

FIVEHEAD PARISH COUNCIL - ASSETS REGISTER AND INSPECTION SCHEDULE - CORRECT TO 31 MARCH 2018

ITEM	DATE OF ACQUISITION / MAINTENANCE / DISPOSAL	COST OF ACQUISITION AND MAINTENANCE	METHOD OF VALUATION	2017/18 VALUATION	INSURANCE COVER	LOCATION	RESPON-SIBILITY	RISKS TO BE INSPECTED	INSPECTION EVERY	COMMENTS
ITEMS OWNED AND MAINTAINED BY PARISH COUNCIL										
Cemetery	Acq: 1896	Acq: £90 Main: c£1420pa	Purchase cost	£90	Gates, fences, walls (not root damage) £12500	Isle Abbots Road	PC	Stability of gravestones and fencing. Condition of trees, hedges, paths and grassed area. Dog fouling? Grass mown? Tidiness?	Monthly by PC	Title deeds with Foot Anstey, Blackbrook Business Park, Taunton
Posts and chain link fence around war memorial	Acq: 1995	Acq: £188	Purchase cost	£188	Gates, fences, walls (not root damage) £12500	On the green by St Martin's Church	PC	Stability and condition	Monthly by PC	
Notice Board	Acq: Unknown Main: 2017	Acq: Unknown Main: £285	Proxy - estimate value	£1,400	Street furniture £30000	On the green by St Martin's Church	PC	Stability and condition	Monthly by PC	Date of purchase unknown predates Councillors and Clerk. Proxy value estimate taken from commercial catalogue.
Bus Shelter	Acq: 2009	Acq: Free	Proxy - Gift	£1	Street furniture £30000	A38 West-bound	PC	Stability, condition and cleanliness	Monthly by PC	From First National
Samsung Laptop	Acq: 2012 Disp: 2018	Acq: £475 exc VAT	n/a	n/a	n/a	Spindlewood, Ganges Hill	Clerk	n/a	n/a	
Lenovo Laptop	Acq: 2018	£275 exc VAT	Purchase cost	£275	Contents £12500	Spindlewood, Ganges Hill	Clerk	Operational?	Weekly by Clerk	Lenovo IP320S I3Grey
Epson Scanner/printer	Acq: 2017	£58 exc VAT	Purchase cost	£58	Contents £12500	Spindlewood, Ganges Hill	Clerk	Operational?	Weekly by Clerk	Epson XP-540
External hard drive	Acq: 2017	£40 exc VAT	Purchase cost	£40	Contents £12500	Spindlewood, Ganges Hill	Clerk	Operational?	Monthly by Clerk	Toshiba Canvio Basics 1TB Portable External Hard Drive
Epson Scanner/printer	Acq: 2011 Disp: 2015	Acq: £100	n/a	n/a	n/a	Spindlewood, Ganges Hill	Clerk	n/a	n/a	
Dog waste bin 1 (Stowey Rd)	Acq: 2015	Acq: ££80 exc VAT	Purchase cost	£80	Street furniture £30000	Isle Abbots Road	PC	Stability and condition. Emptied?	Monthly by PC	
Dog waste bin 2 (Cemetery Rd)	Acq: 2000	Acq: Unknown	Proxy - estimate value	£100	Street furniture £30000	Stowey Road	PC	Stability and condition. Emptied?	Monthly by PC	Proxy value estimate taken from commercial catalogue.
Telephone Kiosk	Acq: 2017	£1	Purchase cost	£1	Street furniture £30000	By St Martin's Church	PC	Stability, condition and cleanliness	Monthly by PC	Purchased from BT plc - paid by P Brett as a donation.
Litter Bin	Acq: 2010	Acq: £179 exc VAT	Purchase cost	£179	Street furniture £30000	Langford Corner	PC	Stability and condition. Emptied?	Monthly by PC	
Tools for use by Rights of Way volunteers		Acq: £65	Purchase cost	£65	Mowers and machinery £5000	S Cutts, Stowey Road	PPLO	Condition	Before use or annually by S Cutts	
ITEMS NOT OWNED BY PARISH COUNCIL BUT RESPONSIBILITY HELD										
Playing Fields	Acq by Fivehead Playing Fields in 1972	£200		n/a	Insured by Playing Fields Management Committee	Stowey Road	Playing Fields Management Committee	Stability and condition of equipment. Condition and cleanliness of ground area.	Weekly by PFMC	Fivehead Playing Fields. Parish Council is the Custodian Trustee only. Title deeds with Foot Anstey, Blackbrook Business Park, Taunton
ITEMS NOT OWNED BY PARISH COUNCIL BUT MAINTAINED BY THEM										
War Memorial	Main: 2014 Main: 2018	Main: £ 450 Main: £1600	n/a	n/a	War memorial £30000	On the green by St Martin's Church	PC - Maintenance	Stability and condition	Monthly by PC	Grade II listed by Historic England
The Pound	Main: 1999 & 2016	Main of walls: £565 (1999) and £545 (2016)	n/a	n/a	Gates, fences, walls (not root damage) £12500	Butchers Hill	PC - Maintenance	Stability and condition	Monthly by PC	Register of Common Land CL30 confirmed in 1970. Glendale owner gave permission in 1980 for a 3ft wide strip of land to be used for removing vegetation on Pound's walls. Classified as an undesignated heritage asset in Dec2018.
Village Green	Main: ongoing	Main: c£211pa	n/a	n/a		By St Martin's Church	PC - Maintenance	Condition of ground. Mown? Dog fouling?	Monthly by PC	Registration as Common refused in 1972. Forms part of the Highway according to SCC Highways
Closed Churchyard	Main: ongoing	Main: c£1060pa	n/a	n/a		St Martin's Church	PC - Maintenance	Stability of gravestones. Condition of trees, hedges, paths and grassed area. Dog fouling? Grass mown? Tidiness?	Monthly by PC	Maintenance conducted by PC under s215 of LGA 1972.
Churchyard Walls	Main: ongoing		n/a	n/a	Gates, fences, walls (not root damage) £12500	St Martin's Church	PC - Maintenance	Stability and condition.	Monthly by PC	
Langford Corner	Main: ongoing	Main: volunteers	n/a	n/a		Opposite St Martin's Church	Volunteers maintain	Condition and cleanliness	Monthly by PC	Voluntary maintenance
TOTAL				£2,477						