





Baileys Blinds Ltd  
34 High Street,  
Spennymoor DL16 6DB  
T: 01388 813 267  
W: baileys-blinds.co.uk

Your Homes Newcastle  
Benton Park Road  
Newcastle  
NE7 7LX

06/11/2023

FAO Sharon Forster

Ref: 13 Monlineux Court, NE6 1SU

Dear Sirs

Further to our recent visit to the above property we have pleasure in submitting our cost for the supply and installation of 2 nr roller blinds.

The blinds shall be manufactured in the system 32 with side control chain control operation with the controls fitted to comply with current blind safety regulations. The blind covers shall be manufactured in the Unishade Flint blackout FR material.

**Bed Left            1 roller            £156.80**

**Bed Right           1 roller            £191.80**

**The above costs are subject to VAT**

Should we be able to assist with anything else please contact us on the details above.

Kind Regards

Allison

○ YHN Molineux Court.

Bed L 156.80

Bed R 191.80

○

○

○

# Purchase Order



Your Homes  
Newcastle

Purchase Order No: 2406195

**Supplier**

BAILEYS BLINDS  
T/A BAILEYS BLINDS  
34 HIGH STREET  
SPENNYMOOR  
COUNTY DURHAM

DL16 6DB

**Please address and submit invoices to:**

Your Homes Newcastle  
Accounts Payable Section  
1st Floor  
YHN House  
Benton Park Road  
Newcastle Upon Tyne  
NE7 7LX

**Delivery Address for this Order**

Delivery Address :  
See text below for Delivery Address  
Any further queries please contact  
the Officer named above.

Purchase Order Date: 13/11/2023

Delivery Date:

Contact Name for Enquiries Lindsey Richardson

Telephone Number / Extn: 0191 2781888/

Order Revision Number: 0

Page 1 of 2

Line No.	Quantity	Description	Unit Price	Line Value
0001	0.0000	My Furniture 106411 Extra blind for bedroom not requested on 1st visit Sup & Fit Blinds @ 13 Molinuex Cout OUR REF:GTE0001 YOUR REF:	0.00000	
			Sub Total	348.60
			V.A.T.	69.72
			Total	418.32

**Note:**

Clearly quote the Purchase Order Number shown above on your invoice as we have a No Purchase Order, No Pay policy. Payment Terms are 30 days from receipt of a valid invoice unless any alternative payment terms have been agreed. If you would like more information on receiving payment earlier please email sip@newcastle.gov.uk for more information on our Supplier Incentive Programme.

## Enquiries

**From:** Commercial  
**Sent:** 31 October 2023 08:41  
**To:** Enquiries  
**Subject:** FW: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Friday 3/11

Morning Debbie

Could you please book for Dan to go back to this property to survey the bedrooms

Many Thanks  
Allison

key in  
keysafe.

**From:** Forster, Sharon (YHN) <Sharon.Forster@yhn.org.uk> **On Behalf Of** Furniture Service (YHN)  
**Sent:** Monday, October 30, 2023 3:58 PM  
**To:** Commercial <commercial@baileys-blinds.co.uk>; Furniture Service (YHN) <FurnitureService@yhn.org.uk>  
**Cc:** Urwin, Debra <debra.urwin@newcastle.gov.uk>; Kimpolo, Olinda (YHN) <Olinda.Kimpolo@yhn.org.uk>  
**Subject:** RE: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Hi Alison

Sorry looks like it was our mistake and were missed off can these be booked in asap for the 2 bedrooms at 13 Molineux court, NE6 1SU. Please contact Olinda on 07929825959 for access details.

Thanks  
Sharon

*Note! - 'If anyone within the household begins to show any symptoms of Covid-19 between now and the date of the appointment, please can you contact NFS immediately so the appointment can be rearranged'*

**Sharon Forster**  
Customer Account Officer



**'Making living easier'**

**T:** 0191 2771080  
**M:** 07929823675  
**W:** [www.yhn.org.uk](http://www.yhn.org.uk)

e-mail: [Sharon.forster@yhn.org.uk](mailto:Sharon.forster@yhn.org.uk)  
website: [www.nfsfurniture.org.uk](http://www.nfsfurniture.org.uk)

NFS Warehouse, Benton Park Road, Newcastle Upon Tyne. NE7 7LX.

**From:** Commercial <[commercial@baileys-blinds.co.uk](mailto:commercial@baileys-blinds.co.uk)>  
**Sent:** 30 October 2023 15:47  
**To:** Furniture Service (YHN) <[FurnitureService@yhn.org.uk](mailto:FurnitureService@yhn.org.uk)>  
**Subject:** RE: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Hi Andrea

We were not asked for bedroom blinds, please see attached email. This order is complete.

Kind Regards  
Allison

**From:** Kanyingu, Andrea (YHN) <[Andrea.Kanyingu@yhn.org.uk](mailto:Andrea.Kanyingu@yhn.org.uk)> **On Behalf Of** Furniture Service (YHN)  
**Sent:** Monday, October 30, 2023 2:22 PM  
**To:** Commercial <[commercial@baileys-blinds.co.uk](mailto:commercial@baileys-blinds.co.uk)>  
**Cc:** Furniture Service (YHN) <[FurnitureService@yhn.org.uk](mailto:FurnitureService@yhn.org.uk)>  
**Subject:** FW: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Hi

Please see below !, was there a reason the bedroom blinds were missing or not fitted ?.

