

**NORTH HORSHAM PARISH COUNCIL
ASSET REGISTER
SUMMARY - MARCH 2020**

	GROSS TOTAL
	19/20
HTB	67,994
RMH	1,060,571
NHH	39,784
PLAY AREAS	164,074
STREET FURNITURE	46,307
TOTAL	1,378,730

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
NORTH HEATH HALL

NO.	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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BUILDINGS AND LAND

1	North Heath Hall, St Marks Lane, Horsham, RH12 5PU	1988	1	1,550,000	1,731,193		Replacement cost per DV - 09.08.2017
			1	1,550,000	1,731,193		

INTEGRAL FEATURES

A	Under Floor Heating system								
B	Gas Boiler	13.1.2010	3,839	4,500					
C	Light Fittings						See A15		
D	Toilets (x 5)								
E	Fitted Kitchen	12.3.2009	9,478	10,000			Replacement from original		
F	Fitted Kitchenette	9.7.2009	1,522	1,750			Replacement from original		
G	Floor Covering (vinyl)	2003	3,927	12,000					
H	Floor Covering (vinyl) - lower	28.7.2013	1	2,970			Replacement from original		
I	External Lighting								
J	Velux opening mechanism		1	866			Replaced with activators		
K	Stage								
L	Stage Storage Cupboards		500	500					
M	Floor covering	01.08.2015	9000	9000			Replacement for kitchen, hall and toilets		
			28,268	41,586					

BUILDINGS AND LAND

VAT at 20%

TOTALS

1	1,550,500		
	310,100		No VAT recoverable
1	1,860,600	1,731,193	

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020

NORTH HEATH HALL

NO.	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
A	FURNITURE, FIXTURES FITTINGS AND TENANT'S IMPROVEMENTS						
	FURNITURE						
1	Folding Tables (large)	25.4.2012	2,186	2,603			
1A	Folding Tables (small)	01.3.18	240	240			
2	Folding Chairs	21.7.2008	4,298	4,530			
3	Chair Trolleys	21.7.2008	660	751			
			7,384	8,124			
	FIXTURES AND FITTINGS						
4	Entrance Matting	N/K	1	500			
5	Waiting Bench	2001	127	250			
6	Window Curtains	2011	4,947	3,000			
			5075	3750			
	IMPROVEMENTS						
7	Noise Limiter System	1991	6,690	8,000			
8	Stage Lighting system	1991	1	0			7, 8 & 9 inclusive purchase cost
9	Sound system	1991	1	9,000			
10	Stage Curtains	2006	949	3,500			See A9
11	Partition Wall	17.8.2009	8,800	10,000			Replacement from original
12	Alarm system	2012	2,119	7,000			Alarm systems replaced - 2012
13	Roof Window Openers	17.12.2014	866	1,000			
14	Sound Speakers	12.04.2019	207	207			Replacement/See Disposals - NHH
15	Light fittings and tubes	01.03.20	990	990			Replaced old fittings in hall so can use LEDs
			20,623	39,697			
	CONTENTS (A)		33,082	51,571			
	VAT @ 20%			10,314			No VAT recoverable
	TOTAL CONTENTS (A)		33,082	61,885	67,981		

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
NORTH HEATH HALL

NO.	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
B	OTHER CONTENTS NOT SPECIFIED BELOW AND CONSUMABLE STOCK						
1	Coat Racks	N/K	0	0			Previously disposed of
2	Internal Signage	N/K	224	224			
3	Clocks	N/K	1	20			
4	Kettles	N/K	90	135			
5	Paper Towel Dispensers	N/K	1	60			
6	Kitchen Swing Bins	N/K	1	30			
7	Internal Notice Boards	1991	138	800			
8	Fire Blankets	1995	1	50			
9	External Notice Boards	10.2015	485	485			Replacement - see disposals
10	Henry Vacuum Cleaner	1.7.2001	86	80			
11	Crockery/Cutlery etc.	1.7.2001	377	675			
12	Numatic Floor Polisher	30.7.2004	0	0			See Disposals - NHH
13	Fire Extinguishers)	2006	827	900			
14	120L Nappy Bin	17.7.2006	78	300			
15	Numatic Floor Washer	5.3.2007	990	1,118			
16	Range Oven	2009	1,200	1,500			
17	Tea Urn	26.3.2009	148	160			
18	Free Standing Fridge	9.7.2009	168	260			
19	Dishwasher	6.8.2013	230	250			
20	Karcher Floor Polisher	28.1.2015	703	850			Replacement - see B12
20	Cleaning Hand Tools	Various	1	120			
21	Stored Cleaning Materials	Various	800	1,050			
22	Hygiene Bins 23L x 3	01.02.2020	108	108			Replaced supplied bins as not fit for purpose
23	Hand Sanitiser Dispenser (Wall)	25.02.20	45	45			
			6,702	9,220			

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
NORTH HEATH HALL**

NO.	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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CONTENTS (B)	6,702	9,220					
VAT @ 20%							No VAT recoverable - include in total
TOTAL CONTENTS (B)	6,702	11,064			10,715		

NET TOTALS	39,785	1,611,291					
VAT AT 20%							No VAT recoverable - include in total
GROSS TOTALS	39,785	1,933,550			1,809,889		

LESS DISPOSALS		1					
TOTAL		39,784					

- New items
- Disposals 19-20
- Insurance values to be checked

No disposals to 31st March 2018

No disposals to 31st March 2019

Disposals to 31st March 2020 shown on a separate sheet and accounted for in the 2020 figures.

