

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: 16/02/2026	AUDITED BY: S. White
------------------------------	-------------------------

Item	Area	Condition	Action Required
------	------	-----------	-----------------

Life Belt	Moditonham Quay	Good	None
-----------	-----------------	------	------

Notes:

Parish Pound	Botus Fleming	Good	None
--------------	---------------	------	------

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	Awaiting Replacement	None
	Hatt	Fair	Possible Repair

Notes:

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: 16/02/2026	AUDITED BY: S. White
------------------------------	-------------------------

Item	Area	Condition	Action Required
------	------	-----------	-----------------

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

Notes:

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

Notes:

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

Botus Fleming Parish Council Asset Audit Report

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

Appendix A

Checklist For Play Equipment

Maintenance Check	Week 1	Week 2	Week 3	Week 4	Week 5
Check Rotating Parts	25/1	31/1	7/2	14/2	
Check Swing Chain Links/Shackles/Seats	25/1	31/1	7/2	14/2	
Check Bolts/Fixings/Ball Joints	25/1	31/1	7/2	14/2	
Check For Loose/Missing Parts	25/1	31/1	7/2	14/2	
Check Plastic/Rubber Parts	25/1	31/1	7/2	14/2	
Check For Damage/Obstruction/Corrosion	25/1	31/1	7/2	14/2	
Check Safe Surfacing	25/1	31/1	7/2	14/2	
Check Fencing	25/1	31/1	7/2	14/2	

Comments:

Notes:
