

**Looe Town Council Asset Register 2020-21**

ITEM	DATE OF ACQUISITION	DISPOSAL DATE	DETAILS ACQUISITION/DISPOSAL/ ADJUSTMENT	Value @ 31/3/2021	INCREASE	DECREASE	Value @ 31/3/2022	MARKET VALUE/ REPLACEMENT	DATE OF VALUATION	LOCATION	RESPONSIBILITY	USAGE	USAGE CHARGES/ RENTAL
<b>Chains of Office:</b>													
Mayor	1974			8,525.00			8,525.00	revaluation 07/2021 £16,375	2021	with Mayor	Mayor	Civic Events	N/A
Mayoress	1974			296.00			296.00	revaluation 07/2021 £950	2021	with Mayoress	Mayoress	Civic Events	N/A
Deputy Mayor	Unknown			296.00			296.00	revaluation 07/2021 £825	2021	with Deputy Mayoress	Deputy Mayoress	Civic Events	N/A
Deputy Mayoress	Unknown			296.00			296.00	revaluation 07/2021 £395	2021	with Deputy Mayoress's consort	Deputy Mayoress	Civic Events	N/A
<b>Town Crier:</b>													
Bell	1986		Donated	1.00			1.00		N/A	TC Office	Town Clerk	Civic/Town Events	N/A
Staff	1986		Donated	1.00			1.00		N/A	TC Office	Town Clerk	Civic/Town Events	N/A
<b>Paintings:</b>													
Cromwell's First Appearance	Unknown			35,000.00			35,000.00		2012	Council Chamber	Town Clerk	Display	N/A
Major Peter	Unknown		-£240.00	0.00			0.00		2005	Council Chamber	Town Clerk	Display	N/A
Polvellan House	Unknown			50.00			50.00		1997	TC Office	Town Clerk	Display	N/A
The Queen	2017		Donated	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
Boats Moored Up	2017		Donated	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
Looe Bridge	2016		Donated	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"Jessica"	1997			50.00			50.00		1997	Council Chamber	Town Clerk	Display	N/A
Photo of the Queen	Unknown		disposed	130.00		130.00	0.00		2012	Council Chamber	Town Clerk	Display	N/A
Aerial photo of Looe	Unknown			30.00			30.00		1997	Council Chamber	Town Clerk	Display	N/A
HMS Cornwall	Unknown			30.00			30.00		1997	Council Chamber	Town Clerk	Display	N/A
Twinning Charter	Unknown			75.00			75.00		1997	Council Chamber	Town Clerk	Display	N/A
Ashley Mallott x 3	Unknown			200.00			200.00		1997	Council Chamber	Town Clerk	Display	N/A
20th Anniversaire du Jumelage Loee Quiberon 1976-1996	Unknown		Donated	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
Ron Overd painting	Unknown		£1.00	1.00			1.00		N/A				
<b>Water Colours by Derrick J Worton:</b>													
St Michaels Mount (Battleship Wreck "Warsprite" 1995	2017		Gifted	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"Sunrise Bay circa 1960	2017		Gifted	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"The Bay" circa 1957	2017		Gifted	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"Porthleven" Cornwall 1957	2017		Gifted	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"Sennen Cove" Cornwall 1955	2017		Gifted	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"Marazion" Cornwall 1955	2017		Gifted	1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
"St Mawes Castle" Cornwall 1955	2017			1.00			1.00		N/A	TC Office	Town Clerk	Display	N/A
<b>Fixtures and Fittings:</b>													
3 x Handmade light fittings	Unknown			750.00		750.00	0.00		N/A	Council Chamber	Town Clerk	Lighting	N/A
Honour board x3	2017		-£150.00	75.00			75.00		2017	Council Chamber	Town Clerk	Display	N/A
Cupboards, shelving, filing cabinets	1974 onwards			1,500.00		1,500.00	0.00		N/A	Office/TIC	Town Clerk	Office usage	N/A
Finance Cupboards x2	2020			654.00			654.00		N/A	RFO office	Town Clerk/RFO	Financial storage	N/A
Chamber Cupboards	2020			380.00			380.00		N/A	Council Chamber	Town Clerk	Storage	N/A
9 x Notice Boards and 4 x Town Maps	2017/18			5,400.00			5,400.00		N/A	Town Locations various	Deputy Clerk	Official/ Information Notices	N/A
Fingerposts	Unknown			4,000.00			4,000.00		N/A	Various Town Locations	Town Clerk	Signs	N/A
<b>Furniture:</b>													
7 x desks	Unknown			1,100.00			1,100.00	replacement value	N/A	Office/TIC	Town Clerk	Office usage	N/A
4 X conference desks	2019			780.00			780.00	cost	N/A	Council Chamber	Town Clerk	Meetings	N/A
4x grey chairs, 3x soft office chairs & 12 x red conference chairs	Unknown		1 office chair disposed	600.00		30.00	600.00	replacement value	N/A	Office	Town Clerk	Office/meetings	N/A
5 x Library primary stools	Jul-20			560.00			560.00						
20 x blue Conference chairs - now 19	2019		1 blue chair disposed	545.00		27.25	517.75	cost	N/A	Council Chamber	Town Clerk	Meetings	N/A
8 x High back office chairs	Jun-20			473.00			473.00						
<b>Equipment:</b>													
Photocopier, printer	2014			2,000.00		2,000.00	0.00	replacement value	N/A	Office	Town Clerk	Office	N/A
Scanner	2014			100.00			100.00						
Safe	Unknown			250.00			250.00	replacement value	N/A	Office	Town Clerk	Security for money	N/A
Document shredder & Filing Cabinets	Unknown			125.00			125.00	replacement value	N/A	Office	Town Clerk	Office business	N/A
Gullotine				75.00			75.00						
minute binder	Nov-20			81.00		81.00	0.00						
6 x Telephones	Unknown			200.00			200.00	replacement value					
3 x folding tables	Unknown			50.00			50.00	replacement value	N/A	Office	Town Clerk	meetings	N/A
Fridge	2019			200.00			200.00	replacement value	N/A	Kitchen	Town Clerk	Office	N/A
Fridge	2021			103.00			103.00			cleaners	deputy clerk		

