

Asset Register 2017/18

Description	Notice board	Iron Seat	Filing Cabinet
Location	Entrance to Coughton CoE School	Bus stop adjacent to Coughton Cross	109 St Mary's Road, CV37 6TL
Date Acquired	Unknown (minutes archive not yet digitised)	Unknown (minutes archive not yet digitised)	2011
Value	£350.00	£300.00	£200.00
Custodian	Coughton Parish Council	Coughton Parish Council	Karen Parnell (previous Clerk)
Risks/Strategies	Weather, accidental or malicious damage: Regularly inspected & maintained & covered by insurance	Weather, accidental or malicious damage: Regularly inspected & maintained & covered by insurance	Accidental or malicious damage: covered by insurance
Disposal			End of life/suplus to requirement: April 2017 - remained in situ with outgoing Clerk

Description	Laptop	Scanner	Laptop bag	WIFI Mouse
Location	37 Westbourne, WR11 7PT	38 Westbourne, WR11 7PT	39 Westbourne, WR11 7PT	40 Westbourne, WR11 7PT
Date Acquired	10/01/2018	11/01/2018	12/01/2018	13/01/2018
Value	£412.00	£75.00	£16.00	£17.00
Custodian	Joy Pegrum (Clerk)	Joy Pegrum (Clerk)	Joy Pegrum (Clerk)	Joy Pegrum (Clerk)
Risks/Strategies	Loss, Malfunction; Accidental damage: Covered by 12m warranty and Insurance	Loss, Malfunction; Accidental damage: Covered by 12m warranty and Insurance	Loss, Malfunction; Accidental damage: Covered by 12m warranty and Insurance	Loss, Malfunction; Accidental damage: Covered by 12m warranty and Insurance
Disposal				