





Legionella Temperature Testing	Annual				Service Delivery Department							6							
<b>Library Building - Library Hub</b>										<b>Library Building - Library Hub</b>									
asbestos register	annual *	23/04/09			Cornwall Council Asbestos Management Folder					Asbestos Log held at Library									
Electrical installation	5 yr	17/03/21	17/03/26		TJ Electrical (STC Approved Contractor)														
Portable Appliance Testing (PAT)	annual**	05/01/23	07/03/24		Saltash Town Council - In House (Michael Cotton)					12 Months Scheduled.									
DEC (Energy Efficiency Certificate)	10 yearly				tba					Cannot locate									
CCTV	annual **	23/11/23	23/11/24		A&M Security					N/A									
gas installation	annual	23/02/23	07/03/24		Jackman Peckover														
boiler service and radiator checks	annual	23/02/22	07/03/24		Jackman Peckover														
Boiler heat pump switch over	monthly	20/01/21	20/02/21		Saltash Town Council - In House (Michael Cotton)					Beginning Of Month	6		3						
Mild Steel Hotwater Heating Boiler LH	annual	18/11/21	18/11/22	18/11/202	Zurich - Crimson														
Mild Steel Hotwater Heating Boiler RH	annual	18/11/21	18/11/22		Zurich - Crimson														
Bladder Type Pressurisation Vessel	annual	18/11/22	18/11/23		Zurich - Crimson														
intruder alarm	6 monthly	24/01/24	24/07/24		ASG														
Automatic Fire Detection	6 monthly	24/01/24	24/07/24		ASG														
Fire Risk Assessment (FRA)	annual *	25/01/21			Jeff Hicks														
Fire Fighting Equipment (FFE)	Annual	14/12/20	14/12/21		Chubb					displayed certificate	3								
autmatic door (OUTSIDE) service	annual	10/12/21	10/02/22		SouthWest Doors Ltd														
automatic door (INSIDE) service	annual	10/02/21	10/02/22		SouthWest Doors Ltd														
Fire Alarms	weekly				Service Delivery Department						6	13	20	27	3	10	17	24	31
Emergency lighting	Weekly	05/04/23	12/04/23		Service Delivery Department					Michael Cotton	6	13	20	27	3	10	17	24	31
Emergency Lighting Maintence Visit	12Monthly	05/04/23	05/04/24		Service Delivery Department														
Legionella (clear pipes / taps)	weekly				Service Delivery Department						6	13	20	27	3	10	17	24	31
Legionella Tempertaure Checks/Records	monthly				Service Delivery Department						6								
<b>Churchtown Cemetery Hut &amp; Toilets</b>										<b>Churchtown Cemetery Hut &amp; Toilets</b>									
Asbestos Register	Annual				in house?					constructed after the year 2000. Therefore no asbestos present									
electrical installation	5 yearly	2022	2027		TJ Electrical (STC Approved Contractor)														
Portable Appliance Testing (PAT)	12 Monthly	04/03/23	04/03/24		Saltash Town Council (in house)					12 Monthly Scheduled.									
DEC (Energy Efficiency Certificate)	10 yearly				tba					POA	SDM/ASDM								
Water Cooler Sanitising / exchange	quarterly	28/10/23	28/03/24		Thirsty Work					1 unit									
intruder alarm	6 monthly	23/03/22	24/01/24		ASG										24				
Fire Risk Assessment (FRA)	annual *	25/01/21	24/03/23		Cubb					POA	SDM/ASDM								
Fire Fighting Equipment (FFE)	Annual	14/12/20	14/12/21		Chubb					13/12/23	displayed certificate								
Fire Alarm Test	Weekly	01/06/22	08/06/22		Service Delivery Department						6	13	20	27	3	10	17	24	31
Legionella (clear pipes / taps)	weekly	01/06/22	08/06/22		Service Delivery Department						6	13	20	27	3	10	17	24	31
Legionella Tempertaure Checks/Records	monthly				Service Delivery Department						6			3					
Emergency Lighting Weekly Test(s)	Weekly	01/06/23	01/06/24		Service Delivery Department						6	13	20	27	3	10	17	24	31





Electrical installation	5 yr	08.04.2022	08.04.2027	TJ Electrical (Approved Contractor)					PO raised 08/04/2022																															
Portable Appliance Testing (PAT)	Annual**	06/02/23	06/02/24	Saltash Town Council (in house)					12 Monthly Scheduled.																															