* Further work required to complete these columns

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
NORTH HEATH HALL DISPOSALS**

	ITEM	DISPOSAL DATE	PROXY COST OR PURCHASE VALUE £	DISPOSAL PROCEEDS	NOTE
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2014/2015

B12	Numatic Floor Polisher	28.1.2015	340	0	End of working life. Include in 2016/17
			340		

2016/17

B9	External Notice Boards	10.2015	492	0	End of working life
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No disposals in financial year to 31st March 2018

No disposals in financial year to 31st March 2019

2019/20

A14	Speakers	12.04.19	1	0	Replaced. End of working life. Safe disposal.
C/A15	Light fittings	01.03.20	0	0	Replaced. End of working life. Safe disposal.
	TOTAL		1	0	

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
HOLBROOK TYTHE BARN

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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BUILDINGS AND LAND

1	Holbrook Tythe Barn, Pondtail Road, Horsham, RH12 5JF	17.11.1995		969,000	969,137		Replacement cost per DV - 09.08.2017 Refurbished - 2014
2	Car park	17.11.1995					Part sold to Horsham Bowls Club
3	Bowls Green	17.11.1995					Sold to Horsham Bowls Club - 2013
4	Multi Courts and Play Area			184,000			Replacement cost per DV - 09.08.2017
5	Open Space						
			1	1,153,000	969,137		

INTEGRAL FEATURES

A	Light Fittings - internal	N/K	1					
B	Floor Covering (vinyl)	N/K	1	9,000				
C	External Lighting	N/K	1					
D	Velux Opening System	N/K	1					
E	Gas boiler	7.12.2009	1,960	2,200				
F	Fitted Kitchen	1.8.2010	10,327	10,000				Fitted oven replaced 2012 (£150)
G	Fitted Kitchen (WR)	2014	1	1				Part of external refurbishment
H	Floor Covering (vinyl)	2016	7200	7200				Replaced 2016 - main hall, kitchen and toilet
I	Patio doors and windows	01.09.2016	11,138	11,138				Replaced 2016
J	New water heater	30.04.18	2036	2036				To supply main kitchen and toilets
			32,666	41,575				

BUILDINGS AND LAND

VAT at 20% (70%)

TOTALS

1	1,153,000		
	161,420		70% VAT not recoverable
1	1,314,420	939,137	

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
HOLBROOK TYTHE BARN

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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**A FURNITURE, FIXTURES
FITTINGS AND TENANT'S
IMPROVEMENTS**

FURNITURE

1	Folding tables (large)	22.4.2014	0	1,750		Replacements - see Disposals - HTB
1A	Folding tables (small)	01.03.18	240	240		
2	Folding chairs	22.4.2014	0	1,500		Replacements - see Disposals - HTB
2A	Arm Rest Chairs	01. 11.17	200	200		
			440	3,690		

FIXTURES AND FITTINGS

3	Benches/Hooks	N/K	0	0		See Disposals - HTB
4	Roller blinds (x 6)	2010	0	0		See Disposals - HTB
4A	Roller blinds (x2)	2016	528	528		Replacement cost 2016
5	External Awning	2010	3,191	4,000		
			3,719	4,528		

IMPROVEMENTS

6	Alarm system	N/K	2,119	7,000		Alarm systems replaced - 2010
7	Acoustic Panels (WR)	11.3.2015	3,047	5,000		
8	Hand Driers x 2	5.2018	310	310		
9	Extractor Fan	10.2019	138	138		
			5,614	12,448		

CONTENTS (A)
VAT @ 20% (70%)
TOTAL CONTENTS (A)

	9,773	20,666			
		2,893			70% VAT not recoverable
	9,773	23,559	21,038		

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
HOLBROOK TYTHE BARN

	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
B	OTHER CONTENTS NOT SPECIFIED BELOW AND CONSUMABLE STOCK						
1	Cleaning hand tools	N/K	1	100			
2	Soap Dispensers	N/K	1	180			
3	Electric Hand Driers	N/K	1	1,000			
4	Clocks	N/K	1	20			
5	Fire Blanket	N/K	1	25			
6	Internal signage	N/K	1	500			
7*	External Notice Board (road)	N/K	1	800			
8*	External Notice Board (road)	N/K	1	800			
9	Fire extinguishers	17.11.1995	654	460			
10	Noticeboards - internal	1995	90	150			
11*	External Notice Board (wall)	1996	0	0			See disposals - HTB
12	Crockery/Cutlery	1.7.2001	377	220			
13	Henry Vacuum cleaner	1.7.2001	85	80			
14	Floor cleaning machine	2011	992	1,000			
15	Temporary Shed for storage	28.11.2013	0	0			See Disposals - HTB
16	Assistance Ramp	17.11.2014	292	325			
17	Literature Display Holder	25.3.2015	143	175			
18	Picnic Tables	4.9.2014	600	750			
19	Stored Cleaning Materials	Various	500	750			
20	Height Barrier	03.08.18	3,950	3,950			
21	Handrail at front of building	15.08.18	600	600			
22	Nappy Bin	01.08.18	95	95			
23	Water Urn (x2)	01.01.20	105	105			
24	Kettle	15.07.19	12	12			
25	Hand Sanitiser Dispenser	28.02.20	45	45			

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
HOLBROOK TYTHE BARN**

CONTENTS (B)	8,548	12,142		
VAT @ 20% *		320		*All VAT recoverable - do not include
VAT @ 20% (70%)		1,476		70% VAT not recoverable - include in total
TOTAL CONTENTS (B)	8,548	13,618	6,587	

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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C	SPORTS EQUIPMENT					
1	Court Floodlights (x 4)	1996	10,452	10,000	10,000	MUGA
2	Multi Courts Fencing	1996	1	30,000	30,000	MUGS
3	Multi Courts Surface	1996	36,595	50,000	50,000	MUGA
4	Netball posts (x 2)	8.2.2007	0	0		See Disposals - HTB
5	Tennis posts (x 2)/winder	2009	0	0		See Disposals - HTB
6	Tennis nets (x 2)	2009	0	0		See Disposals - HTB
7	5-a-side football posts (x 4)	2009	2,258	3,000		MUGA-Replaced 2014
8	Football Nets (x 4)/fixings	Various	361	900		MUGA-Replaced 2014

CONTENTS (C)	49,667	93,900	6,912	
VAT @ 20% (85%)		15,963		Items under Category C Insurance only
TOTAL CONTENTS (C)	49,667	109,863	96,912	85% VAT not recoverable - include in total

D	TOOLS AND GARDENING EQUIPMENT					
1	Wheelbarrow	Various	0	0		See Disposals - HTB
2	Various small hand tools	Various	5	628		

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
HOLBROOK TYTHE BARN**

CONTENTS (D)	5	628		
VAT @ 20% (70% only)		88		70% VAT not recoverable
TOTAL CONTENTS (D)	5	716	2,325	

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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NET TOTALS	67,994	1,280,336				
VAT @ 20%		320				All VAT recoverable - not in total
VAT at 20% (70%)		165,877				70% VAT not recoverable - included in total
VAT @ 20% (85%)		15,963				85% VAT not recoverable - included in total
GROSS TOTALS	67,994	1,462,176	1,065,999			

- New items
- Disposals
- Insurance values to be checked

No disposals year ending 31st March 2020

* Further work required to complete these columns

**NORTH HORSHAM PARISH COUCIL ASSET REGISTER 2020
DISPOSALS - HOLBROOK TYTHE BARN**

	ITEM	DISPOSAL DATE	PROXY COST OR PURCHASE VALUE £	DISPOSAL PROCEEDS	NOTE
A3	Benches/Hooks	2013	1	0	Changing Rooms converted to new Hall. No useful life remaining
BUILDING AND LAND					
	Car Park	18.12.2013	0	0	Part sold to Horsham Bowls Club - by way of barter
	Bowls Green	18.12.2013	0	0	Part sold to Horsham Bowls Club - by way of barter
C4	2 Netball Posts	1.3.2014	462	0	Unable to sell - given away
			463	0	

2014/2015

A1	Tables (x 20)	22.4.2014	2140	0	Unable to sell/donate - disposed of
A2	Chairs (x 72)	22.4.2014	1547	0	Unable to sell/donate - disposed of
B15	Shed	July 2014	333	0	Poor condition unable to sell - given away as a donation.
C4	2 Netball Posts	July 2014	462	0	Poor condition unable to sell - given away as a donation.
C5	Tennis Posts	July 2014	556	0	Poor condition unable to sell - given away as a donation.
C6	Tennis Nets	July 2014	195	0	Poor condition unable to sell - given away as a donation.
			5,233	0	

2016/17

A4	Roller blinds (x 6)	40452	597	0	Unable to sell/donate - disposed of
			597		

2017/18

B11	External Notice Board (wall)	1996	591	0	Disposed off
D1	Wheelbarrow	Various	1	0	Disposed off
			593	0	

No disposals year ending 31st March 2019

No disposals year ending 31st March 2020

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
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BUILDING AND LAND

Roffey Millennium Hall, Crawley Road Horsham, RH12 4DT	2000	970,138	2,164,000	2,592,648		125-year Lease from HDC PWLB Loan Replacement cost per DV - 09.08.2017
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970,138	2,164,000	2,592,648
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INTEGRAL FEATURES