**Looe Town Council Asset Register 2020-21**

Microwaves	2019/2021		70.00	30.00	35.00	65.00			Staff rooms x2	Staff	Staff	N/A
Council Chamber Clock	Unknown	-£150.00	0.00			0.00	replacement value	N/A	Council Chamber	Town Clerk	Display	N/A
Salt Bins x 2	2015 onwards 2x bins		310.00			310.00	replacement value	N/A	East Cliff & Darloe Lane	Deputy Clerk	Public safety	N/A
Signage x 52	Unknown		1,820.00			1,820.00	replacement value	N/A	Town locations various	Deputy Clerk	Public information	N/A
Pressure washer	Feb-21		92.00			92.00				Maintenance		N/A
Ripagreen weed control	Jan-22			2,005.00		2,005.00				deputy clerk		N/A
General sundries and office equipment	Ongoing as needed		1,494.00			1,494.00	replacement value	N/A	Office	Town Clerk	Office	N/A
Data safe	2004		400.00		400.00	0.00						
IT hardware Synology DS 220	Dec-21			545.00		545.00	replacement value	N/A	Office	Town Clerk		N/A
CCTV System and 9 cameras	2008-2020		32,500.00			32,500.00	replacement value	N/A	Town locations E Looe only	Deputy Clerk	Public safety	N/A
Bus Shelters x 2	2016/2018		11,000.00			11,000.00	replacement value	N/A	Sunrising and Hannafore	Deputy Clerk	Public use	N/A
Car park Barrier and console	2015		2,990.00			2,990.00	replacement value	N/A	Station Road	Deputy Clerk	Public use/permit holders	£2000 income
Street benches x 75	devolved 2021 from CC		35,000.00			35,000.00	replacement value			deputy clerk		
Computers x 5	2016/2019		2,242.00		2,242.00	0.00	replacement value/cost	N/A	Office	Town Clerk	Office	N/A
Lenovo computers x2	2019		566.00			566.00	Trev, Micheala				Staff	N/A
laptop computers x1	2016-2019		400.00		400.00	0.00					Staff	N/A
Laptop x1	2019		690.00			690.00					Staff	N/A
Dell inspiron 14" laptops x 4 including monitors/keyboards/webcams/adaptors	Mar-21		3,780.00			3,780.00	Kate, Karen,Fiona, Lucy				Staff	N/A
Samsung Tablet x1	2019		180.00			180.00		N/A	Office	Town Clerk	Officers/councillors	N/A
Epos till system and ancillaries	2018		3,150.00		3,150.00	0.00	replacement value	N/A	TIC	Town Clerk	TIC sales/stock control etc	N/A
Dell Vostro 3510 laptops 15.6" display x2	Dec-21			1,167.00		1,167.00	Mel,Community Hub					N/A
PA System	2018		2,000.00			2,000.00	replacement value	N/A	Storage	Deputy Clerk	Public events	N/A
Projectors x 2	2017		600.00			600.00	replacement value	N/A	Office	Town Clerk	Public meetings	N/A
Overhead projector and screen	2019		2,000.00			2,000.00	replacement value	N/A	Office	Town Clerk	Council meetings	N/A
VIC Pop Up trailer	Ownership under review		850.00			850.00		2019	Library carpark	Town Clerk	VIC events	N/A
Cups for BSAF		£5,624.00	5,624.00			5,624.00	insured by BSAF renewal Sept 22	2017	various	Deputy clerk	BSAF annual awards	N/A
<b>Land &amp; Buildings Owned:</b>												
Mariners Garden	2007		1.00			1.00		N/A	Station Road	Deputy Clerk	Public use	N/A
2 Polkirt Arcade	2014		39,250.00			39,250.00	revalued £65,000 03.2021	2021	Higher Market Street	Deputy Clerk	Dog grooming	£6,500 income
Public Conveniences x 3	2015		3.00			3.00	Insurance Valuation (rebuild cost £415,137)	Jan-19	Hannafore & West Looe/Quay Road & Millpool	Deputy Clerk	Public Use	N/A
West Looe store -formally gents toilets	2015	£1.00	1.00			1.00		Jan-19	Rear of Ellies Haven	Deputy Clerk	Storage	N/A
Library/Information Service and land	29.03.2019		1.00			1.00	Valuation report 2017 - 240,000 market value	Mar-17	Millpool	Town Clerk/ Deputy Clerk	Public use	N/A
Land known as "Sonia's Cafe"	29.03.2019		1.00			1.00	Valuation report 2017 - 80,000 market value	Mar-17	Millpool	Town Clerk/ Deputy Clerk	To be determined	N/A
Land on which the Millpool Centre stands	29.03.2019		1.00			1.00	Valuation report 2017 - £21,000 market value	Mar-17	Millpool	Town Clerk/ Deputy Clerk	Community Centre	£50 income
Vet's (Old) Building and land	29.03.2019		1.00			1.00	Valuation report - £80,000 market value	Mar-17	Millpool	Town Clerk/ Deputy Clerk	Veterinary services	£5,200 annual income
6 x car park spaces - Millpool	29.03.2019		1.00			1.00		N/A	Millpool, West Looe	Deputy Clerk	Library use only	N/A
<b>Leased:</b>												
Photocopier	2021		0.00	12,950.00		12,950.00	replacement value confirmed AIS	2022	Office	Town Clerk	Office	N/A
West Looe Downs Store	2009		1.00			1.00	CC ownership	N/A	Downs Road, West Looe	Deputy Clerk	Storage	N/A
Guildhall toilets	2015	£1.00	1.00			1.00	LHC ownership			Deputy Clerk	Public Use	
Seafront Public Conveniences	2015		1.00			1.00	LHC ownership	N/A	Seafront, East Looe	Deputy Clerk	Public Use	N/A
Health Centre Patients Car Park (5 year lease)	2014		2,000.00			2,000.00	CC ownership	N/A	Station Road, East Looe	Deputy Clerk	Public permit holders	N/A

**Looe Town Council Asset Register 2020-21**

Allotment site (20 year lease)	2014			2,000.00			2,000.00	Dioses Truro	N/A	St Martins Road, East Looe	Deputy Clerk	Allotments	£2450 income per year
Bus shelter land x 2 (99 year lease)	2016/2018			2.00			2.00	CC ownership of land	N/A	Hannafore and Barbican Road	Deputy Clerk	Public use - bus stops	N/A
<b>TOTALS</b>			<b>£5,087.00</b>	<b>£216,016.00</b>	<b>£16,697.00</b>	<b>£10,745.25</b>	<b>£221,997.75</b>						
<b>TOTAL ASSETS</b>			<b>£210,929 - Restated value 2020-21</b>	<b>£216,016.00</b>			<b>£221,967.75</b>						