



Asset Management Committee

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend meeting on Tuesday 4th February 2020 at 5:00pm
at the Council Offices, Market Street Carnforth**

- 20001 To receive apologies for absence
- 20002 To receive declarations of interest
- 20003 To consider notes of meeting held on Tuesday 3rd December 2019
- 20004 To consider any items of urgent business
- 20005 To adjourn the meeting for a period of public discussion (Note: Any matters needing a 'decision' will be considered as an agenda item at a future meeting)
- 20006 Asset Register (see attached)
- 20007 Outdoor Maintenance matters
- 20008 Carnforth Civic Hall matters
- 20009 To consider date of next meeting

A handwritten signature in black ink, appearing to read 'Robert Bailey', with a long horizontal line extending from the end of the signature.

Town Clerk

31 January 2020

28 Wilson Grove, Heysham, Morecambe, LA3 2PQ

Tel: 01524 858557

Email: clerk@carnforhtowncouncil.org

Carnforth Town Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Civic Hall							
Emergency Distribution Board			300.00	Hall			
Dishwasher			280.00	Kitchen			
Water Heater			220.00	Kitchen			
			800.00				
Committees							
3 x oblong tables			540.00	Office			
18 x leather chairs			2,880.00	Office			
1 x swivel chair			80.00	Office			
Printer			385.00	Office			
Monitor			168.00	Office			
Chairman's Table			800.00	Office			
Printer Table			100.00	Office			
4 gang extension lead			15.00	Office			
Stationery Table			45.00	Office			
Carnforth Patroits			50.00	Office			
Ariel Photo - Carnforth 1			100.00	Office			
Ariel Photo - Carnforth 2			100.00	Office			
Mayoral Board			200.00	Office			
Former Mayors Picture			1.00	Office			
Shredder			30.00	Office			
Display Cabinet			95.00	Office			
Mayor's former chain			3,000.00	Office			
China Plate & Thimble			100.00	Office			
China Plates & Plaque			100.00	Office			
Albert Halton VC Picture			100.00	Office			
Pewer Plate - Twinning			1.00	Office			

Carnforth Town Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Carnforth by Chas - 2006			120.00	Office			
Wedgewood Plate QE2			100.00	Office			
Oil Painting - Kellet Rd Bridge			1.00	Office			
Coat Stand			20.00	Office			
Microwave			60.00	Kitchen			
Fridge			85.00	Kitchen			
Kettle			10.00	Office			
Coat Stand			20.00	Office			
Double Cupboard - Metal			60.00	Office			
5 x flags			230.00	Office			
4 x display boards			320.00	Office			
Boiler			800.00	Toilet			
Vaccum Cleaner			80.00	Toilet			
Mayoral Chain			2,200.00	Town Mayor			
Deputy Mayor's Chain			1,200.00	Deputy Mayor			
Town Criers Uniform			250.00	Town Crier			
Website Domain			100.00	Office			
Carnforth Map			69.00	Office			
Carnforth Offices Sign			300.00	Council Building			
Arnold Baker - Local Council Clerks			50.00	Office			
Emergency Locker			250.00	Front Room			
Emergency Locker			250.00	Front Room			
Rechargeable Lamp			80.00	Front Room			
15 x torches			675.00	Front Room			
Speaker Set			350.00	Front Room			
Battery Booster			45.00	Front Room			
2 x telephones			50.00	Front Room			
4 x festoon lighting			600.00	Front Room			

Carnforth Town Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Emergency Family Pack			200.00	Front Room			
Sandbags			30.00	Front Room			
Tea-um			40.00	Front Room			
Megaphone			75.00	Front Room			
15 x Hi Viz Jackets			330.00	Front Room			
15 x Thermal Hats			270.00	Front Room			
15 x Wetproof Trousers			270.00	Front Room			
15 x Hi Viz Vest			210.00	Front Room			
15 x Gloves			120.00	Front Room			
2 x Twin Floodlights			200.00	Front Room			
4 x Motorola Radios			300.00	Front Room			
Portable Microphone			75.00	Front Room			
2 x Display Boards			120.00	Front Room			
19 x Plastic (blue)			855.00	Hall & Front Room			
15 x Plastic (grey)			675.00	Hall & Front Room			
63 x Chairs (red)			2,835.00	Hall & Front Room			
2 x Chair Trolleys			150.00	Hall & Front Room			
19 x 6" tables			2,280.00	Hall & Front Room			
2 x 4" tables			200.00	Hall & Front Room			
Table Trolley			150.00	Hall & Front Room			
2 x exhibition boards			200.00	Hall & Front Room			
8 x children seats			240.00	Hall & Front Room			
1 flipchart easel			75.00	Hall & Front Room			
3 x ladders			200.00	Hall			
4 x fire extinguishers			560.00	Hall			
4 x display boards			240.00	Hall			
Oil Boiler			650.00	Basement			
Sump			400.00	Basement			

Carnforth Town Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Dtrill			75.00	Basement			
3 x key press			75.00	Entrance Hall			
Partable Cabinet			100.00	Entrance Hall			
VC Arnaold Halton			1.00	Entrance Hall			
Carnforth Patroits			50.00	Entrance Hall			
Photo Frame			25.00	Entrance Hall			
Defribillator			1,100.00	Entrance Hall			
2 x first aid kit			44.00	Entrance Hall			
Fridge			85.00	Kitchen			
Microwave			60.00	Kitchen			
Cooker			550.00	Kitchen			
A' Frame			450.00	Kitchen			
Distribution Board			200.00	Kitchen			
Small Generator			150.00	Outside Shed			
Large Generator			300.00	Outside Shed			
20 Litre Jerry Can			25.00	Outside Shed			
Lockable Tool Cabin			400.00	Rear of Civic Hall			
Gas Boiler			800.00	Flat			
CCTV Monitor & Audio Recorder			500.00	Around Building			
CCTV Cameras x 5			600.00	Around Building			
Civic Hall Building							
Dymo Labeller				Portable			
Oil Tank			1,800.00	Outside			
Disabled Toilet Alarm			70.00	Disabled Toilet			
Ansaphone			30.00	Flat			
Cigarette Bin			45.00	Outside			
Laptop			250.00	Flat			
Projector & Screen			400.00	Hall			

Carnforth Town Council
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Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Civic Hall Sign			200.00	Building Front			
Fan Heater			18.00	Cadets Offcie			
Floor Polisher/Buffer			380.00	Cleaning Store			
Scrubber Dryer			200.00	Cleaning Store			
Fire Blanket			42.00	Kitchen			
4 x Christmas Tree Lights			200.00	Flat			
Large Planter							
5 x barrier planters			375.00	Council Office			
8 x barrier planters			600.00	Market Street			
3 x barrier planters			225.00	Lancaster Road (Tesco)			
5 x dog waste bins			2,750.00	Various Locations			
Bus Shelter			2,000.00	Lancaster Road			
3 x entrance stones			3,600.00	Various Locations			
3 x flagpoles			900.00	Various Locations			
War Memorial Gardens			1.00	Market Street			
Allotment Land			1.00	Kellet Road			
War Memorial Floodlights			2,000.00	Market Street			
8 x guardrail planters			600.00	Market Street/Scotland R			
3 tier planters			500.00	Scotland Road			
4 x planter troughs			300.00	Scotland Road			
Bench			450.00	Market Street (Upper)			
2 x benches			900.00	Scotland Road			
9 x blue plaques			2,100.00	Various Locations			
Planter Trough			150.00	Ashtrees Surgery			
2 x planter troughs			150.00	Market Street (Lower)			
7 x hanging baskets			210.00	War Memorials & Toilet B			
2 x 'Slient' Soliders			1.00	War Memorial Gardens			
Jubilee Stone			400.00	War Memorial Gardens			

Carnforth Town Council
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Large Noticeboard			120.00	War Memorial Gardens			
2 x benches			900.00	Haws Hill			
Guardians of Carnforth (Carved Owls)			1.00	Haws Hill			
3 x benches			1,350.00	Alexandra Road Park			
Noticeboard			120.00	Crag Bank			
4 x planter troughs			775.00	Crag Bank Roundabout			
Brief Encounter II' Planter			580.00	Crag Bank Roundabout			
Litter Bin			550.00	Lancaster Road/New Stre			
Bus Shelter			2,000.00	Lancaster Road			
Bench			450.00	Lancaster Road (Carnfort			
Noticeboard			120.00	Highfield Road			
Noticeboard			120.00	North Road			
4 x dog waste bins			2,200.00	Various Locations			
			65,939.00				
Grand Total:			66,739.00				