A	Heating/Water/AHU Plant					
B	Air conditioning Units (x 2)					
C	Light Fittings					
D	Toilets (x 6)					
E	Fitted Kitchens (x 3)					
F	Floor Covering in Halls (vinyl)		9,135			Replaced 2014
G	Floor Covering - other (vinyl)		2,390			Replaced 2014
H	Floor Covering - kitchens (vinyl)		2,700			Replaced 2014
I	Fire Escape					
J	Roof Access Ladder					
K	Lift					
L	External Lighting					
M	Telephone System					Replaced 2017 - see A33

14,225

BUILDING AND LAND

VAT at 20%						All VAT recoverable
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TOTALS	970,138	2,164,000	2,592,648
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NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
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A	FURNITURE, FIXTURES FITTINGS AND TENANT'S IMPROVEMENTS
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FURNITURE

1*	Hanging File Trolleys	N/K	0	0		2012	See Disposals - RMH
2	Roller Blinds	N/K	0	0			Disposed of - date unknown
3	Folding Tables (large)	2000	1	2,427			
3A	Folding Tables (small)	01.03.18	240	240			
4	Fixed Leg Chairs	2000	1	1,846			
5	Fixed Leg Tables	2000	1	2,625			
6	Flooring (carpet tiles)	2014	11,995	17,500			Replaced 2014
7	Free Standing Cookers (x2)	2000	875	940			
8	Free Standing Fridges (x 3)	2000	1	520	28.02.19		x1 disposed off. See disposals
9	Vertical Blinds (Arundel)	8.3.2002	133	400			
10	Curtains	19.12.2006	1,712	3,000			
11*	Office Desk/Hutch/Pedestal	12.3.2008	676	500			
12*	Sofa type seating and unit	12.3.2008	855	895			
13	Folding Chairs	21.7.2008	6,447	7,551			
14	Chair Trolleys (x 6)	21.7.2008	990	1,126			
15*	Bookcases - standard	9.2.2010	360	355			
16*	Cupboard Racking/Shelving	12.2.2010	882	1,000			
17	Vertical Blinds	2010	4,177	4,500			
18*	Lockable Cupboard	2012	149	160			
19*	Office Desks/Pedestals	Various	830	700			
20*	Office Chairs	Various	480	700			
21*	Office Tables	Various	435	648			
	Carry Forward		31,240	47,633			

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
A contd./brought forward		31,240	47,633			
22* Other Chairs	Various	480	512			
23* Miscellaneous Furniture	Various	1	300			
24* Metal Filing Cabinets	Various	0	0		2012	See Disposals RMH
24a Photocopier	2017	0	0	7,500		Leased
24b Free standing fridge	1.2019	130	130			
24c* Office Chairs x 2	3.2019	340	340			
24d* Small table trollies (x3)	11.2019	588	588			From s106 money
24e* Round tables (x6) in trolley	11.2019	1414	1414			From s106 money
		34,193	50,917			

IMPROVEMENTS

25 Air conditioning Units (x 1)	N/K	1	1,500			Internal
26 Partition Wall	2000	5,000	10,000			
27 Sound System	2000	5,000	9,000			
28 Acoustic Panels	2005	5,457	7,500			
29 Magnetic Door Closures	26.4.2007	1,371	1,550			
30 Air Conditioning Units (x 3)	19.1.2009	3,855	4,500			Internal
31 Alarm systems	2010	11,050	15,000			Alarm systems replaced - 2010
32 AC Unit Members Room (x1)	6.2016	998	998			
33 Telephone System	4.17	1953	1953			New system with 4 handsets purchased April 2017 - £1953
34 Hand Drier x 1	5.2018	155	155			
		34,840	52,156			

TOTAL CONTENTS (A)

VAT at 20%

VAT at 20% (37%) *

TOTALS

69,033

103,073

116,021

18,966

600

69,033

103,673

123,521

Contents under category A insurance only

ALL VAT recoverable - not included in total

37% not recoverable - include in total

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
B	OTHER CONTENTS NOT SPECIFIED BELOW AND CONSUMABLE STOCK						
1	Coat Racks (x 4)	N/K	1	740			
2*	Safe	N/K	1	1,800			
3	Internal Noticeboards	N/K	1	600			
4	Cordless Telephone Handset	10.04.17	61	61			
5	Waste Paper Bins	Various	1	100			
6	Coffee Machines	Various	1	1,000			
7	Kettles	Various	1	225			
8	Crockery/Cutlery	Various	1	900			
9	Paper Towel Dispensers (x 10)	Various	1	300			
10	Cleaning Hand Tools	Various	1	100			
11	Extension Leads (x 4)	Various	1	80			
12	Clocks	Various	70	110			
13	Fire Extinguishers	2000	1	1,665			
14	Fire Blankets (x 3)	2000	1	75			
15*	External Letter Box	2000	371	400			
16*	Leaflet Carousel	2001	107	147			
17	Internal Signage	6.4.2001	79	550			
18	Tea Trolleys	14.5.2001	145	240			
19	Tea Urns	14.5.2001	180	480			
20	Numatic Floor Washer	29.2.2004	740	1,125			
21*	External Noticeboard (x 1)	2005	550	700			
22	Numatic Floor Polisher	9.12.2005	700	800			
23	Henry Vacuum Cleaner	31.1.2006	140	120			
24	Numatic Cleaning Trolley	11.4.2006	146	300			
	Carry Forward		3,301	12,618			

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

	DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE	DISPOSAL DATE	NOTE
					31.03.2020		
	B contd./brought forward		3,301	12,618			
25	Hot Water Jugs (x 3)	14.6.2006	84	90			
26	Baby Changing Unit (x 2)	17.7.2006	370	300			
27	50L Nappy Bin (x 3)	17.7.2006	254	225			
28*	Framed scenic prints (x 6)	13.6.2007	282	350			
29	Convector Heaters (x 2)	2010	100	100			
30	Karcher Power Washer	2010	275	350			
31	Hose and Reel	2010	60	75			
32*	Table Top Display Boards	10.3.2011	300	600			
33*	Table Top Display Boards	14.5.2012	182	210			
34	Vax Carpet Cleaner	25.5.2012	280	300			
35	Hand held Steam Cleaner	11.12.2012	0	0		2013	See Disposals RMH. Believed stolen
36	Free standing Dishwasher	20.6.2013	150	175			
37*	CD Players x 2 (public)	15.5.2014	210	250			
38	Free standing Dishwasher	12.11.2014	180	180			
39*	Pop Up Advert Display	19.3.2015	105	130			
40*	Table Top Display Boards	25.3.2015	120	150			
41	Stored Refreshments	Various	500	250			
42*	Stored Stationery	Various	1,500	2,180			
43	Stored Cleaning Materials	Various	1,000	1,250			
44	Defibrillator	01.03.2019	1,000	1,000	1,030		Replacement - original believed stolen
45	George Vacuum Cleaner	31.08.18	209	209			
46	Coffee jugs x 4	28.02.19	68	68			
47	Water jugs x 4	28.02.19	125	125			
48	Tea pots x 4	28.02.19	53	53			
49	Additional Crockery (est)	28.02.19	200	31			
50	Fans (x3)	01.07.19	63	63			
51	Beverage Station	01.04.19	37	37			
52	Kettle	01.11.19	13	13			
50	Hand Sanitiser Dispenser	28.02.20	45	45			

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

51	Urns (x3)	01.03.20	141	141					
	TOTAL CONTENTS (B)		11,207	21,568	18,623	Items under Category B insurance only			
	VAT at 20%			2,930		All VAT recoverable - do not include in total			
	VAT at 20% (37%) *			512		37% not recoverable - include in total			
	TOTALS		11,207	22,080	19,653				

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
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C	COMPUTER AND OFFICE EQUIPMENT					
1	HP Scanjet scanner	N/K	0	0		2018 See Disposals RMH
2	ABC Docuseal laminator	18.9.2001	89	200		
3	HP laserjet printers (x 1)	2006	175	180		2018 See Disposals RMH x 2 . Kept 1
4	Fellowes Shredder	1.4.2008	150	200		
5	Siemens Monitors (x2)	16.7.2008	234	300		2 Kept from older computers (CC,AC)
6	HP colour laserjet printer	16.7.2008	0	0		2015 See Disposals RMH
7	Brother A3 deskjet printer	18.11.2009	0	0		2018 See Disposals RMH
8	Samsung laptop (PM)	1.6.2010	0	0	Unknown	Missing assumed previously dsiposed off
9	Lenovo Computers (x 3)	22.3.2012	1,023	1,500		C,CC,AC
10	BenQ Monitor (x 1)	1.5.2012	97	120		C
11	Sony Digital camera	15.8.2012	127	150		
12	Samsung laptop (PC)	6.12.2012	336	400		FG
13	MultiMedia Projector (office)	26.11.2013	347	400		
14	QNAP Network Storage	20.12.2013	291	291		
15	Fujitsu laptop (PM)	10.6.2014	319	350		DC
16	HP Colour Printer	1.3.2015	533	585		CC
17	Tower & Monitors (Members Room)	01.03.2016	428	428		
18	Iiyama Monitors (2)	Varios	200	200		C,FO
19	Lenovo Carbon Laptop	12.2017	350	350		FO
20	CCTV	2.2017	1,410	1,410		
TOTAL CONTENTS (C)			6,109	7,064	6,000	

TOTAL CONTENTS (C)	6,109	7,064	
VAT at 20% (37%)		523	37% not recoverable - include in total
TOTALS	6,109	7,587	6,000

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
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D	TVs, AUDIO-VISUAL ITEMS AND TOOLS
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1	TV/Video (x 1)	2001	0	0		2014	See Disposals RMH
2	Recording Equipment	2003	0	0		2014	See Disposals RMH
3	Multimedia Projector (public)	27.6.2006	490	400			
4	Flip Chart Stands (x 4)	6.3.2007	330	300			
5	Projector Screens (x 2)	23.9.2009	320	384			
6	Litter Wardens Cart	18.8.2009	551	800			
7	Whiteboards (x 2)	10.12.2009	214	242			
8	Projector Screens Fixed (x 4)	26.11.2013	247	300			
9	Projector Screens (x 2)	25.4.2014	172	200			
10	Digital Recorder	01.12.18	22	22			
11	Multimedia Projector (public)	22.03.19	349	349			
12	Projector Screen	3.19	90	90			
13	Lift Prop	01.09.19	648	648			H&S requirement
TOTAL CONTENTS (D)			3,433	3,735	2,019		

TOTAL CONTENTS (D)	3,433	3,735
VAT at 20%		747
TOTALS	3,433	3,735

3,433	3,735	2,019
3,433	3,735	2,019

All VAT recoverable - do not include in total

G	CIVIC REGALIA
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1	Union Flag	N/K	1	85			
2	Chairman's Chain of Office	1990	319	500	500		
3	Mallet and striking plate	2002	31	75			
4	Year of Culture Flag	01.01.19	50	50			
5	Silent Soldiers x 2	01.08.18	250	250			
TOTAL CONTENTS (G)			651	960	500		

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
ROFFEY MILLENNIUM HALL**

C/F	TOTAL CONTENTS (G)	651	960	0	Items insured in Category G only
	VAT at 20%		192		All VAT recoverable - do not include in total
	TOTALS	651	960	500	

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020	DISPOSAL DATE	NOTE
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NET TOTALS	1,060,571	2,302,035				
VAT AT 20%		455,635				All VAT recoverable - do not include in total
VAT at 20% (37%)		1,635				37% not recoverable - include in total
GROSS TOTALS	1,060,571	2,303,670		2,744,341		

 New items

 Insurance values to be checked

* Further work required to complete these columns

No disposals in financial year to 31st March 2020

DISPOSALS - ROFFEY MILLENNIUM HALL

	ITEM	DISPOSAL DATE	PROXY COST OR PURCHASE VALUE £	DISPOSAL PROCEEDS £	NOTE
A24	4 x Metal Filing Cabinets	2012	189	0	Surplus to requirements. Donated to other organisations
A1	1 x Hanging File Trolley	2012	50	0	Surplus to requirements. Donated to other organisations
C	Siemens Computers (x 3)	2012	1	0	End of working life. Secure disposal
C	Siemens Monitors (x 1)	2012	120	0	End of working life. Safe disposal
C	Logitech keyboards (x 3)	2012	1	0	End of working life. Safe disposal
C	Fujitsu laptop	2012	1	0	End of working life. Secure disposal
C	HP Digital camera	2012	1	0	End of working life. Safe disposal
D	OHP Projectors/Trolleys (x 2)	2012	1	0	End of working life.
B35	Hand held Steamer	2013	50	0	Believed stolen. To be replaced
			414	0	

2014/2015

DI	TV/Video (x 1)	2014	661	0	End of working life. Safe disposal
D2	Recording equipment	7.5.2014	750	0	Proceeds of £75 donated to Age UK Horsham
C6	HP Colour Printer	1.3.2015	377	0	End of working life. Safe disposal
			1,788	0	

2017/2018

C1	HP Scanjet scanner	1.2018	1	0	End of working life. Safe disposal
C3	HP laserjet printers (x 2)	1.2018	175	0	End of working life. Safe disposal
C7	Brother A3 deskjet printer	1.2018	220	0	End of working life. Safe disposal
			396	0	

2018/19

A8	Free standing fridge	28.02.19	1	0	End of working life. Safe disposal of one fridge.
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No disposals in financial year to 31st March 2020

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
PLAY AREAS AND OPEN SPACES**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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AMBERLEY CLOSE

1	Cradle Swings	May 2005	1,251	1,835		
2	Junior Swings	May 2005	1,095	1,606		
3	Junior Multi Play Unit	May 2005	12,974	19,030		
4	Toddler Multi Play Unit	May 2005	5,915	8,676		
5	Cone Climber	May 2005	2,695	3,953		
6	Spinner	May 2005	843	1,236		
7	Springer	May 2005	1,293	1,896		
8	Adventure Trail (x 5)	May 2005	2,083	3,055	5,854	Insured item
9	Game Panels	May 2005	3,467	5,085		
10	Delivery/Installation	May 2005	8,615	12,636		
11	Safety Surfacing	May 2005	7,500	11,000		
12	Seats	Sept. 2005	498	730		
13	Litter Bins	May 2005	176	258		
14	Fencing/Gates	28.9.2005	839	1,230		
15	Signage	2005	228	334		
			49,472	72,560	5,854	

**AMBERLEY CLOSE
RECREATION AREA**

1	Basket Ball Hoop	NK	350	394		
2	Goal Posts	NK	600	675		
			950	1,069	0	

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
PLAY AREAS AND OPEN SPACES**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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BIRCHES ROAD

1	Junior Multi Play Unit	June 2004	11,325	15,827		
2	Toddler Multi Play Unit	June 2004	3,230	4,514		
3	Roundabout	June 2004	1,900	2,655		
4	Adventure Trail	June 2004	3,080	4,304		
5	Ancillary Costs	June 2004	1,000	1,397		
6	Delivery/Installation	June 2004	4,294	6,001		
7	Safety Surfacing	June 2004	12,900	18,028		
8	Fencing/Gates	June 2004	1	**8000		Reused from another area. R'ment cost is
9	Litter Bins	June 2004	300	419		
10	Signage	June 2004	154	215		
11	Seats	1.9.2005	498	680		
12	Mixed Swing Set	20.9.2013	3,723	4,038		Replacement of original
			42,405	58,078	0	

1						
2	EARLES MEADOW					
3	Mixed Swing Set	N/K	1,100	1,317		
4	Seats (x 1)	N/K	1	680		
5	Fencing/Gate	N/K	1	1,000		
6	Litter Bin (x 1)	1.8.2001	252	409		
7	Signage	2005	229	336		
8	Toddler Multi Play Unit	2011	6,460	7,734		Replacement of original
9	Ancillary Costs	2011	1	1,000		
	Delivery/Installation	2011	1	3,000		
	Safety Surfacing	31.10.2012	2,143	2,486		
			10,188	17,962	0	

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
PLAY AREAS AND OPEN SPACES**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.19	DISPOSAL DATE	NOTE
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HOLBROOK TYTHE BARN

1	Picnic Tables	N/K	1	1,000			Previously disposed of
2	Litter Bin x 1	N/K	379	496.00			Replacement for wooden litter bin
3	Signage	N/K	460	602.00			
4	Junior Swing Set	14.3.2008	1,213	1,590.00			
5	Cradle Swing Set	14.3.2008	1,386	1,816			
6	Delivery/Installation etc	14.3.2008	938	1,229			
7	Safety Surfacing	Various	1	6,000			
8	Zip Line	2011	8,000	9,577	10,537		Insured item
9	Spinner	2011	2,000	2,394			
10	Delivery/Installation etc	2011	1,000	1197			
11	Toddler Multi Play Unit	1.4.2012	3,798	4,405			
12	Junior Multi Play Unit	1.4.2012	11,255	13,055			
13	Delivery/Installation etc	1.4.2012	2,132	2,473			
14	Safety Surfacing	Various	15,000	15000			Estimated cost over time
15	Fencing/Gates	1.4.2012	11,280	13084			
16	0 and X Panel	29.8.2012	533	618			Additional item
17	Seats (x 2)	12.7.2013	1,150	1295			Replacement for wooden seats
			60,526	75,831	10,537		

For Play Areas replacement costs see separate document : Replacement Costs and Time Frames 2018-19.
The replacement costs shown in the Asset Register have been taken from there.



**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2020
PLAY AREAS AND OPEN SPACES**

HOLBROOK TYTHE BARN OPEN SPACE RECREATION AREA									
1	Goal Posts	27.06.17	300	300	0				
2	Goal Post	01.12.19	233	233					
			533	533	0				

NET TOTALS	164,074	226,033	16,391	
VAT AT 20%		45,207		All VAT recoverable - do not include
GROSS TOTALS	164,074	226,033	16,391	

*Further work required to complete these columns

No disposals in financial year to 31st March 2018
No disposals in financial year to 31st March 2019
No disposals in financial year to 31st March 2020

 New items
 Insurance values to be checked

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2019-20
STREET FURNITURE**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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BUS SHELTERS

1	North Heath Lane(Blenheim Way)	1983	2,492	3,750		Replaced 2007
2	Lambs Farm Road (Greenfields Rd)	1994	3,264	3,750		
3	Church Road	13.7.2004	3,264	3,750		
4	Lambs Farm Road (Rusper Rd)	18.11.2004	0	0		See Disposals
5	Lambs Farm Rd (Southdown Cl.)	18.11.2004	0	0		See Disposals
6	Manor Fields	18.11.2004	3,510	3,750		
7	North Heath Lane (Coltsfoot Dve)	21.2.2007	3,067	3,750		
8	North Heath Lane (Amundsen Rd)	21.2.2007	3,067	3,750		
9	Jackdaw Lane	21.2.2007	2,719	3,750		
10	Crawley Road	22.11.2007	3,112	3,750		
11	Perch Seat for (5) above	1.8.2013	99	100		
12	Bartholomew Way	2008	1	5,500		
13	Seat for 3 above	11.2018	279	279		
			24,874	35,879	0	

STREET LIGHTS

1	Amundsen Road (x 6)	N/K	1	650		
2	Cook Road (x 10)	N/K	1	650		
3	Peary Close (x 3)	N/K	1	650		
4	Pixies Hollow (x 1)	N/K	0	0		Passed to WSCC
5	St Marks Lane (x 4)	N/K	1	650		
6	Cottingham Avenue (x 1)	N/K	1	650		
7	Giblets Lane (x 1)	N/K	1	650		
8	Heather Close (x 1)	N/K	1	650		
			7	4,550	0	

NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2019-20
STREET FURNITURE

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
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ROADSIDE SEATS

