



YEAR ENDING 31 MARCH 2023

This document contains details of all Assets and Responsibilities held by Thurston Parish Council for the year ending 31 March 2023.

This is a live document but it is expected that it will be adopted and approved at the meeting of full Council on 17 May 2023.

Updated by Clerk: 23.01.2023.

Reviewed by Internal Controller on: 24.02.2023

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).

| 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 | | see below |
| 002 | Bus Shelters | x 1 | Barton Road |) 01.04.2010 | | 6500.00 | Clerk | | see below |
| | | x 1 | School Road |) | | | | | |
| | | x 1 | Heath Road |) | | | | | |
| | Bus Shelters | x 1 | Norton Road - south | 28.11.2019 | | 3849.00 | Clerk | | see below |
| | Bus Shelters | x 2 | Norton Road - north |) | | | | | |
| | | | Sandpit Lane - west |) 20.01.2021 | | 8432.00 | Clerk | | see below |
| 003 | Signs | x 2 | by Fox & Hounds opp. St Peter's Church | 01.04.2010 | | 2000.00 | Clerk | | see below |
| 004 | Street Lights | x 104 | see schedule | 01.04.2010 | | 82645.90 | Clerk | | see below |
| | | | Upgrade of Lights | 05.12.2022 | | 32495.00 | | | |
| 005 | Seats | x 3 | Heath Road | 01.04.2010 | | 680.00 | Clerk | | see below |
| | | | New Green | | | | | | see below |
| | | | Church Road | | | | | | see below |
| cfwd | | | | | | £137,101.90 | | | |

| Ref No | Description | Identification/ Location | Date Acquired | Value | Custodian | Disposal/ Discharge | Insurance |
|--------|-----------------------|---|-------------------|---------------|-----------|------------------------|-----------------|
| bfwd | | | | £137,101.90 | | | |
| 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 Barton Road New Green Centre School Road | 01.04.2010 | 600.00 | Clerk | 600.00 | 14.01.21 |
| 008 | Play Equipment | New Green see schedule | 01.04.2010 | 67000.00 | Clerk | | see below |
| | | Heath Road see schedule | | | Clerk | | see below |
| | | Recreation Grd see schedule | | | | | |
| | 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 |
| | Cocowave Swing | New Green Centre | 23.12.2021 | 12825.90 | 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 | 01.04.2010 | | Clerk | | 15.06.22 |
| | | HP Laptop & Accessories | 15.06.2022 | 750.00 | | Replace | see below |
| | | Brother Printer | | | | | 01.04.17 |
| | | Dell Laptop | | | | | 01.04.17 |
| | | Projector Screen, Projector |) | 3500.00 | | | see below |
| | | Metal cabinets x 2 |) | | | | see below |
| | | Cupboards x 2 | 13.01.2016) | | | | see below |
| | | Filing cabinets x 4 |) | | | | see below |
| | | Tables x 3, Chairs x 12 | | | | | |
| cfwd | | | | £253,282.33 | | | |

| Ref No | Description | Identification/ Location | Date Acquired | Value | Custodian | Disposal/ Discharge | Insurance |
|-------------|-----------------------------|---|---------------------------|-------------------|---------------|--|------------------------|
| <i>bfwd</i> | | | | £253,282.33 | | | |
| | Parish Council Office | Desk, Operators Chair x 1 Blue Chairs x 3 |)) | | | | see below see below |
| | | Bookcases x 2 | 19.07.2019 | 216.00 | | | see below |
| | | HP Officejet Printer | 19.06.2019 | 149.00 | | 149.00 | 15.06.22 |
| | | Desk, Chair, side filer | 08.01.2021 | 419.00 | | | see below |
| | | Bookcases x 2 | 08.01.2021 | 278.00 | | | see below |
| | | Laptop, Monitor, Keyboard | 11.01.2021 | 804.53 | | | see below |
| | | Lenovo Laptop | 04.03.2022 | 229.00 | | | see below |
| | | HP Officejet Printer x 2 | 15.06.2022 | 478.64 | | | see below |
| 011 | Youth Shelter | x 1 | New Green Car Park | 01.04.2010 | | | 01.08.19 |
| | Community Shelter | | New Green Open Space | 16.12.2020 | | | see below |
| | SUDS under Shelter | | New Green Open Space | 16.12.2020 | | | see below |
| 012 | Combination Goal Post | x 2 | Heath Road, New Green | 01.04.2010 | 6000.00 | Clerk | see below |
| 013 | Grit Bins | x 32 | * see schedule | 01.04.2010 | 3500.00 | Clerk | see below |
| 014 | Dog Bag Dispensers | x 6 | see schedule | 01.04.2010 | 440.00 | Clerk | see below |
| | | x 3 | see schedule | 16.12.2020 | 507.00 | Clerk | |
| 015 | Dog Bins | x 5 | see schedule | 19.01.2022 | 5.00 | Clerk | * see below |
| | | x 3 | see schedule | 13.01.2023 | 696.04 | Clerk | * see below |
| 016 | Bicycle & Helmet | x 1 | PC Office | | | PC | Sold 2018 |
| 017 | Play Area | x 1 | New Green | N/A | 1.00 | PC | |
| 018 | Play Area | x 1 | Heath Road | N/A | 1.00 | PC | |
| 019 | New Green Community Trust | x 1 | New Green | Nominal | 1.00 | PC = Custodian Trustee Charity Trust Reference 299410 | |
| <i>cfwd</i> | | | | £273,336.54 | | | |

