

Repair Report

Job Details

Job Number: R4895389
Reported by: Melbourn Parish Council
Service Branch: Brackley Service Branch
Customer PO Number:
Job Description: Repair Job As Per Repair Sales Quote
681476-1 00001 Supply and fit new lift platform actuator

Site Address

Centre Manager
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ
Phone: 01763263303

Contract Details

Contract Number: 6578841
Customer Number: 478575
Contract Type: Standard
Visit Profile: 2 Per Year

Product Details

Product Code: AS335031
Asset Code: A/0053286
Location:

Product Type: Platform
Installer: _NA_
Model: Stairiser SX
Installation Date: 11-12-2013

Site Visit Details

Arrival	Departure	Engineer	Product Status	Payment	Autodialler
06/03/2026 08:14	06/03/2026 09:30		Out of Service	£0.00	N/A

Activities

Activity Date: 12 January 2026 08:41

Details: Supply and fit new lift platform actuator

Actions:

- 09:19 27/01/2026: 4916707 ordered
- 12:49 28/01/2026: parts by boxed to eng RL
- 09:29 06/03/2026: replaced actuator. tested and platform and arms all out of sync and needs resetting. please quote for additional time on site to rectify, 2hours.



<p>Description: Platform Actuator Quantity Fitted: 1 Date Fitted: 06 March 2026 10:47</p>	<p>Persons at Risk Stannah employees</p>
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Customer Signature(s)

<p>Signed On</p>	
<p>06/03 09:30</p>	
<p>No one of Appropriate Authority</p>	
<p></p>	



A family business
since 1867

Stannah South Midlands & Home
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Brackley
NN13 7ES

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For the fastest response, please always phone
to report a breakdown or urgent issue

Stannah

Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn
SG8 6DZ

10 March 2026

Our Ref: 692133-1

Dear Sir/Madam,

Re: Product code AS335031, Melbourn Community Hub, Melbourn, SG8 6DZ

Following a recent repair on the above product, our engineer has advised work is required to have the Stairiser. Therefore, please find our proposal, containing:

- Scope of works
- Quotation
- Supporting photographs (if applicable)
- Acceptance page, contact details and terms and conditions

Stannah Lift Services are ISO 9001, ISO 14001 and OHSAS 45001 accredited, ensuring quality, environmental and health and safety requirements are adhered to.

We trust our quotation for these works meet with your approval, however, should you require any additional information or have any other queries, please contact me Monday to Thursday 09:00 to 17:00 and Friday 09:00 to 16:30.

Yours sincerely,

[Redacted signature]

[Redacted name]

Advisor (minors)

[Redacted contact information]

Scope of works

Following a recent repair carried out on the Stairiser, it has been reported the platform and arms all out of sync and it has been recommended to have platform and barrier arms realigned to get the Stairiser unfolding and folding correctly and have the Stairiser returned to service.

Please see below our proposal.

Quotation

To have platform and barrier arms realigned to get the Stairiser unfolding and folding correctly and have the Stairiser returned to service £233.10

Total (Excl. VAT) £233.10

This quote is valid for 30 days from the date of this letter. All prices given are exclusive of VAT which will be charged at the current rate. Please ensure the quotation reference is on any correspondence.