

Temple Guiting Parish Council - Checklist for risk inspection of assets

Carried out:

Asset	Checked	Comments
Defibrillator – Temple Guiting	Y - VL	Checked monthly and logged with Community Heartbeat Trust.
Defibrillator - Kineton	Y -VL	Checked monthly and logged with Community Heartbeat Trust.
Phone box – Temple Guiting	Y - KM	Restored 2018. Excellent condition. Monitor to be assigned.
Phone box – Kineton	Y - clerk	Restored 2018. Excellent condition. Includes new noticeboard.
Phone box - Ford	Y - clerk	Restored 2021. In good condition.
Dog waste bin @ Village Hall	Y - KM	In good condition.
Dog waste bin @ Ford	Y -SBC	In good condition.
VAS post – opp old post office	Y- MK	In excellent condition.
VAS post – opp the school	Y- MK	In excellent condition.
VAS post – nr The Plough Ford	Y- MK	In excellent condition.
VAS post – nr Ford Manor		New post to be installed summer 2024 when dimensions known.
VAS equipment	Y- SBS	2 x solar powered and 2 x battery powered. In excellent condition.
Coronation bench	Y- MK	In good condition.
Coronation plaque	Y- MK	In good condition.
Cllr Newman’s plaque	Y - MK	Installed 2017. In good condition
Cllr Newman’s tree guard	Y - MK	Installed 2017. In good condition.
Laptop	Y - clerk	No longer functioning. Clerk uses her own laptop. Old files transferred to laptop and erased from old PC. Being recycled August 2024.
Printer	Y - clerk	Functioning but too slow and large to use. Being recycled August 2024.
Noticeboard - Kineton	Y- clerk	Noticeboard now inside the renovated phone box. Excellent condition.

Noticeboard – TG Village hall	Y - clerk	Good condition.
Noticeboard – Ford	Y - clerk	New noticeboard bought but location being decided.
Noticeboard – TG 'The Green'	Y - clerk	Reasonable condition, though doors stick in wet weather and backboard has degraded.
Allotments	Y- MK	Variable. One plot is vacant. Consider sign asking allotment users to make sure the gate is closed when they enter and leave the allotments to avoid possible traffic accident.