



This document contains details of all Assets and Responsibilities held by Thurston Parish Council as of 31 March 2021.

Updated by Clerk and Internal Auditor on: 14.07.2021 & Clerk 10.09.2021

Adopted by the Policy and Resources Committee at a meeting on : 17.09.2021

It should be noted that some of the valuation figures have been arrived at through best endeavours using the information known at the time of first compiling the register. This document is reviewed on an annual basis and assets are either entered (as acquired) or removed (as disposed of). Adjustments may be made during the year as and when appropriate.

ASSET REGISTER

Ref	Description		Identification/ Location	Date Acquired	(Proxy Date)	Value Additions	Custodian	Disposal/ Discharge	Insurance
001	War Memorial	x 1	St Peter's Church	01.04.2010		500.00	Clerk		<a href="#">see below</a>
002	Bus Shelters	x 1	Barton Road	) 01.04.2010		6500.00	Clerk		<a href="#">see below</a>
		x 1	School Road	)					
		x 1	Heath Road	)					
	Bus Shelters	x 1	Norton Road - south	28.11.2019		3849.00	Clerk		<a href="#">see below</a>
	Bus Shelters	x 2	Norton Road - north	)					
			Sandpit Lane - west	) 20.01.2021		8432.00	Clerk		<a href="#">see below</a>
003	Signs	x 2	by Fox & Hounds opp. St Peter's Church	01.04.2010		2000.00	Clerk		<a href="#">see below</a>
004	Street Lights (10 under Council's Insurance)	x 104	see schedule	01.04.2010		82645.90	Clerk		<a href="#">see below</a>
005	Seats	x 4	Heath Road	01.04.2010		680.00	Clerk		<a href="#">see below</a>
			New Green x 2						<a href="#">see below</a>
			* Church Road						<a href="#">see below</a>
cfwd						£104,606.90			

Ref No	Description		Identification/ Location	Date Acquired	Value	Custodian	Disposal/ Discharge	Insurance
bfwd					£104,606.90			
006	Litterbins	x 20	see schedule	01.04.2010	2851.55	Clerk		see below
		x 1	Double Bin	27.11.2019	451.53	Clerk		see below
		x 1	Double Bin	04.11.2020	482.50			see below
		x 1	Single Bin	04.11.2020	310.40			see below
		x 1	Single Bin	28.01.2021	310.40			see below
007	Noticeboards	x 3	<b>Barton Road New Green Centre School Road</b>	<b>01.04.2010</b>	<b>600.00</b>	Clerk	<b>600.00</b>	<b>14.01.21</b>
008	Play Equipment		New Green see schedule Heath Road see schedule Recreation Grd see schedule	01.04.2010	67000.00	Clerk Clerk		see below see below
	Gym Trail		New Green	15.05.2020	16431.59	Clerk		see below
	Safety Matting		New Green	04.07.2020	5765.98			see below
	Play and Stay		New Green Centre	15.05.2020	2796.58	Clerk		see below
009	Fences	x 2	Heath Road New Green	01.04.2010	2104.00	Clerk	(NG)	see below
010	Parish Council Office		HP Officejet Printer HP Laptop & Accessories <b>Brother Printer</b> <b>Dell Laptop</b> Projector Screen, Projector ) Metal cabinets x 2 ) Cupboards x 2 13.01.2016 ) Filing cabinets x 4 )	01.04.2010 02.05.2017	750.00 3500.00	Clerk		see below see below <b>01.04.17</b> <b>01.04.17</b> see below see below see below see below
cfwd					£207,961.43			

Ref No	Description		Identification/ Location	Date Acquired	Value	Custodian	Disposal/ Discharge	Insurance
<i>bfwd</i>					£207,961.43			
	Parish Council Office		Tables x 3, Chairs x 12 ) Desk, Operators Chair x 1 ) <b>Blue Chairs x 3</b>					<a href="#">see below</a> <a href="#">see below</a> <a href="#">see below</a>
			Bookcases x 2	19.07.2019	216.00			<a href="#">see below</a>
			HP Officejet Printer	19.06.2019	149.00			<a href="#">see below</a>
			Desk, Chair, side filer	08.01.2021	419.00			<a href="#">see below</a>
			Bookcases x 2	08.01.2021	278.00			<a href="#">see below</a>
			Laptop, Monitor, Keyboard	11.01.2021	804.53			<a href="#">see below</a>
011	<b>Youth Shelter</b>	<b>x 1</b>	<b>New Green Car Park</b>	<b>01.04.2010</b>				<b>01.08.19</b>
	Community Shelter		New Green Open Space	16.12.2020	4100.00			<a href="#">see below</a>
	SUDS under Shelter		New Green Open Space	16.12.2020	2229.00			<a href="#">see below</a>
012	Combination Goal Post	x 2	Heath Road New Green	01.04.2010	6000.00	Clerk		<a href="#">see below</a>
013	Grit Bins	x 32	* see schedule	01.04.2010	3500.00	Clerk		<a href="#">see below</a>
014	Dog Bag Dispensers	x 6	see schedule	01.04.2010	440.00	Clerk		<a href="#">see below</a>
		x 3	see schedule	16.12.2020	507.00	Clerk		
015	<b>Bicycle &amp; Helmet</b>	<b>x 1</b>	<b>PC Office</b>			<b>PC</b>		<b>Sold 2018</b>
016	Play Area	x 1	New Green	N/A	1.00	PC		
017	Play Area	x 1	Heath Road	N/A	1.00	PC		
018	New Green Community Trust	x 1	New Green	Nominal	1.00	PC as Custodian Trustee Charity Trust Reference 299410		
<i>cfwd</i>					£226,606.96			