1	Roffey Corner (x 1)	N/K	1	800		
2	Rusper Road/Kings Road (x 1)	24.10.2010	395	500		
			396	1,300	0	

OTHER SEATS

1	Birches Road (x 1)	N/K	1	800		
2	Picnic Tables (x 1) - HTB	N/K	0	0		Disposed of - date unknown
3	Picnic Tables (x 2) - NHH		1	0		
4	Amberley Close - commemorative	17.12.2001	471	800		
5	Amberley Close Open Space (x 2)	2007	1,116	1,600		
6	Octagonal Picnic Tables (x 3)	4.9.2014	600	900		
			2,189	4,100	0	

NOTICEBOARDS

1	Coltsfoot Drive	N/K	563	550		
2	Bartholomew Way	01.10.2015	365	365		Replaced - see disposals
3	Lambs Farm Road (Shops)	12.10.2005	563	750		
4	Church Road	01.10.2015	365	365		Replaced - see disposals
5	North Heath Lane (R'side Walk)	01.10.2015	598	598		Replaced - see disposals
6	Roundel - Crawley Road	10.7.2008	4,238	5000	5,854	Insured item
7	Godwin Way	25.1.2010	1,046	1,046		
			7,738	8,674	5,854	

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTER 2019-20
STREET FURNITURE**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020	INSURED VALUE 31.03.20	DISPOSAL DATE	NOTE
OTHER ITEMS						
1	Earles Meadow Boardwalks	N/K	1	20,000	21,430	Insured item
2	Roadside Sign - HTB	N/K	1	500		
3	Fencing - Harwood Rd allotments	2001	1,609	8,000		
4	Handrail - Manor Fields	1.8.2003	713	0		
5	Flagpole	2003	593	500		
6	Butterworth Seat Memorial Plaque	2007	97	4,000		
7	Scaffold Tower	7.10.2011	1,955	2,225		
8	Salt Bins (x 3) and locks	8.11.2012	484	600		
9	Sack Barrow	14.5.2012	53	60		
10	Information Stone - Earles Meadow	18.10.2013	1700	500		
11	Telescopic Ladder	7.6.2013	0	0		See disposals
12	Street Light Counter Balance	22.8.2013	1,285	1,500		
13	Safety Harnesses (2)	24.10.2013	140	175		
14	Manual Salt Spreader	8.11.2013	986	1,200		
15	PA Testing equipment	21.1.2014	649	649		
16	Stihl Leaf Blower	29.8.2014	0	0		See disposals
17	Small Litter Warden Trolley	10.12.2014	239	350		
18	Bosch Leaf Blower	21.11.18	200	200		Replacement see 16
19	Bollards (various)	Various	350	350		
20	Cycle Racks x 2	25.10.19	48	48		Fitzallen Road
			11,103	40,857	21,430	

NET TOTALS
VAT at 20%

46,307	95,360	
	19,072	
46,307	114,432	27,284

All VAT recoverable

■ New items 19-20
■ Insurance values to be checked

No disposals in financial year to 31st March 2020.

* Further work required to complete these columns

	ITEM	DISPOSAL DATE	PROXY COST OR PURCHASE VALUE £	DISPOSAL PROCEEDS	NOTE
	BUS SHELTERS				
6	Lambs Farm Road (Rusper Road)	2011	3510	0	Vandalised. No insurance claim made
7	Lambs Farm Rd (Southdown Cl.)	18.12.2013	2504	0	Vandalised. Donated to Findon PC
			6014	0	

2016/17

OTHER ITEMS

11	Telescopic Ladder	7.6.2013	75	0	Disappeared.	Included in 2016/17
16	Stihl Leaf Blower	29.8.2014	371	0	Disappeared.	Included in 2016/17

NOTICEBOARDS

2	Bartholomew Way	12.10.2005	685	0	Disposed of.	Included in 2016/17
4	Church Road	2007	849	0	Disposed of.	Included in 2016/17
5	North Heath Lane (R'side Walk)	2007	938	0	Disposed of.	Included in 2016/17
			2,918	0		

No disposals in financial year to 31st March 2018

No disposals in financial year to 31st March 2019

No disposals in financial year to 31st March 2020

**NORTH HORSHAM PARISH COUNCIL ASSET REGISTR 2020
LAND HOLDINGS**

DESCRIPTION	DATE ACQUIRED	PROXY COST OR PURCHASE VALUE £	REPLACEMENT COST 2020*	INSURED VALUE 31.03.2020*	DISPOSAL DATE	NOTE
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LAND						
1	Birches Road	N/K	1			Community Land
2	Heath Way	1976	0*			Community Land --not NHPC*
3	Amberley Close	1980	1			Community Land - includes allotments
4	North Heath Hall	1989	1			Not building
5	Holbrook Tythe Barn	1995	1			Not building/multi courts/play area
6	Earles Meadow	1998	1			Community Land - 13 acres
7	Pixies Hollow	1990	1			Land along part length BW 1583
			6	0	0	

* further work required to complete these columns.

No disposals in financial year to 31st March 2020

* In 2018 it was confirmed by HDC that they own this land, not NHPC as thought previously.