

The Common Parish  
Council of Sutton &  
Barlavington  
Asset Register - Year Ended 31 MARCH 2021

Date of Acquisition	Description	Location	Purchase Cost or Value	Insurance values 31/03/2021	Fixed Asset Values 31/03/21
<b>Office Equipment</b>					
2006	Filing cabinet	Clerk's office	£ 82.00	£ 40.00	£ 82.00
2011-2015	General contents/sundry stationery	Clerks Office & Vill Hall	£ 100.75	£ 112.19	£ 112.19
<b>Play equipment</b>					
08/10/2014	4 Swings & seat for play area	Greenfield Sutton	£ 6,883.22	6,883.22	6883.22
<b>Street Furniture</b>					
	Bus Shelter	Sutton, opposite pub	£ 5,638.18		£ 13,841.42
	3 Name signs		£ 2,225.60		£ 2,075.69
	1 Notice boards - replaced 2019	1.Sutton, opposite pub	£ 556.40	£ 1,066.16	£ 1,066.16
	Notice Board (replaced January 2014)	Barlavington	£ 800.00		£ 800.00
	2 Grit bins (WSCC provided second bin 2014)	Botton Suttonhill	£ 550.00		£ 385.51
01/01/2009	BT redphone box (adopted from BT January 2009)	The Street, Sutton	£ 1,000.00		£ 1,161.19
01/12/2010	2 Grit bins	1. Sutton, opposite pub 2. Greenfields	£ 334.40		£ 379.74
31/01/2014	1 grit bin (replaced January 2014)	Top of Sutton Hill	£ 300.00		£ 300.00
20/11/2011	1 grit bin	Burton Mill Pond	£ 173.89		£ 179.11
14/01/2015	5 Finger posts		£12,750	12500	£12,750
<b>Outside Equipment</b>	<b>See attached for location of finger posts</b>				£ 32,938.82
20/11/2011	Defibrillator Casing	Sutton Village Hall	£ 347.94		£ 348.00
<b>Other</b>					
05/09/2016	HP laptop - included in business cover as portable office equipment	Clerks Office	£ 454.96	460.77	£ 460.77
			£ 32,197.34		£ 40,825.00
					<b>Annual Return Total</b>

Purchase price, all other values are insurance values

Signed .....

Signed .....

Mrs Hannah-Louise

O'Callaghan

Chairman

Clerk & Responsible

Financial Officer

Date .....

**Note**

Mar-18

From April 2014 fixed assets should be shown on the Annual Return at original cost or insurance value where original cost is not known.

However, as per discussions with the internal auditor (R Hall & Co), and her report dated 14/04/2015, it has been agreed that all items will be listed at the Annual Return total reported as at end of March 2014 (£21,132.78) plus the original cost of new items purchased.

1) The BT Telephone kiosk (this item is historic and likely to increase in value over time) - fixed asset value is the insurance value

2) The Bus Shelter is historic and is listed on the Annual Return at the insurance value as at 31/03/2014

3) In March 2015, on the advice of Came & Co Insurance Brokers, it was agreed for insurance purposes that the grit bins should be valued at replacement value, namely £275

All street furniture is covered within the Parish Council's overall insurance value of £33,463.89 and this should be reviewed annually to ensure it reflects the replacement costs of all items. This overall figure is considered adequate for 2014/15.

4) The ACER laptop is automatically covered through the Property - Contents section of the Policy up to a limit of £5,000 and is not listed separately in the insurance schedule - confirmed by Came & Co on 10/03/2015.

Sep-16 ACER laptop replaced with HP