Committee	Full Council
Date	17.05.2023
Item	12

Report:	**REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILIDNGS AND OFFICE EQUIPMENT**

In Standing Orders a number of items are listed which should be reviewed at Annual Council meetings. One of these is the review of the inventory of land and assets. The full Asset Register is held electronically. Some of the older entries in the full register group together items such as litter bins which can make it difficult to update when items are disposed of. It is recommended that a physical check should be carried out in due course to ensure that the register agrees with reality and the register can then be updated to identify the physical locations of items listed. At the same time, the condition of assets should be assessed which will assist with budgeting for replacements.

15:36 **ASSETS ACQUIRED BETWEEN 01/04/2022 AND 31/03/2023** User: ANDREW

Acq. Date	Asset Code	Description	Original Cost	Current Value	Insurance Value
05/04/2022	CA004	Bespoke Platinum Jubilee Beacon	490.00	490.00	0.00
27/09/2022	OT014	Ladderfix lighting attachment collar	255.80	255.80	0.00
07/12/2022	SE012	Portable Mini Speed Indicator Device (miniSID), battery powered c/w Bluetooth Data facility	3,139.00	3,139.00	3,139.00
07/12/2022	SE013	Portable Mini Speed Indicator Device (miniSID), battery powered c/w Bluetooth Data facility	3,139.00	3,139.00	3,139.00
07/02/2023	OE039	Yealink T46U Black	154.00	154.00	154.00
07/02/2023	OE040	Yealink T46U Black	154.00	154.00	154.00
07/02/2023	OE041	Yealink T46U Black	154.00	154.00	154.00
07/02/2023	OE042	Samsung A23 (5G)	222.00	222.00	222.00
07/02/2023	OE043	Samsung A23 (5G)	222.00	222.00	222.00
27/02/2023	OE038	TP-Link TL-SG1218MPE JetStream Easy Smart 16-Port	136.84	136.84	136.84
		TOTAL	8,066.64	8,066.64	7,320.84

15:35 **ASSETS DISPOSED BETWEEN 01/04/2022 AND 31/03/2023** User: ANDREW

Disp. Date	Asset Code	Description	Original Cost	Current Value	Insurance Value
07/02/2023	OE007	Avaya telephone system from BT	1,666.40	1,666.40	1,666.40
31/03/2023	EM014	MOTOROLA - Moto E30 - 32 GB, Mineral Grey	83.32	83.32	83.32
31/03/2023	LP003	Floating islands	500.00	500.00	0.00
		TOTAL	2,249.72	2,249.72	1,749.72

15:34 **SUMMARY OF ASSETS BY GROUP NAME** User: ANDREW

Group	Original Cost	Current Value	Insurance Value
Allotments	9,658.68	9,658.68	5,697.57
Community Asset	852.00	852.00	19,800.09
Emergency Equipment	5,522.09	5,522.09	5,427.10
Land	1.00	2.00	0.00
Lindfield Pond	4,846.20	4,846.20	4,846.20
Office Equipment	10,254.16	10,254.16	10,254.16
Office Fixture	4,585.02	4,585.02	4,585.02
Office Furniture	4,954.18	4,954.18	4,954.18
Office Miscellaneous	731.17	731.17	55.00
Office Software	1,750.00	1,750.00	1,750.00
Outdoor equipment tools & machinery	3,360.21	3,360.21	3,104.41
Property	343,098.00	343,098.00	398,728.55
Public Toilets	33,000.00	33,000.00	33,000.00
Reference Material	221.99	221.99	221.99
Safety Equipment	11,041.20	11,041.20	11,041.20
Street Furniture	81,480.03	81,480.03	18,883.29
Wilderness Field	2,602.00	2,602.00	2,602.00
TOTAL	517,957.93	517,958.93	524,950.76

A Funnell
Clerk to Lindfield Parish Council 10.05.23