ To follow

(i) Other (please state):

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

(a) subject to an abnormal rise in premiums?

☐ Yes ☒ No

(b) subject to high excesses?

☐ Yes ☒ No

(c) subject to unusual conditions?

☐ Yes ☒ No

(d) refused?

☐ Yes ☒ No

If Yes, please give details:

6.3 Has the seller made any buildings insurance claims?
If Yes, please give details:

☐ Yes ☒ No

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.defra.gov.uk.

- 7.1 Has any part of the property (whether buildings or surrounding garden or land) ever been flooded? If Yes, please state when the flooding occurred and identify the parts that flooded:

☐ Yes

☒ No

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

- 7.2 What type of flooding occurred?

(a) Ground water

☐ Yes

☐ No

(b) Sewer flooding

☐ Yes

☐ No

(c) Surface water

☐ Yes

☐ No

(d) Coastal flooding

☐ Yes

☐ No

(e) River flooding

☐ Yes

☐ No

(f) Other (please state):

- 7.3 Has a Flood Risk Report been prepared? If Yes, please supply a copy.

☐ Yes

☒ No

☐ Enclosed

☐ To follow

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

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.hpa.org.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 Environmental matters (continued)

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: www.gov.uk.

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

☐ Enclosed ☐ To follow
☒ Already supplied

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

☐ Yes ☒ No
☐ Enclosed ☐ To follow

Further information about the Green Deal can be found at: www.gov.uk/decc.

Japanese knotweed

Note: Japanese knotweed is an invasive plant that can cause damage to property. It can take several years to eradicate.

7.8 Is the property affected by Japanese knotweed?

☐ Yes ☒ No
☐ Not known

If Yes, please state whether there is a Japanese knotweed management plan in place and supply a copy.

☐ 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

8 Rights and informal arrangements (continued)

8.2 Does the property benefit from any rights or arrangements over any neighbouring property? If Yes, please give details:

☐ Yes

☒ No

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

☐ Yes

☒ No

8.4 Does the seller know of any of the following rights or arrangements which affect 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

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

☐ Yes

☒ No

(e) Chancel repair liability

☐ Yes

☒ No

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

☐ Yes

☒ No

If Yes, please give details:

8.5 Are there any other rights or arrangements affecting the property? If Yes, please give details:

☐ Yes

☒ No

Services crossing the property or neighbouring property

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

☐ Yes

☐ No

☐ Not known

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

☒ Yes

☐ No

☐ Not known

electricity poles - wayleave

8 Rights and informal arrangements (continued)

8.8 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?

own drive

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

☐ Yes ☒ No
☐ Not known

10 Other charges

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

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

☐ Yes ☒ No

11 Occupiers

11.1 Does the seller live at the property?

☐ Yes ☒ No

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

☐ Yes ☒ No

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

11 Occupiers (continued)

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: www.gov.uk.

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

12 Services (continued)

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.)?

mains gas

(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.

approx. 1970 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.

2017 Year ☐ Not known

☒ Enclosed ☐ To follow
☐ Not available

Drainage and sewerage

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

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

(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 Services (continued)

12.7 When was the system last emptied?

approx 2015
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?

1965 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.environment-agency.gov.uk.

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

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

n Power

Location of meter

under stairs

Mains gas

Yes ☒ No ☐

Provider's name

British Gas

Location of meter

bottom wall of house

Mains water

Yes ☒ No ☐

Provider's name

welsh water

Location of stopcock

side of road

Location of meter, if any

Mains sewerage

Yes ☐ No ☒

Provider's name

Telephone

Yes ☒ No ☐

Provider's name

BT (disconnected)

Cable

Yes ☐ No ☒

Provider's name

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 Does the sale price exceed the amount necessary to repay all mortgages and charges secured on the property?

☒ Yes

☐ No

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: Douie Morgan

Dated: 12/5/17

Signed:

Dated:

Each seller should sign this form.

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

Customer Checklist

<p>Your name</p> <p><u>Miss Morgan</u></p>	<p>Your appointment reference</p> <p><u>1308386928</u></p>
<p>Your engineer today</p> <p><u>Sam Griffiths</u></p>	<p>Employee number</p> <p><u>194780</u></p>
<p>Which appliance did we check?</p> <p><u>Boiler</u></p>	<p>Date</p> <p><u>020217</u></p>
<p>Breakdown <input type="checkbox"/> Annual Service <input checked="" type="checkbox"/></p>	
<p>Other <input type="text"/></p>	

Safety Summary

For all visits

	Yes	No	Advice
1. Appliance operation is safe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Appliance flue & ventilation safe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Functional parts all available	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4. Electronic Carbon Monoxide alarm manually operated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Combustion emissions tested and confirmed as correct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Annual Service

Additional checks carried out

	Yes	No	Advice
1. Radiators & visible pipework checked for water leaks & operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Appliance electrical safety checked	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Hot water storage cylinder checked (where applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Magnetic system filter checked	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Appliance / system controls checked (including Hive where fitted)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Engineer comments

- Carry out Boiler Service all tested okay

Engineer comments

Parts fitted this visit

Parts ordered

Return visit booked for

Rating Your Current Boiler

Only carried out during annual service

Our engineer has rated your boiler using the SEDBUK scoring system, which is an industry wide measure of how efficient an appliance is.

Your engineer can book an appointment with a local heating adviser. Or if you'd prefer to wait, you can call us on **0800 009 4436****, quoting the employee number on the front of your checklist.

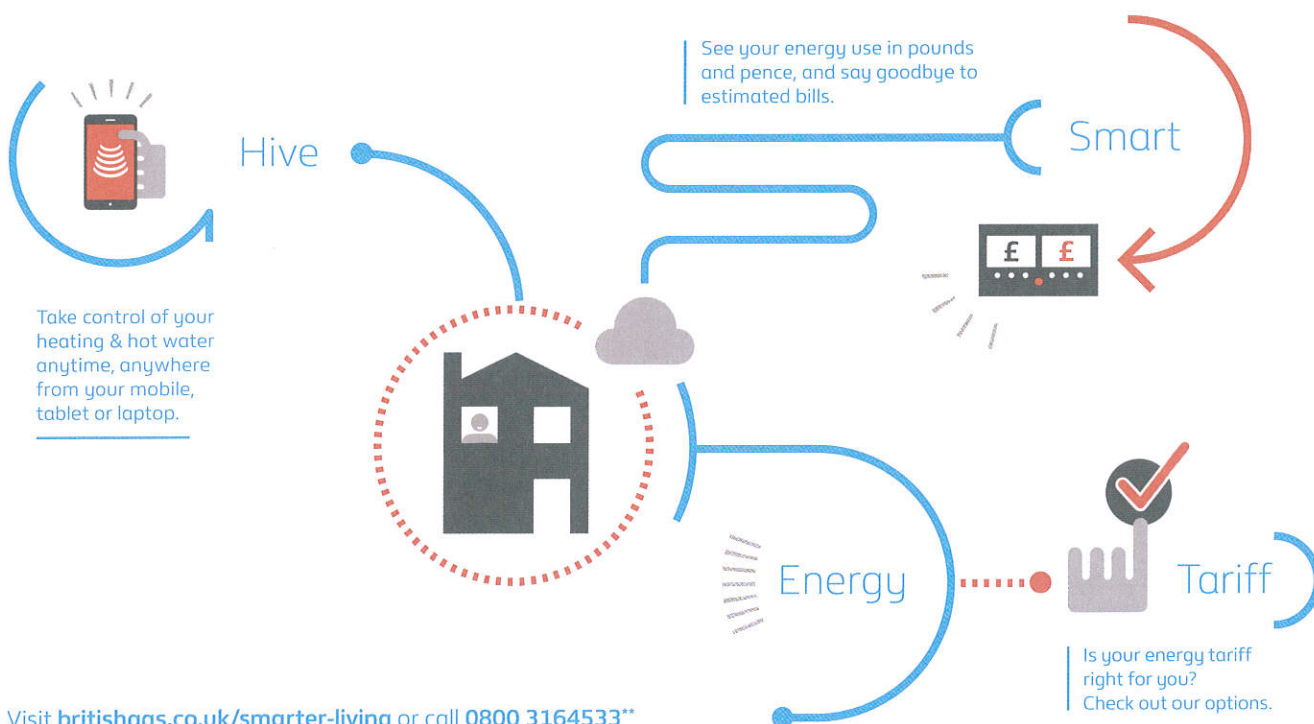
<input type="checkbox"/>	A, B or C	+ 82%
<input type="checkbox"/>	D	78-82%
<input type="checkbox"/>	E	74-78%
<input type="checkbox"/>	F	70-74%
<input checked="" type="checkbox"/>	High G	- 70%

When replacing for an A rated boiler:

Save up to per year* Save up to over 15 years*

Figures based on the industry standard average lifespan of a boiler

Other Ways You Can Save with Us



Visit britishgas.co.uk/smarter-living or call 0800 3164533**

Engineer Signature

S. Crispin

This checklist is not a Landlord's safety certificate, and will not comply with the Gas Safety (Installation and Use) regulations.

Customer Signature

D. Morgan

My engineer has explained the checklist in full, and discussed additional ways I can save energy and money.

Chargeable Work Agreement

☐ Yes: chargeable work quoted/completed on this visit†

0800 048 1000**

britishgas.co.uk

18001 0800 316 3772

* Based on comparing the savings for upgrading an old G-rated gas boiler with a programmer and room thermostat to a new A-rated condensing boiler with a full set of heating controls. Savings assume a gas price of 4.18p/kWh. Source: energysavingtrust.org.uk/Heating-and-hot-water/Replacing-your-boiler (03/16). Boiler Efficiency Guide tool provides a guide on potential energy savings based on your property type and model of boiler (see SEDBUK/SAP 2009) it does not take into account season variations in the climate which can affect the gas consumption. Older appliances that have not been assessed under the SEDBUK methodology have an 'estimated efficiency' and their efficiency has been determined using Table 4b of the Government's Standard Assessment Procedure for Energy Rating of Dwellings. (EE = Estimated Efficiency).

**Calls to 0800 numbers are free from mobiles and landlines.

† See the attached chargeable agreement for further details.

British Gas is the trading name of British Gas New Heating Limited.

Registered in England & Wales (Registered No. 06723244). Registered Office: Millstream, Maidenhead Road, Windsor, Berkshire SL4 5GD.



45, WEST STREET,
LEOMINSTER, HEREFORDSHIRE
TEL: (01568) 611116 FAX: 01568 610107

2nd October 2004

Miss Morgan
Ashlea
Steensbridge
Leominster
Herefordshire

Invoice

To supplying:

One front door and side panel in Composite style with a GRP porch canopy roof
Installation and all fixing materials included

TOTAL	£2,739.00
Deposit received with thanks	£547.80
Balance upon completion	£2,191.20

VAT NO: 549 6769 75

Balance received
With thanks
Clarbert
2-10-04





45, WEST STREET,
LEOMINSTER, HEREFORDSHIRE

TEL: (01568) 611116 FAX: 01568 610107

Miss Morgan
Ashlea
Leominster
Herefordshire

GUARANTEE

Minster Windows & Conservatories Hereby Guarantee

All PVCU Profiles are
Guaranteed against

Discolouration * Cracking
Warping * Shrinkage
and other defects due to faulty manufacture

10 Years

2/10/04 from date of purchase

LOCKS, HANDLES, HINGES

and other Ancillary Fixtures and Fittings
are guaranteed for a 12 month period
from the same date.

DOUBLE GLAZED UNITS

are guaranteed against failure of
Hermetic seals causing Condensation between the glass panels
(glass breakage after installation is not covered under warranty)

10 Years

2/10/04 from date of purchase

INSTALLATION

is guaranteed for a 12 month period from the same date
(faults or breakages due to neglect or misuse are not covered)





Ministry of Agriculture, Fisheries and Food
Block C Government Buildings Whittington Road
Worcester WR5 2LQ

Telex 33166

Telephone 0905 (Worcester) 23421 ext

344

MISS D. MORRAN,

ASH LEA,

STEENS BRIDGE,

LEOMINSTER,

HEREFORDSHIRE

HR 6 ORS

Please reply to The Divisional
Executive Officer

Your reference

Our reference 17/191/53 CGIR

Date 10/9/74

Dear Miss MORRAN

FARM CAPITAL GRANT SCHEME

PROPOSED all-purpose building

A decision on your application cannot be taken until the
necessary plan + 2 estimates is/are available.

You should submit these before 10/2/75 or your
applications may not be acceptable. If the necessary
information is not supplied by this date and you still
wish to proceed with the work you may reapply and your
application will then be considered on the terms ruling
at that time.

In the meantime, I would remind you that if you start
work without the Ministry's written authority grant
cannot be paid.

Yours faithfully,
J E Richardson,
JP MRG NORMAN

If you will include details of your proposals re
roadway & fencing on your plan etc these will be
considered.

FA CAPITAL GRANT SCHEME

APPLICATION FOR APPROVAL OF PROPOSALS

PLEASE READ THE EXPLANATORY LEAFLET (CG 1) CAREFULLY BEFORE COMPLETING THIS FORM.

YOU MUST OBTAIN WRITTEN APPROVAL FROM THE MINISTRY BEFORE STARTING WORK: IF YOU DO NOT GRANT WILL NOT BE PAID

<p>PLEASE USE BLOCK LETTERS, ANSWER EVERY QUESTION AND SIGN PAGE 4</p> <p>IF YOU WANT ANY ADVICE CONCERNING YOUR APPLICATION PLEASE SEND A SEPARATE LETTER WITH THIS FORM OUTLINING YOUR DIFFICULTY</p>	<p>1. Holding No(s) on which work is to be carried out <u>17 / 191 / 55</u></p> <p>Name of Applicant <u>Mr. Doris Morgan,</u></p> <p>Address <u>"Ash Lea", Steens Bridge, Leominster,</u> <u>Herefordshire HR6 ORS</u> Tel. No. <u>Steens Bridge 293</u></p> <p>Name and address of business to which proposals relate if different from above _____ Tel. No. _____</p> <p>Please state nature of interest in holding of person incurring expenditure (e.g. owner, owner-occupier, tenant): <u>Owner-occupier</u></p>
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2. JOINT APPLICATIONS

If the proposals relate to work for the benefit of more than one business please give the name and address of the other businesses concerned.

	Name	Address	Holding No.
(a)	None		/ /
(b)			/ /
(c)			/ /

Have all the other businesses agreed to the proposals? YES/NO*

3. STOCKING AND CROPPING

Please complete and if a joint application, enter details of other participants' holdings as shown in 2 above under (a), (b) or (c). It is not necessary to complete this section if your proposals relate only to field drainage.

Cropping (acres)	Business where work is to be done	Other businesses			Livestock (numbers)	Business where work is to be done	Other businesses		
		(a)	(b)	(c)			(a)	(b)	(c)
Arable crops					Dairy cows				
Temporary grass					Other cattle	14			
Permanent grass	17 $\frac{3}{4}$ acres				Sheep	20			
Rough grazings					Pigs				
Total acreage holding	17 $\frac{3}{4}$ acres				Poultry				
					Other (Specify)				

ACTUAL COSTS (continue on a separate sheet if necessary)						Please tick appropriate box See instructions	
Brief description of proposed works or facilities	State whether contractor, supplier, or work by your own employees	O S or N.G field no. and acreage δ to be improved	Estimate of cost £	III Land	Amalgamation		
All-purpose building 30' long in 2 No. 15' bays x 20' wide x 10' to eaves	Contractor	O.S.70a Parish of Stoke Prior	884-57				
TOTAL £							
STANDARD COSTS (continue on a separate sheet if necessary)							
Description of proposed works or facilities including all dimensions	O S or N G field no. and acreage δ to be improved	Item no. in Standard costs leaflet	No. of Units	Cost per Unit	Total Standard cost £		
TOTAL £							

δ Acreage is required for land improvement works e.g. tile drainage etc.

Is a change in the nature, size or ownership of the land, on which the business is carried out, likely in the near future? **YES/NO***

If YES please give details:

*Delete as appropriate

5. DESCRIPTION OF WORKS AND FACILITIES

- (a) List the works and facilities separately in the boxes on the page opposite. Separate forms on *field drainage* and *farm water supply* are available on request from the Divisional Office giving guidance on the minimum information necessary before approval can be given: unless you are having work done by a contractor who has provided all the required information it will save time if you complete and attach these forms instead of filling in the boxes on the page opposite.
- (b) All necessary supporting documents such as detailed plans, specifications and competitive tenders should be attached to the application form. If they are not available, they must be submitted to the Divisional Office within 6 months of the date the application is acknowledged otherwise the application will not be acceptable. Other plans or maps are required as follows:

buildings and other construction work:	a site or block plan;
land improvements:	a sketch plan showing the proposed area to be improved;
under-drainage:	a sketch plan to a scale of not less than 1:2500 showing field numbers and the directions, depth, spacing, size and length of drains proposed;
ditching works:	a 6" Ordnance Survey sheet (or tracing of same) indicating the ditches to be improved;
water supply:	a plan to a scale not less than 6 inches to a mile;
irrigation works:	a plan to a scale of 1:2500 showing boundary of area to be irrigated and all proposed works;
reservoirs:	the following additional plans: a plan to 1:500 or larger scale, showing the reservoir and inlet and outlet pipes and/or channels, overflow arrangements and diversion weirs; longitudinal and cross sections of reservoir to not less than 1:500 horizontal scale and one tenth of an inch or one eighth of an inch to 1 foot vertical scale, sufficient in number to determine capacity and showing existing ground levels, depths and nature of underlying strata, proposed earthwork levels, slopes of cuttings and embankments and proposed maximum water levels; details of diversion weirs and overflow arrangements to a scale not less than one eighth of an inch to 1 foot, and structural details to a larger scale as appropriate.

- (c) If grant is to be claimed on professional fees the estimated amount of these should be shown separately.
- (d) For some items you may choose to carry out work under either ACTUAL COSTS or STANDARD COSTS. (Leaflets detailing the works for which there are STANDARD COSTS and on the general requirements you will have to observe in using them are available from the Divisional Office).
- (e) If you are applying for approval on ACTUAL COSTS and your expenditure is likely to be £750 or less a single tender will usually be sufficient. Where expenditure will exceed £750 the originals of at least two competitive tenders for all contract work are required, except where your proposals relate to or include a standard or prefabricated item when you need only supply a brief description and the list price or quotation. If you cannot obtain two competitive tenders you should give an explanation for not being able to do so. Give your own estimate of cost of work to be done by your own workers and include the cost of materials. A contractor's tender submitted in support of this application must relate solely to work which is to be carried out by that contractor or his employees or a sub-contractor having no connexion with agricultural business for which this application is made, and must not include any estimated costs for work to be carried out by the applicant or any employee of the aforesaid agricultural business, or for the use of plant and machinery or materials belonging to the aforesaid business. You should also ensure that no VAT is included in the prices shown in any tenders submitted. Where the work is to be done by your own workers or yourself, any estimates of the cost of materials to be used should also exclude any VAT payable.
- (f) If you propose to use second-hand materials under ACTUAL COSTS give details. In most cases you may not use such materials under STANDARD COSTS.
- (g) If you are applying for authority to start work on
- (i) items for the benefit of hill land, or
 - (ii) remodelling works certified under the Farm Amalgamations and Boundary Adjustments Scheme,
- please indicate by putting a tick in the appropriate column alongside the item. (see page 3)

6. INSURANCE AND OTHER PAYMENTS (See paragraphs 34-36 of the explanatory leaflet)

Please state whether:-

- (a) insurance, other compensatory payments or any grant from public funds has/have been/will be claimed or received in respect of all or part of the expenditure. YES/NO*
- (b) the expenditure has arisen because the land has been/is to be sold for development. YES/NO*

If your answer to question (a) or (b) is YES please give details below:-

7. IMPROVEMENT LOANS

To save a possible extra visit (see paragraph 32 of the explanatory leaflet), please say whether you have applied, or intend to apply, for an improvement loan from:-

The Lands Improvement Company. YES/NO *

The Agricultural Mortgage Corporation Ltd. YES/NO *

8. DECLARATION

I/We hereby declare that

- (a) to the best of my/our knowledge and belief the particulars given on this form are correct;
- (b) I/We accept the requirements of the Farm Capital Grant Scheme as set out in form CG1;
- (c) I/We realise that grant will not be paid on work begun or varied without the Ministry's written consent;
- (d) (For tenants only) I/We understand that (where applicable) I/We must obtain my/our landlord's written consent to these proposals, and that failure to do so may result in loss of grant;
- (e) I/We have given the Department of the Environment written notice of any proposals affecting land on which a monument scheduled under the Ancient Monuments Act 1913 to 1953 is situated, and I/We understand that work must not begin before the Department of the Environment have indicated that they are satisfied with the work proposed or until the statutory 3 months notice has expired since my/our written notification to that Department.

I/We make these proposals as the (Insert nature of your interest, e.g. owner, occupier, landlord, partner, agent for owner, etc.) of the holding or business to which these proposals relate.

Signature D. Morgan

Date 7th September 1974

*Delete as appropriate