

Looe Town Council Asset Register 2019/2020

ITEM	DATE OF ACQUISITION	UPGRADE/ DISPOSAL DATE	DETAILS ACQUISITION/DISPOSAL	COST KNOWN	ORIGINAL COST OF ACQUISITION	VALUATION	Value @ 31/3/2020	MARKET VALUE/ REPLACEMENT	DATE OF VALUATION	LOCATION	RESPONSIBILITY	USAGE	USAGE CHARGES/ RENTAL
Chains of Office:													
Mayor	1974	N/A		Unknown		£ 8,525.00	£ 8,525.00		2008	with Mayor	Mayor	Civic Events	N/A
Mayoress	1974	N/A		Unknown		£ 296.00	£ 296.00		2008	with Mayoress	Mayoress	Civic Events	N/A
Deputy Mayor	Unknown	N/A		Unknown		£ 296.00	£ 296.00		2008	with Deputy Mayoress	Deputy Mayoress	Civic Events	N/A
Deputy Mayoress	Unknown	N/A		Unknown		£ 296.00	£ 296.00		2008	with Deputy Mayoress's consort	Deputy Mayoress	Civic Events	N/A
Town Crier:													
							£ -						
Bell	1986	N/A		Donated		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Civic/Town Events	N/A
Staff	1986	N/A		Donated		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Civic/Town Events	N/A
Paintings:													
							£ -						
Cromwell's First Appearance	Unknown	N/A		Unknown		£ 35,000.00	£ 35,000.00		2012	Council Chamber	Town Clerk	Display	N/A
Major Peter	Unknown	N/A		Unknown		£ 240.00	£ 240.00		2005	Council Chamber	Town Clerk	Display	N/A
Polvellan House	Unknown	N/A		Unknown		£ 50.00	£ 50.00		1997	TC Office	Town Clerk	Display	N/A
The Queen	2017	N/A		Donated		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
Boats Moored Up	2017	N/A		Donated		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
Looe Bridge	2016	N/A		Donated		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"Jessica"	1997	N/A		Unknown		£ 50.00	£ 50.00		1997	Council Chamber	Town Clerk	Display	N/A
Photo of the Queen	Unknown	N/A		Unknown		£ 130.00	£ 130.00		2012	Council Chamber	Town Clerk	Display	N/A
Aerial photo of Looe	Unknown	N/A		Unknown		£ 30.00	£ 30.00		1997	Council Chamber	Town Clerk	Display	N/A
HMS Cornwall	Unknown	N/A		Unknown		£ 30.00	£ 30.00		1997	Council Chamber	Town Clerk	Display	N/A
Twinning Charter	Unknown	N/A		Unknown		£ 75.00	£ 75.00		1997	Council Chamber	Town Clerk	Display	N/A
Ashley Mallott x 3	Unknown	N/A		Unknown		£ 200.00	£ 200.00		1997	Council Chamber	Town Clerk	Display	N/A
20th Anniversaire du Jumelage Looe Quiberon 1976-1996	Unknown	N/A		Donated		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
Water Colours by Derrick J Worton:													
							£ -						
St Michaels Mount (Battleship Wreck "Warsprite" 1995	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"Sunrise Bay circa 1960	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"The Bay" circa 1957	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"Porthleven" Cornwall 1957	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"Sennen Cove" Cornwall 1955	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"Marazion" Cornwall 1955	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
"St Mawes Castle" Cornwall 1955	2017	N/A		Gifted		£ 1.00	£ 1.00		N/A	TC Office	Town Clerk	Display	N/A
							£ -						
Fixtures and Fittings:													
							£ -						
Mahogany Display Cabinet		2020	Item not owned by LTC- removed				£ -						

China Cabinet		2020	Item not owned by LTC-removed				£ -						
Canadian Canoe		2020	Item not owned by LTC-removed				£ -						
Antique Mayors Chairs		2020	Item not owned by LTC-removed				£ -						
Antique Mayors Chairs		2020	This could be a duplication on original List				£ -						
3 x Handmade light fittings	Unknown	N/A		Unknown	£ 750.00	£ 750.00			N/A	Council Chamber	Town Clerk	Lighting	N/A
3 x Honours Boards	2017	N/A			£ 225.00	£ 225.00			2017	Council Chamber	Town Clerk	Display	N/A
Cupboards, shelving, filing cabinets	1974 onwards	N/A		Unknown	£ 1,500.00	£ 1,500.00			N/A	Office/TIC	Town Clerk	Office usage	N/A
Finance Cupboards x2	2020	Yes	Purchase 2 Tully lockable double door cupboards for RFO	Yes	£ 654.00	£ 654.00			N/A	RFO office	Town Clerk/RFO	Financial storage	N/A
Chamber Cupboards	2020	Yes	Purchase 4 Avoca double door cupboards	Yes	£ 380.00	£ 380.00			N/A	Council Chamber	Town Clerk	Storage	N/A
9 x Notice Boards and 4 x Town Maps	2017/18	N/A	2 Additional notice boards not listed on previous years Asset list	Unknown	£ 5,400.00	£ 5,400.00			N/A	Town Locations various	Deputy Clerk	Official/ Information Notices	N/A
Fingerposts	Unknown	N/A		Unknown	£ 4,000.00	£ 4,000.00			N/A	Various Town Locations	Town Clerk	Signs	N/A
							£ -						
							£ -						
Furniture:							£ -						
7 x desks	Unknown	N/A	1 Additional desk in previous Year not included & revaluation of assets	Unknown	£ 1,100.00	£ 1,100.00	replacement value		N/A	Office/TIC	Town Clerk	Office usage	N/A
4 X conference desks	2019	Yes	Purchase 4 rectangle beech conference tables	Yes	£ 780.00	£ 780.00	cost		N/A	Council Chamber	Town Clerk	Meetings	N/A
8 x office chairs & 12 x Conference chairs	Unknown	N/A	1 Additional chair in previous Year not included & revaluation of assets	Unknown	£ 600.00	£ 600.00	replacement value		N/A	Office	Town Clerk	Office/meetings	N/A
20 x Conference chairs	2019	Yes	Purchase 20 Red Upholstered stacking chairs	Yes	£ 545.00	£ 545.00	cost		N/A	Council Chamber	Town Clerk	Meetings	N/A
Equipment:							£ -						
Photocopier, printer	2014	N/A		Unknown	£ 2,000.00	£ 2,000.00	replacement value		N/A	Office	Town Clerk	Office	N/A
Scanner	2014					£ 100.00							
Safe	Unknown	N/A		Unknown	£ 250.00	£ 250.00	replacement value		N/A	Office	Town Clerk	Security for money	N/A
Document shredder & Filing Cabinets	Unknown	N/A		Unknown	£ 125.00	£ 125.00	replacement value		N/A	Office	Town Clerk	Office business	N/A
Guillotine		N/A				£ 75.00							
6 x Telephones	Unknown	N/A	seperated this item & revalued	Unknown	£ 200.00	£ 200.00	replacement value						
3 x folding tables	Unknown	N/A		Unknown	£ 50.00	£ 50.00	replacement value		N/A	Office	Town Clerk	meetings	N/A
Fridge	2019	N/A		Unknown	£ 200.00	£ 200.00	replacement value		N/A	Kitchen	Town Clerk	Office	N/A

Microwave	unknown	N/A	Disposal of old microwave in previous year.	Unknown			£ -	replacement value	N/A	Kitchen	Town Clerk	Staff use	N/A
Microwave	2019	N/A	Purchase new microwave		£ 70.00		£ 70.00						
Council Chamber Clock	Unknown	N/A		Unknown	£ 150.00		£ 150.00	replacement value	N/A	Council Chamber	Town Clerk	Display	N/A
Salt Bins x 31	2015 onwards	N/A		Unknown	£ 4,340.00		£ 4,340.00	replacement value	N/A	Town locations various	Deputy Clerk	Public safety	N/A
Signage x 52	Unknown	N/A		Unknown	£ 1,820.00		£ 1,820.00	replacement value	N/A	Town locations various	Deputy Clerk	Public information	N/A
General sundries and office equipment	Ongoing as needed	N/A		Unknown	£ 1,494.00		£ 1,494.00	replacement value	N/A	Office	Town Clerk	Office	N/A
Data Safe	2004	N/A		Unknown	£ 400.00		£ 400.00	replacement value	N/A	Office	Town Clerk	Information security	N/A
CCTV System and 9 cameras	2008-2020	Yes	The addition of internal CCTV due to Council relocation to Library Building	Unknown	£ 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	N/A	Revaluation & previous years purchase	Unknown	£ 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	N/A		Unknown	£ 2,990.00		£ 2,990.00	replacement value	N/A	Station Road	Deputy Clerk	Public use/permit holders	£2000 income
Computers x 5	2016/2019	Unknown	Disposal of 1 computer in a previous year	Unknown	£ 2,242.00		£ 2,242.00	replacement value/cost	N/A	Office	Town Clerk	Office	N/A
Lenovo computers x2	2019	N/A	Purchase of 2 new computers	Yes	£ 566.00		£ 566.00						
laptop computers x2	2016-2019	2019	Disposal of 1 laptop computer	Unknown	£ 400.00		£ 400.00						
Laptop x1	2019	2019	Purchase of 1 Laptop computer	Yes	£ 690.00		£ 690.00						
Samsung Tablet x1	2019	2019	Purchase of 1 samsung tablet	Yes	£ 180.00		£ 180.00		N/A	Office	Town Clerk	Officers/councillors	N/A
Epos till system and ancillaries	2018	N/A		Unknown	£ 3,150.00		£ 3,150.00	replacement value	N/A	TIC	Town Clerk	TIC sales/stock control etc	N/A
PA System	2018	N/A	Not listed on previous years asset list	Unknown	£ 2,000.00		£ 2,000.00	replacement value	N/A	Storage	Deputy Clerk	Public events	N/A
Projectors x 2	2017	N/A		Unknown	£ 600.00		£ 600.00	replacement value	N/A	Office	Town Clerk	Public meetings	N/A
Overhead projector and screen	2019	N/A	Overhead projector & screen purchased during relocation to Library	Unknown	£ 2,000.00		£ 2,000.00	replacement value	N/A	Office	Town Clerk	Council meetings	N/A
VIC Pop Up trailer	2019	Yes	Pop up trailer purchase	Yes	£ 850.00		£ 850.00		2019	Land formerly Sonia's Café	Town Clerk	VIC events	N/A
							£ -						
Land & Buildings Owned:							£ -						
Mariners Garden	2007			Unknown		£ 1.00	£ 1.00		N/A	Station Road	Deputy Clerk	Public use	N/A
2 Polkirt Arcade	2014	N/A	Revalued			£ 39,250.00	£ 39,250.00	Valued	2019	Higher Market Street	Deputy Clerk	Nail Bar	5000

Public Conveniences x 3	2015	N/A			£ 3.00		£ 3.00	Insurance Valuation (rebuild cost £415,137)	Jan-19	Hannafore & Quay Road	Deputy Clerk	Public Use	N/A
Library/Information Service and land	29.03.2019	N/A			£ 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	N/A			£ 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	N/A			£ 1.00		£ 1.00	Valuation report 2017 - £21,000 market value	Mar-17	Millpool	Town Clerk/ Deputy Clerk	Community Centre	£50 income
Vet's Building and land	29.03.2019	N/A			£ 1.00		£ 1.00	Valuation report - £80,000 market value	Mar-17	Millpool	Town Clerk/ Deputy Clerk	Veterinary services	Income to be determined
							£ -						
							£ -						
Land Leased:													
West Looe Downs Store	2009	N/A	Not listed correctly on Asset List		£ 1.00		£ 1.00		N/A	Downs Road, West Looe	Deputy Clerk	Storage	N/A
Seafront Public Conveniences	2015	N/A	Not listed correctly on Asset List		£ 1.00		£ 1.00		N/A	Seafront, East Looe	Deputy Clerk	Public Use	N/A
Health Centre Patients Car Park (5 year lease)	2014	N/A	Not listed correctly on Asset List		£ 2,000.00		£ 2,000.00		N/A	Station Road, East Looe	Deputy Clerk	Public permit holders	N/A
Allotment site (20 year lease)	2014	N/A	Not listed correctly on Asset List		£ 2,000.00		£ 2,000.00		N/A	St Martins Road, East Looe	Deputy Clerk	Allotments	£2000 income per year
Bus shelter land x 2 (99 year lease)	2016/2018	N/A	Not listed correctly on Asset List		£ 2.00		£ 2.00		N/A	Hannafore and Barbican Road	Deputy Clerk	Public use - bus stops	N/A
6 x car park spaces - Millpool	29.03.2019	N/A	Not listed correctly on Asset List		£ 1.00		£ 1.00		N/A	Millpool, West Looe	Deputy Clerk	Library use only	N/A
TOTALS							£ 174,870.00						
TOTAL ASSETS							£174,870.00	check					