

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: 18/05/2026	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	Good	None
	Hatt	Very Poor	Replacement On Order

Notes: Left side of Hatt notice board is leaning forward.

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Salt Grit Bins	Hatt Sunnybanks	3/4 Empty	None
	Hatt Vollards Lane	3/4 Empty	None
	Road, Hatt To Botus Fleming	Empty	None
	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	Poor	None
Picnic Benches	Recreation Field	Fair	None

Notes: Bench inside play area is getting wobbly. Dog poo still a problem. Some found inside play area and several bags littered around bin.
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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	19/4	26/4	2/5	9/5	17/5
Check Swing Chain Links/Shackles/Seats	19/4	26/4	2/5	9/5	17/5
Check Bolts/Fixings/Ball Joints	19/4	26/4	2/5	9/5	17/5
Check For Loose/Missing Parts	19/4	26/4	2/5	9/5	17/5
Check Plastic/Rubber Parts	19/4	26/4	2/5	9/5	17/5
Check For Damage/Obstruction/Corrosion	19/4	26/4	2/5	9/5	17/5
Check Safe Surfacing	19/4	26/4	2/5	9/5	17/5
Check Fencing	19/4	26/4	2/5	9/5	17/5

Comments:

Notes: