

**PENRITH TOWN COUNCIL
ASSET REGISTER 31 MARCH 2020**

Summary

Total of assets held as at 31 March 2020

De minimis value £100

ASSET	Category	Custodian	Location	Date acquired	Transfer from	Value £	Asset Transfer Value £	Insurance Value £
Folly Lane allotment: 1.50 hectare	Allotments	Clerk	Folly Lane	23/08/2016	EDC	-	1.00	0.00
James Street allotment: 0.27 hectare	Allotments	Clerk	James Street	23/08/2016	EDC	-	1.00	0.00
Castletown allotment: 2.80 hectare	Allotments	Clerk	Musgrave Street	23/08/2016	EDC	-	1.00	0.00
Salkeld Road allotment: 0.78 hectare	Allotments	Clerk	Salkeld Road	23/08/2016	EDC	-	1.00	0.00
Eden Treescapes - Tree planting & Fencing	Allotments	Services & Contracts Manager	Folly Lane	01/06/2018		732.35	-	0.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Bridge Lane East	19/10/2018	EDC	-	1.00	15,000.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Bridge Lane West	19/10/2018	EDC	-	1.00	13,000.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Clifford Road	19/10/2018	EDC	-	1.00	2,400.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Newton Road	19/10/2018	EDC	-	1.00	2,400.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Opposite PennyHill Park, Scotland Road	19/10/2018	EDC	-	1.00	2,400.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Pategill/Sim Court	19/10/2018	EDC	-	1.00	2,400.00
Bus Shelter	Bus Shelters	Services & Contracts Manager	Scotland Road East	19/10/2018	EDC	-	1.00	2,400.00
B & C Shelter Bus Shelter, Tara Hill	Bus Shelters	Services & Contracts Manager	Scotland Road, Tara Hill	29/06/2018		2,744.00	-	2,744.00
AST Signs - Signage, bus shelters	Bus Shelters	Services & Contracts Manager	Various	01/03/2019		862.72	-	862.72
Mayoral Chain	Civic Regalia	Mayor	Mayor	18/05/2015		-	1.00	5,000.00
Regalia	Civic Regalia	Mayor	Mayor	16/12/2016		47.23	-	47.23
Regalia	Civic Regalia	Deputy Mayor	Deputy Mayor	16/12/2016		362.27	-	362.27
Regalia	Civic Regalia	Deputy Mayors Consort	Deputy Mayor	16/12/2016		80.42	-	80.42
Barnard & Westwood - Condolence Book	Civic Functions	Clerk	Council Office	31/03/2020		299.87	-	299.87
Bandstand	Community Asset	Services & Contracts Manager	Cornmarket	29/03/2018	EDC	-	1.00	64,896.00
Musgrave Monument	Community Asset	Services & Contracts Manager	Middlegate	01/02/2019	EDC	-	1.00	324,480.00
WWW1 Plaque	Community Asset	Services & Contracts Manager	St Andrew's Church	28/09/2017	EDC	-	1.00	0.00
WWW2 Plaque	Community Asset	Services & Contracts Manager	St Andrew's Church	28/09/2017	EDC	-	1.00	0.00
War Memorial - Obelisk	Community Asset	Services & Contracts Manager	St Andrew's Churchyard	28/09/2017	EDC	-	1.00	11,000.00
Therebutnothere - 2 Steel Tommies	Equipment	Services & Contracts Manager	Council Office	22/10/2018		1,552.61	-	1,552.61
Hampshire Flag Company - Bunting	Equipment	Deputy Clerk	Council Office	31/03/2020		725.55	-	725.55
KTD - Lenovo Laptop & Hanns-G Monitor	IT Equipment	Clerk	Council Office	11/06/2018		619.00	-	619.00
KTD Portable Hard Drives	IT Equipment	Clerk	Council Office	30/06/2018		475.00	-	475.00
Heatons Office Solutions - Canon LBP151 Mono Laser Printer	IT Equipment	Clerk	Council Office	29/03/2019		156.99	-	156.99
IT equipment, hardware, software, etc	IT Equipment	Clerk	Council Office/Clerk's residence	27/05/2015		5,778.20	-	5,778.20
Ipad mini 32gb	IT Equipment	Council Office	Council Office	17/02/2017		239.00	-	239.00
VIGOR 2760N ROUTER/FIREWALL	IT Equipment	Council Office	Council Office	25/09/2017		79.00	-	79.00
ZYXEL PRES 660R-D1 ADSL2+ ROUT	IT Equipment	Council Office	Council Office	25/09/2017		99.00	-	99.00
ZYXEL AMG1302 MODEM/ROUTER	IT Equipment	Council Office	Council Office	25/09/2017		99.00	-	99.00
CABINET 27U 600X1000X1322	IT Equipment	Council Office	Council Office	25/09/2017		689.00	-	689.00
CABINET CASTOR SET (X4)	IT Equipment	Council Office	Council Office	25/09/2017		59.00	-	59.00
FIXED CAB SHELF 100KG 600MM	IT Equipment	Council Office	Council Office	25/09/2017		53.00	-	53.00
FIXED SHELF 600MM - 50KG LOAD	IT Equipment	Council Office	Council Office	25/09/2017		29.00	-	29.00
ASSINIA 24 PORT PATCH PANEL CAT6	IT Equipment	Council Office	Council Office	25/09/2017		136.00	-	136.00
CAT 6 UTP MODULE	IT Equipment	Council Office	Council Office	25/09/2017		116.00	-	116.00
1U LETTERBOX BRUSH STRIP	IT Equipment	Council Office	Council Office	25/09/2017		25.00	-	25.00
VARIUOS	IT Equipment	Council Office	Council Office	25/09/2017		32.26	-	32.26
STARTECH 1M PATCH LEAD RED	IT Equipment	Council Office	Council Office	25/09/2017		6.72	-	6.72
TP-LINK 24 PORT GIG POE SWITCH	IT Equipment	Council Office	Council Office	25/09/2017		299.00	-	299.00
UBIQUITI UNIFI AC LR AP	IT Equipment	Council Office	Council Office	25/09/2017		179.00	-	179.00
UBIQUITI UNIFI AC LR AP	IT Equipment	Council Office	Council Office	25/09/2017		179.00	-	179.00
PATCH 29 PORTS TO PATCH PANEL	IT Equipment	Council Office	Council Office	25/09/2017		495.00	-	495.00
NSN PANASONIC VVX310 HOSTED PHONE	IT Equipment	Council Office	Council Office	25/09/2017		85.00	-	85.00
NSN PANASONIC VVX310 HOSTED PHONE	IT Equipment	Council Office	Council Office	25/09/2017		85.00	-	85.00
NSN PANASONIC VVX310 HOSTED PHONE	IT Equipment	Council Office	Council Office	25/09/2017		85.00	-	85.00
NSN PANASONIC VVX310 HOSTED PHONE	IT Equipment	Council Office	Council Office	25/09/2017		85.00	-	85.00
NSN PANASONIC VVX310 HOSTED PHONE	IT Equipment	Council Office	Council Office	25/09/2017		179.00	-	179.00
INTEL I5 3330 3.00/4G/1TB/DVD1	IT Equipment	Council Office	Council Office	25/09/2017		549.00	-	549.00
BROTHER MFC-J6930DW MULTIFUNCTION -COPIER	IT Equipment	Council Office	Council Office	01/02/2018		299.00	-	299.00
Website	IT Equipment	KTD	KTD Server	22/05/2015		2,800.00	-	2,800.00
KTD - Ubiquito G3 Dome CCTV Camera	IT Equipment	Clerk	Council Office	24/06/2019		159.00	-	159.00
KTD - Ubiquito Unifi CCTV Video Recorder	IT Equipment	Clerk	Council Office	24/06/2019		395.00	-	395.00
IT Equipment ex Grenke Leasing: Virtual Server	IT Equipment	Clerk	Council Office	17/10/2019		1,293.54	-	1,293.54
KTD - HP 250 G7 Laptop for Solicitor	IT Equipment	Clerk	Council Office	31/10/2019		599.00	-	599.00
KTD - Conference Room Phone Polycom Sound Station 2 IP7000	IT Equipment	Clerk	Council Office	09/01/2020		399.00	-	399.00
Legal reference books	Office Equipment	Clerk	Council Office	28/04/2015		243.28	-	243.28
Staff welfare - Fridge & microwave	Office Equipment	Clerk	Council Office	29/04/2015		141.67	-	141.67
Argos - Vacuum Cleaner	Office Equipment	Clerk	Council Office	08/06/2018		141.64	-	141.64
SLCC Enterprises Ltd - Local Council Administration Law Book	Office Equipment	Clerk	Council Office	08/10/2018		103.99	-	103.99
Heatons Office Solutions - Steel cupboard	Office Equipment	Clerk	Council Office	29/03/2019		136.67	-	136.67

