

1) Scrayingham Parish Council - Rolling Register of Assets - July 2014

Last Update: Phil Jones, 22/07/2014

Item	Cost	Value	Notes	Date on which Became Parish Council Asset
Village Notice Board (Scrayingham)	£0.00	£300.00	Donation from Shepherd Construction Ltd	01/11//2010
Village Notice Board (Leppington)	£60.00	£0.00	Constructed by Les Allen 01/04/2005	Replaced and disposed of 20/07/2014
Village Notice Board (Leppington)	£0.00	£300.00	Donation from Shepherd Construction Ltd	20/07/2014
Neighbourhood Watch Sign (Leppington - North)	£14.00	£0.00		01/09/2005
Neighbourhood Watch Sign (Leppington - South)	£14.00	£0.00		01/09/2005
Neighbourhood Watch Sign (Scrayingham)	£14.00	£0.00		01/09/2005
Telephone Kiosk (Scrayingham)	£1.00	£2,000.00	Purchased from BT via the 'Adopt a Kiosk' Scheme	01/08/2012
Telephone Kiosk (Leppington)	£1.00	£2,000.00	Purchased from BT via the 'Adopt a Kiosk' Scheme	01/08/2012
Owl Box (1)	£60.00	£0.00	Purchased from William Day	01/11/2013
Owl Box (2)	£60.00	£0.00	Purchased from William Day	01/11/2013
Total	£224.00	£4,600.00		

2) Asset Inspection FY 2014/15

Item	Type of Inspection	Method	Date	Parish Council Inspector	Condition	Risk?	Impact?	Action?	Comments	Date Remedial Actions Complete
Village Notice Board (Scrayingham)	Scheduled November	Visual	13/05/2014	Phil Jones	Good ●	Low ●	Low ●	None ●	Needs some varnishing	tbc
Village Notice Board (Leppington)	Scheduled November	Visual	20/07/2014	Phil Jones	Good ●	Low ●	Low ●	None ●	As new	tbc
Neighbourhood Watch Sign (North) (Leppington)	Scheduled November	Visual	13/05/2014	Phil Jones	Fair ●	Low ●	Low ●	None ●	To be replaced FY 2014/15	tbc
Neighbourhood Watch Sign (South) (Leppington)	Scheduled November	Visual	13/05/2014	Phil Jones	Fair ●	Low ●	Low ●	None ●	To be replaced FY 2014/15	tbc
Neighbourhood Watch Sign (Scrayingham)	Scheduled November	Visual	13/05/2014	Phil Jones	Fair ●	Low ●	Low ●	None ●	To be replaced FY 2014/15	tbc
Telephone Kiosk (Leppington)	Scheduled November	Visual	13/05/2014	Phil Jones	Good ●	Low ●	Low ●	None ●	Recently Refurbished	tbc
Telephone Kiosk (Scrayingham)	Scheduled November	Visual	19/07/2014	Phil Jones	Good ●	Low ●	Low ●	None ●	To be repainted June 2014	tbc
Owl Box 1 (Scrayingham)	Scheduled November	Visual	01/11/2013	Mervyn Stone	Good ●	Low ●	Low ●	None ●	New	tbc
Owl Box 2 (Leppington)	Scheduled November	Visual	01/11/2013	Phil Jones	Good ●	Low ●	Low ●	None ●	New	tbc

Scrayingham Parish Council - Risk Assessment 2013/14 - Conducted on 31/03/2014 - Minute 3

High	Medium	Low
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Risk Category	Internal Control Objective	Impact	Likelihood	Control Measures
Financial	Scrayingham Parish Council has only very limited outgoings and assets and consequently its only significant financial exposure is associated with the potential requirement to re-elect councillors should existing members leave or be expelled.	●	●	An election would only be required if 10 electors were to request such in writing
Insolvency	The Council could become insolvent if its outgoings exceeded its existing or future financial provisions	●	●	SPC current and projected costs are assessed on a monthly basis. A request is made for Precept payments from Ryedale District Council which fully covers the projected costs for the forthcoming financial year.
Fraud	Opportunities for fraud are minimised	●	●	Petty cash is not used and any expenditure must be discharged through the use of cheques from the SPC account, each of which must be signed by two members of the Parish Council. All forthcoming expenditure must be approved in advance at a meeting and details recorded in the Minutes. All cheque stubs must be completed to reflect the nature of the expenditure.
Public Liability	The Parish council could be exposed to financial risk if a member of the public were to injure themselves as a result of a council asset being inadequately maintained.	●	●	The assets owned by the Parish Council are regularly inspected and the details of inspections, condition and any actions required are recorded in an Asset Register.
Employee Liability	The Parish council could be exposed to financial risk if one of its members or an employee were to injure themselves as a result of undertaking Parish Council duties.	●	●	Scrayingham Parish Council takes out an annual Parish Council Insurance policy with Came and Co which specifically addresses these eventualities.