

# **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: 16/10/2022	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: Grass getting long on Quay.

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:

Notice Board	Botus Fleming	Poor	Work required
	Hatt	No change	Work required

Notes: Botus notice board becoming increasing unstable on posts.

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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:
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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:
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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	24/9	6/10	16/10		
Check Swing Chain Links/Shackles/Seats	24/9	6/10	16/10		
Check Bolts/Fixings/Ball Joints	24/9	6/10	16/10		
Check For Loose/Missing Parts	24/9	6/10	16/10		
Check Plastic/Rubber Parts	24/9	6/10	16/10		
Check For Damage/Obstruction/Corrosion	24/9	6/10	16/10		
Check Safe Surfacing	24/9	6/10	16/10		

Notes: Grass growing over safe surfacing.