

# 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: 17/11/2025	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	Good	None
Railings and Signage	Hatt Roundabout	No Change	None
Play Equipment	Recreation Field	See Appendix A	

Notes:

Notice Board	Botus Fleming	Poor	Repair/Replacement
	Hatt	Good	None

Notes: The Botus Fleming notice board has become soaked through in the recent wet weather. It is showing signs of rot in at least one corner.

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Salt Grit Bins	Hatt Sunnybanks	Full	None
	Hatt Vollards Lane	3/4 Full	None
	Road, Hatt To Botus Fleming	Full	None
	Botus Fleming Crossroads	Full	None

Notes: Three grit bins have been topped up by Cornwall Council prior to the winter season. As in previous years the Hatt Vollards Lane bin has not been filled.

Benches	Moditonham Quay	Fair	None
	Road, Hatt To Botus Fleming	Fair	None
	Recreation Field 1	Fair	None
	Recreation Field 2	Fair	Nonen
Picnic Benches	Recreation Field	Fair	Repair Needed

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	Week 5
Check Rotating Parts	18/10	26/10	1/11	8/11	16/11
Check Swing Chain Links/Shackles/Seats	18/10	26/10	1/11	8/11	16/11
Check Bolts/Fixings/Ball Joints	18/10	26/10	1/11	8/11	16/11
Check For Loose/Missing Parts	18/10	26/10	1/11	8/11	16/11
Check Plastic/Rubber Parts	18/10	26/10	1/11	8/11	16/11
Check For Damage/Obstruction/Corrosion	18/10	26/10	1/11	8/11	16/11
Check Safe Surfacing	18/10	26/10	1/11	8/11	16/11
Check Fencing	18/10	26/10	1/11	8/11	16/11

Comments:

Notes: