

# Asset and Responsibility Register

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IKEN PARISH COUNCIL

Tiffany Pollock  
CLERK, IKEN PARISH COUNCIL

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## 1. Introduction

This document contains details of all Assets and Responsibilities held by Iken Parish Council.

It is acknowledged that some of the valuation figures have been arrived at through best endeavours using the information known to us at the time.

This document is reviewed on an annual basis and assets are entered, adjusted or removed as and when appropriate

Tiffany Pollock  
Parish Clerk

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Adopted by the Parish Council at a meeting on: 22<sup>nd</sup> November 2023

Signed:

Mrs Tiffany Pollock  
Clerk

Cllr. A. Hutson  
Chair

## 2. Assets

Asset number	Description	Location	Date Acquired	Actual Cost New	Valuation as at Today	Estimated replacement cost
1	Iken Village Hall	Entrance from Blacksmith Lane, Iken		£1.00 <sup>1</sup>	£35,000.00	£250,000.00
2	Land surrounding Iken Village Hall	Entrance from Blacksmith Lane, Iken		£1.00 <sup>2</sup>	0	0
3	Noticeboard	Next to the entrance of the Village Hall, Blacksmith Lane, Iken		£1.00 <sup>3</sup>	£50.00	£200.00
4	Laptop	Held at Clerks house, 1 CountryLife Cottage, Orford Road, Tunstall, Woodbridge, Suffolk, IP12 2JA		£300.00	£250.00	£300.00
5	Defibrillator	Iken Hall Farm		£2,000.00	£2,000.00	£2,000.00
<b>Totals</b>				<b>£2303.00</b>	<b>£37,300.00</b>	<b>£252,500.00</b>

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<sup>1</sup> Actual cost unknown

<sup>2</sup> Actual cost unknown

<sup>3</sup> Actual cost unknown

### 3. Responsibilities

Number	Description	Details	Date
1	Iken Village Hall	Insured by Iken Parish Council who are Trustees of the Village Hall. Requires full refurbishment, asbestos register maintained quarterly.	Quarterly
2	Land Surrounding Iken Village Hall	Grass cutting presently carried out by a volunteer.	As and when
5	Defibrillator	Monthly checks to ensure it is in working order and that batteries and pads are in date.	Monthly

Appendix 2: Pictures of Assets



*Asset 1 – Village Hall*



*Asset 2 – Land Surrounding Iken Village Hall*



*Asset 3 - Noticeboard*