Thanks

**Andrea Kanyingu**  
Customer Account Officer

Tel: 0191 2781888

Your Homes Newcastle | Benton Park Road | Newcastle | NE7 7LX



Your Homes  
Newcastle



**From:** Urwin, Debra <[debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)>

**Sent:** 30 October 2023 14:19

**To:** Furniture Service (YHN) <[FurnitureService@yhn.org.uk](mailto:FurnitureService@yhn.org.uk)>

**Subject:** FW: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Hello

Please see email thread below regarding the fitting of blinds for TDA 13 Molineux Court, which took place recently. Blinds were ordered on 28/09 for 2 bedrooms, living room, kitchen and balcony, and they have been fitted but not in the 2 bedrooms.

Please would you be able to let me know if there is a delay with the blinds for the 2 bedrooms.

Thank you

Best wishes

**Debra Urwin**  
Active Inclusion Assistant

Active Inclusion Unit  
Housing Advice Centre  
Newcastle City Council  
Level 4, City Library  
33 New Bridge Street West  
Newcastle upon Tyne  
NE1 8AX

Tel: 0191 2771725  
Email: [debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)  
Web: [www.newcastle.gov.uk](http://www.newcastle.gov.uk)

**From:** Kimpolo, Olinda (YHN) <[Olinda.Kimpolo@yhn.org.uk](mailto:Olinda.Kimpolo@yhn.org.uk)>  
**Sent:** 30 October 2023 08:06  
**To:** Urwin, Debra <[debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)>  
**Cc:** Birks, Christopher (YHN) <[Christopher.Birks@yhn.org.uk](mailto:Christopher.Birks@yhn.org.uk)>; Storey, Fiona (YHN) <[Fiona.Storey@yhn.org.uk](mailto:Fiona.Storey@yhn.org.uk)>  
**Subject:** RE: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Hi Debra  
I am so sorry it is 13 Molineux court  
Regards  
Olinda

**From:** Urwin, Debra <[debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)>  
**Sent:** 27 October 2023 17:16  
**To:** Kimpolo, Olinda (YHN) <[Olinda.Kimpolo@yhn.org.uk](mailto:Olinda.Kimpolo@yhn.org.uk)>  
**Cc:** Birks, Christopher (YHN) <[Christopher.Birks@yhn.org.uk](mailto:Christopher.Birks@yhn.org.uk)>; Storey, Fiona (YHN) <[Fiona.Storey@yhn.org.uk](mailto:Fiona.Storey@yhn.org.uk)>  
**Subject:** RE: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds

Hi Olinda

Please can you confirm if the property is 13 Molineux Court or 13 Clarence House?

Thank you,

Best wishes

**Debra Urwin**

Active Inclusion Assistant

Active Inclusion Unit  
Housing Advice Centre  
Newcastle City Council  
Level 4, City Library  
33 New Bridge Street West  
Newcastle upon Tyne  
NE1 8AX

Tel: 0191 2771725  
Email: [debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)  
Web: [www.newcastle.gov.uk](http://www.newcastle.gov.uk)

**From:** Kimpolo, Olinda (YHN) <[Olinda.Kimpolo@yhn.org.uk](mailto:Olinda.Kimpolo@yhn.org.uk)>  
**Sent:** 27 October 2023 16:04  
**To:** Newcastle Gateway <[gateway@newcastle.gov.uk](mailto:gateway@newcastle.gov.uk)>  
**Cc:** Urwin, Debra <[debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)>; Birks, Christopher (YHN) <[Christopher.Birks@yhn.org.uk](mailto:Christopher.Birks@yhn.org.uk)>; Storey, Fiona (YHN) <[Fiona.Storey@yhn.org.uk](mailto:Fiona.Storey@yhn.org.uk)>  
**Subject:** RE: 13 Molineux Court, Newcastle NE6 1SU (NEW TDA) - Missing Blinds  
**Importance:** High

Good Afternoon all

Re: **13 Clarence House**

The blinds were fitted in living room, kitchen and balcony.

**Bedroom 1 and 2 are missing.**

Regards Olinda

**From:** Kimpolo, Olinda (YHN)

**Sent:** 28 September 2023 15:55

**To:** Newcastle Gateway <[gateway@newcastle.gov.uk](mailto:gateway@newcastle.gov.uk)>

**Cc:** Urwin, Debra <[debra.urwin@newcastle.gov.uk](mailto:debra.urwin@newcastle.gov.uk)>; Birks, Christopher (YHN) <[Christopher.Birks@yhn.org.uk](mailto:Christopher.Birks@yhn.org.uk)>

**Subject:** 13 Molineux Court, Newcastle NE6 1SU (NEW TDA)

Hi All

Please see enclosed the furniture request for the above new TDA

Kind Regards

Olinda Kimpolo

Support & Progression Team, Temporary Dispersed Accommodation

Tel: 07929825959

Your Homes Newcastle | Benton Park Road | Newcastle | NE7 7LX



Your Homes  
Newcastle



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