Ref No	Description		Identification/ Location	Date Acquired	Value	Custodian	Disposal/ Discharge	Insurance
bfwd					£226,606.96			
019	Vehicle Activated Sign	x 1	Beyton Road	06.04.2016	2975.00	Clerk		<a href="#">see below</a>
020	Village Entrance Signs	x 1	Beyton Road	04.05.2016	1690.28	Clerk		<a href="#">see below</a>
021	Vehicle Activated Sign	x 1	Barton Road	14.03.2018	3150.00	Clerk		<a href="#">see below</a>
022	CCTV & ANPR	x 1	Recreation Grd (Pavilion & Cavendish Hall)	20.01.2021	5650.00	Clerk		<a href="#">see below</a>
023	Recreation Ground	x 1	Recreation Ground, Church Road IP31 3RU	Nominal	1.00	PC as Trustee Charity Trust 304946		
024	Benches	x 6	Recreation Ground, Church Road IP31 3RU	18.03.2021	2404.74	Clerk		<a href="#">see below</a>
025	Defibrillator	x 1	Parish Council Office New Green Centre	15.04.2021	2145.00	Clerk		<a href="#">see below</a>
026	Entrance signs +ANPR	x 2	Entrance to Recreation Ground Car Park	21.04.2021	284.50	Clerk		<a href="#">see below</a>
	Noticeboards	x 4	Barton Road ) New Green Centre ) School Road ) Sandpit Lane (to be installed) )	17.06.2021 )	5275.00	Clerk		<a href="#">see below</a>
	Asset Register	O/Balance	01.04.2021	242477.98	242477.98			
			Additions	7704.50	7704.50			
			Disposals	600.00	600.00			
<b>Total Asset Register</b>				<b>249582.48</b>	<b>249582.48</b>	14.07.2021	<u>Updated</u>	

### Notes for Insurance purposes

New insurance provider to be sourced effective 01.10.2021 as RSA have taken the decision to give notice on the Parish Protect scheme  
Current brokers have been unable to secure cover with an alternative provider and RFO is seeking alternative quotations.

**Insurance - all risks - the parish council currently has All Risks cover for assets up the value of £250,000.**

#### **Excess £100**

**Insurance cover is provided for property at other locations - insured whilst removed from the premises as indicated below:**

- a) as long as the property/assets are not otherwise ensured**
- b) limitations as to area covered : GB, NI, Channel Islands to Isle of Man**
- c) limit of liability - as stated in the general contents definition**

**Business Interruption is £20,000**

## RESPONSIBILITIES

No	Description	Details	Frequency
1	Heath Road Playing Field	Cutting of grass carried out by Council's contractors Cutting of Hedge at Playing Field by Council's contractors Parish Council maintains fencing and equipment on play area	As and when Annually As and when
2	New Green Play Area	Cutting of grass within Thedwastre Park carried out by Council's contractors Parish Council maintain fencing and equipment on play area Parish Council maintain fencing and equipment within the Open Space	As and when As and when
3	Recreation Ground Play Area	The Parish Council maintains and insures the play area on the Recreation Ground on Church Road	As and when
4	Parish Council Office in New Green Centre	The Parish Council keeps the office clean on a twice weekly basis and reports all defects to the New Green Management Committee	Cleaning prior to use Defects as and when
5	Road signs	Those within the 30mph speed limits are cleaned by a Council appointed contractor.	Twice a year
6	Litter Bins	The Parish Council purchases and installs the litter bins in the Public Open Spaces and the roads within the village and pays Mid Suffolk DC for the emptying of all bins installed.	Weekly
6	Grit bins	Parish Council installs and maintains the grit bins located within the village. Suffolk County Council fills the grit bins from the submitted schedule.	As and when As and when
7	War Memorial	Parish Council contractor clears the leaves from the War Memorial during the Autumn	2 times per season
8	VAS	Both signs are recharged with new batteries on a weekly basis . The information is downloaded and analysed on a monthly basis.	Weekly Monthly
9	CCTV & ANPR	Installed by an approved contractor with an annual service agreement	Annually