ASSET	Category	Custodian	Location	Date acquired	Transfer from	Value £	Asset Transfer Value £	Insurance Value £
Puridea mini projector	Office Equipment	Council Office	Council Office	25/01/2017		148.43	-	148.23
XL display boards x 8	Office Equipment	Council Office	Council Office	06/02/2017		574.00	-	574.00
Gazebo	Office Equipment	Council Office	Council Office	06/02/2017		1,176.84	-	1,176.84
Office Blinds	Office Equipment	Council Office	Council Office	09/09/2017		506.21	-	506.21
2 - ALBA CHROME COAT STAND CHROME/BLACK PMCLASS	Office Equipment	Council Office	Council Office	11/09/2017		215.70	-	215.70
3 - ACRYLIC PLAQUES, 1 - ACRYLIC DOOR SIGN & DOOR VINYL	Office Equipment	Council Office	Council Office	20/09/2017		1,034.00	-	1,034.00
1 - 4 DRAWER FILING CABINET	Office Equipment	Council Office	Council Office	16/10/2017		115.00	-	115.00
1 - RANGER FIRE RESISTANT HIGH STEEL STORAGE WITH KEY LOCK W930 X D525 X H1950MM	Office Equipment	Council Office	Council Office	31/10/2017		1,075.00	-	1,075.00
1- NOBO DARK BLUE BARRACUDA MOBILE FLIPCHART/DRYWIPER EASEL 1902386	Office Equipment	Council Office	Council Office	13/11/2017		186.84	-	186.84
1- Tubby 2 Seater Sofa, Navy Product code: SOFTUBY51BLU-UK	Office Furniture	Council Office	Council Office	11/07/2017		179.00	-	179.00
1 - RADIAL END EXTENSION BOARDROOM TABLE WITH SILVER TRUMPET BASE IN OAK.	Office Furniture	Council Office	Council Office	29/09/2017		183.60	-	183.60
1 - RECTANGULAR 2000MM WIDE BOARDROOM TABLE WITH SILVER TRUMPET BASE IN OAK	Office Furniture	Council Office	Council Office	29/09/2017		345.00	-	345.00
3 - MAESTRO 25 C LEG STRAIGHT DESK SILVER LEG 1600 OAK	Office Furniture	Council Office	Council Office	29/09/2017		327.00	-	327.00
4 - TALL, DEEP MOBILE PEDESTAL WITH TWO SHALLOW DRAWERS AND ONE OAK FILING DRAWER	Office Furniture	Council Office	Council Office	29/09/2017		416.00	-	416.00
2 - QUATTRO EXTRA HIGH BACK POSTURE CHAIR IN COBALT AD004	Office Furniture	Council Office	Council Office	29/09/2017		550.00	-	550.00
12 - ORION CHROME FRAME STACKABLE CHAIR - BLUE FABRIC	Office Furniture	Council Office	Council Office	29/09/2017		332.28	-	332.28
1 - PISA RECTANGULAR MEETING/LEISURE TABLE	Office Furniture	Council Office	Council Office	09/10/2017		270.20	-	270.20
Office Furniture - various	Office Furniture	Council Office	Council Office	April - Dec 15		2,574.46	-	2,503.24
Fairhill Play Equipment	Play Equipment	Services & Contracts Manager	Fairhill Park	03/04/2018	EDC	-	1.00	39,000.00
Fairhill Playing Fields	Playing Fields	Services & Contracts Manager	Fairhill Park	03/04/2018	EDC	-	1.00	0.00
Mark Harrod 9V9 Goals - Fairhill Playing Fields	Playing Fields	Services & Contracts Manager	Fairhill Park	30/06/2018		570.00	-	570.00
HH Reeds - Supply & Install Signs At Fairhill	Playing Fields	Services & Contracts Manager	Fairhill Park	06/08/2018		824.00	-	824.00
Seats and Benches (30 No)	Seats & Benches	Services & Contracts Manager	Various	19/10/2018	EDC	-	30.00	15,660.00
Glasdon - 6 No Lowther Seat Penrith Remembers	Seats & Benches	Services & Contracts Manager	Various	22/03/2019		3,276.78	-	3,276.78
Glasdon - 1 No Lowther Seat Penrith Remembers	Seats & Benches	Services & Contracts Manager	Various	22/03/2019		470.31	-	470.31
Glasdon - 1 No Lowther Seat Memorial	Seats & Benches	Services & Contracts Manager	Various	22/03/2019		546.13	-	546.13
Glasdon - 5 Lowther seats & plaques	Seats & Benches	Services & Contracts Manager	Various	01/07/2019		2,958.14	-	2,958.14
Glasdon - 2 Lowther seats & plaques	Seats & Benches	Services & Contracts Manager	Various	12/09/2019		1,168.09	-	1,168.09
Glasdon - 2 Lowther seats & plaques	Seats & Benches	Services & Contracts Manager	Various	29/02/2020		940.60	-	940.60
Noticeboard	Street Furniture	Clerk	Adjacent to Bakewells electronics	09/11/2015		950.00	-	950.00
Total of assets held as at 31 March 2020:						46,943.59	49.00	546,175.82
						Total Value	46,992.59	

**PENRITH TOWN COUNCIL
ASSET REGISTER 2019-20: RECONCILIATION**

2019-20 Transactions

ASSET	Category	Custodian	Location	Date acquired	Transfer from	Cost £	Transfer Value £
Asset Value: 31 March 2019						38,005.80	64.00
Purchased in 2019/20:							
KTD - Ubiquito G3 Dome CCTV Camera	IT Equipment	Clerk	Council Office	24/06/2019		159.00	
KTD - Ubiquito Unifi CCTV Video Recorder	IT Equipment	Clerk	Council Office	24/06/2019		395.00	
Glasdon - 5 Lowther seats & plaques	Seats & Benches	Services & Contracts Manager	Various	01/07/2019		2,958.14	
Glasdon - 2 Lowther seats & plaques	Seats & Benches	Services & Contracts Manager	Various	12/09/2019		1,168.09	
KTD - IT Equipment ex Grenke Leasing: Virtual Server	IT Equipment	Clerk	Council Office	17/10/2019		1,293.54	
KTD - HP 250 G7 Laptop for Solicitor	IT Equipment	Clerk	Council Office	31/10/2019		599.00	
KTD - Conference Room Phone Polycom Sound Station 2 IP7000	IT Equipment	Clerk	Council Office	09/01/2020		399.00	
Glasdon - 2 Lowther seats & plaques	Seats & Benches	Services & Contracts Manager	Various	29/02/2020		940.60	
Barnard & Westwood - Condolence Book	Civic Functions	Clerk	Council Office	31/03/2020		299.87	
Hampshire Flag Company - Bunting	Equipment	Deputy Clerk	Council Office	31/03/2020		725.55	
Disposed of in 2019/20:							
15 benches originally transferred to PTC from EDC; all replaced over 2018/19 & 2019/20	Seats & Benches	Services & Contracts Manager	Various	Nov 19			(15.00)
Total of assets held as at 31 March 2020:						46,943.59	49.00
						Total Value	46,992.59