

# **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: 18/03/2024	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:
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Parish Pound	Botus Fleming	Good	None
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Notes:
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Bus Shelter	Hatt	No change	None
Railings and Signage	Hatt Roundabout	No change	None
Play Equipment	Recreation Field	See Appendix A	

Notes:
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Notice Board	Botus Fleming	Good	None
	Hatt	Good	None

Notes:
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Salt Grit Bins	Hatt Sunnybanks	3/4 Full	None
	Hatt Vollards Lane	3/4 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	Fair	None
	Recreation Field 1	Fair	None
	Recreation Field 2	Fair	None
Picnic Benches	Recreation Field	Fair	No change

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	Week 5
Check Rotating Parts	24/2	2/3	9/3	16/3	
Check Swing Chain Links/Shackles/Seats	24/2	2/3	9/3	16/3	
Check Bolts/Fixings/Ball Joints	24/2	2/3	9/3	16/3	
Check For Loose/Missing Parts	24/2	2/3	9/3	16/3	
Check Plastic/Rubber Parts	24/2	2/3	9/3	16/3	
Check For Damage/Obstruction/Corrosion	24/2	2/3	9/3	16/3	
Check Safe Surfacing	24/2	2/3	9/3	16/3	
Check Fencing	24/2	2/3	9/3	16/3	

**Comments:**

The play area has been reopened. A sign has been placed next to the gate to explain the ban on dogs in the play area. Thank you to Councillor Willey for this.

**Notes:** Due to the continuing wet weather it has not been possible for the remedial grounds works to be completed.