| Ref No | Description | | Identification/ Location | Date Acquired | Value | Custodian | Disposal/ Discharge | Insurance |
|-------------|------------------------|-----|---|-------------------|----------------|---|------------------------|-----------|
| <i>bfwd</i> | | | | | £273,336.54 | | | |
| 020 | Vehicle Activated Sign | x 1 | Beyton Road | 06.04.2016 | 2975.00 | Clerk | | see below |
| | Vehicle Activated Sign | x 1 | Barton Road | 14.03.2018 | 3150.00 | Clerk | | see below |
| 021 | Village Entrance Signs | x 1 | Beyton Road | 04.05.2016 | 1690.28 | Clerk | | see below |
| 023 | CCTV & ANPR | x 1 | Recreation Grd (Pavilion & Cavendish Hall) | 20.01.2021 | 5650.00 | Clerk | | see below |
| 024 | Recreation Ground | x 1 | Recreation Ground, Church Road, IP31 3RU | | 1.00 | PC as Sole Trustee - Charity No. 304946 | | |
| 025 | Benches | x 6 | Recreation Ground, Church Road IP31 3RU | 18.03.2021 | 2404.74 | Clerk | | see below |
| | | x 3 | Thedwastre Park Play Area; Heath Road Pla Area; St Peter's Way |)) | 3.00 gifted | Clerk | * | see below |
| 026 | Defibrillator | x 1 | Parish Council Office New Green Centre | 15.04.2021 | 2145.00 | Clerk | | see below |
| 027 | Entrance signs + ANPR | x 2 | Entrance to Recreation Ground Car Park | 21.04.2021 | 284.50 | Clerk | | see below |
| 028 | Noticeboards | x 4 | Barton Road, New Green POS School Road, Sandpit Lane | 17.06.2021)) | 5275.00 | Clerk | | see below |
| 029 | Noticeboards | x 4 | School Road, Heath Road Recreation Grd, Church Road Office | 01.08.2022)) | 2560.00 | Clerk | | to follow |
| 030 | Recycling Centre | x 1 | New Green Car Park | 25.07.2022 | 29465.00 | Clerk | | see below |
| | 5-a-side goal package | x 1 | New Green Open Space | 01.10.2022 | 1334.58 | Clerk | | to follow |
| <i>cfwd</i> | | | | | £330,274.64 | | | |

| | | | | |
|----------------|-----------|------------|-----------|-----------|
| Asset Register | O/Balance | 01.04.2022 | 263245.38 | 330274.64 |
| | Additions | | 67029.26 | |
| | Disposals | | 0.00 | |

| | | | | | | |
|-----------------------------|--|--|------------------|------------------|------------|----------------|
| Total Asset Register | | | 330274.64 | 330274.64 | 31.03.2023 | <u>Updated</u> |
|-----------------------------|--|--|------------------|------------------|------------|----------------|

Notes for Insurance purposes

New insurance provider sourced effective 01.10.2021 as RSA have taken the decision to give notice on the Parish Protect scheme
 Previous brokers have been unable to secure cover with an alternative provider and RFO sought alternative quotations.
 New Insurers effective 01.10.2021 are Zurich with cover under a Select for Local Councils Policy.

Additional Items: Where no premises address is shown, the item is not based at one location and cover is provided anywhere within the territorial limits.

| Item Description | Sum Insured | Excess |
|--------------------------------------|-------------|--------|
| Benches (3) | £1,728.34 | £250 |
| Bins & Dog Bag Dispensers | £9,118.98 | £250 |
| Dog Bins | £1,081.50 | £250 |
| Bus Shelters | £19,344.43 | £250 |
| CCTV & ANPR Equipment | £5,819.50 | £250 |
| Community Shelter | £4,223.00 | £250 |
| Defibrillator & Associated Equipment | £2,209.35 | £250 |
| Gates & Fences | £2,167.12 | £250 |
| Gym Trail Equipment | £16,924.54 | £250 |
| Cocowave Swing | £13,210.68 | £250 |
| Noticeboards | £6,051.25 | £250 |
| Office Equipment | £6,300.03 | £250 |
| Office Equipment | £235.87 | £100 |
| Play, Sports Surfacing & Equipment | £84,009.53 | £250 |
| Seats, Benches & Picnic Tables | £3,177.28 | £250 |
| Signs | £2,353.04 | £250 |
| Street Lights | £85,125.28 | £250 |
| SUDS (under Shelter) | £2,295.87 | £250 |
| Vehicle Activated Signs & Equipment | £8,049.74 | £250 |

Insurance value and asset values differ

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| | | |
|------------------|------------|------|
| War Memorial | £8,049.74 | £250 |
| Recycling Centre | £29,465.00 | £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

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 Public Open Space (POS) Area | Cutting of grass within the POS on grounds between Station Hill and Sandpit Lane (excluding the New Green Car Parks) by Council's contractors. Maintenance of trees and hedgerow on the POS excluding hedgerow of croquet lawn and Thurst Café. Maintenance of wildlife garden located adjacent to Sandpit Lane. | As and when As and when As and when |
| 3 | 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 |
| 4 | Recreation Ground Play Area | The Parish Council maintains and insures the play area on the Recreation Ground on Church Road under a separate policy | As and when |
| 5 | 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 |
| 6 | Road signs | Those within the 30mph speed limits are cleaned by a Council appointed contractor. | Twice a year |
| 7 | Litter Bins) Dog 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 |
| 8 | 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 |
| 9 | War Memorial | Parish Council contractor clears the leaves from the War Memorial during the Autumn. Grass is cut by Council appointed contractors. | 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 |