

Botus Fleming Parish Council Asset Audit Report

(This audit does not include any aspect of the Playing Field which is audited separately)

DATE OF AUDIT: 20/09/2022	AUDITED BY: S. White
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Item	Area	Condition	Action Required
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Life Belt	Moditonham Quay	Good	None
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Notes:

Parish Pound	Botus Fleming	Good	None
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Notes:

Bus Shelter	Hatt	No change	None
Railings and Signage	Hatt Roundabout	No change	None
Play Equipment	Recreation Field	See Appendix A	

Notes: Picnic table had been placed under Monkey Bars. It was removed.
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Notice Board	Botus Fleming	Fair	Check
	Hatt	No change	Work required

Notes: Some lateral movement in wooden posts of notice board at Botus Fleming.
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Salt Grit Bins	Hatt Sunnybanks	Full	None
	Hatt Vollards Lane	1/2 Full	None
	Road, Hatt To Botus Fleming	Full	None
	Botus Fleming Crossroads	Full	None

Notes:

Benches	Moditonham Quay	Good	None
	Road, Hatt To Botus Fleming	Good	None
	Recreation Field 1	Good	None
	Recreation Field 2	Good	None
Picnic Benches	Recreation Field	Good	None

Notes:

Laptop	Parish Clerk	No change	None
Printer	Councillor/Auditor	No change	None

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Appendix A

Checklist For Play Equipment

Maintenance Check	Week 1	Week 2	Week 3	Week 4	Comment
Check Rotating Parts		1/9	10/9	18/9	
Check Swing Chain Links/Shackles/Seats		1/9	10/9	18/9	
Check Bolts/Fixings/Ball Joints		1/9	10/9	18/9	
Check For Loose/Missing Parts		1/9	10/9	18/9	
Check Plastic/Rubber Parts		1/9	10/9	18/9	
Check For Damage/Obstruction/Corrosion		1/9	10/9	18/9	
Check Safe Surfacing		1/9	10/9	18/9	

Notes: A picnic table had been placed under the monkey bars. This was removed.