DEC (Energy Efficiency Certificate)	10 yearly			tba																																				
Fire Risk Assessment (FRA)	Annual *		25/01/21	Jeff Hicks																																				
Emergency Lighting	Weekly			Saltash Town Council (in house)					Michael Cotton	6	13	20	27	3	10	17	24	31																						
Emergency Lighting Maintenace Visit	annual *	05/04/23	05/04/24	Service Delivery Department					ASDM																															
Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)						6	13	20	27	3	10	17	24	31																						
Legionella Tempertaure Checks/Records	Monthly			Saltash Town Council (in house)						6																														
Legionella Risk Assesment	Annual	N/A	07/03/24	H2H																																				
<b>Public Toilets - Alexandra Square</b>										<b>Public Toilets - Alexandra Square</b>																														
Asbestos register	Annual / Reviewed	No Records	ASAP!	Shield (Contractor)																																				
Electrical installation	5 yr	08.04.2022	08.04.2027	TJ Electrical (Approved Contractor)					PO raised 08/04/2022																															
Portable Appliance Testing (PAT)	annual**	06/02/23	06/02/24	Saltash Town Council (in house)					12 Monthly																															
DEC (Energy Efficiency Certificate)	10 yearly			tba																																				
Fire Risk Assessment (FRA)	annual *		25/01/21	Jeff Hicks																																				
Emergency Lighting	Weekly			Inhouse					Michael Cotton	6	13	20	27	3	10	17	24	31																						
Emergency Lighting Maintenace Visit	annual *	05/03/23	05/03/24	Service Delivery Department					ASDM																															
Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)						6	13	20	27	3	10	17	24	31																						
Legionella Tempertaure Checks/Records	monthly			Saltash Town Council (in house)						6				3																										
Legionella Risk Assesment	Annual	N/A	07/03/24	H2H																																				
<b>Public Toilets - Waterside</b>										<b>Public Toilets - Waterside</b>																														
Asbestos register	Annual / Reviewed	No Records	ASAP!	Shield (Contractor)																																				
Electrical installation	5 yr	08.04.2022	08.04.2027	TJ Electrical (Approved Contractor)					PO raised 08/04/2022																															
Portable Appliance Testing (PAT)	annual**	06/02/23	06/02/24	Saltash Town Council (Michael Cotton)					RA 12 Monthly																															
DEC (Energy Efficiency Certificate)	10 yearly			tba																																				
Fire Risk Assessment (FRA)	annual *		25/01/21	Jeff Hicks																																				
Emergency Lighting	Weekly			Inhouse					Michael Cotton	6	13	20	27	3	10	17	24	31																						
Emergency Lighting Maintenace Visit	annual *	05/03/23	05/03/24	Service Delivery Department					ASDM																															
Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)						6	13	20	27	3	10	17	24	31																						
Legionella Tempertaure Checks/Records	monthly			Saltash Town Council (in house)						6				3																										
Legionella Risk Assesment	Annual	N/A	07/03/24	H2H																																				
<b>Saltash Town Centre - Fore Street</b>										<b>Saltash Town Centre - Fore Street</b>																														
X6 Supply Points - Electrical Installation (EICR)	2 Yearly	No Records	07/07/24	Pyrimid Electrical / TJ Electrical					Certificates Of Pyrimid Electrical																															
In-House Electrical Supply And Safety Inspection(s) IR & ZS And RCD Tests.	6 monthly	No Records	10/03/24	Saltash Town Council - In House (Michael Cotton)																																				
Town Clock annual service	annual	28/11/23	28/11/24	Saltash Town Council (Michael Cotton)	07932429510	'07478663393	Michael	N/A																																
Speaker Sound System Electrical Safety Inspection (Low Voltage Not Needed)	6 monthly			In House (Servive Deliver Department)					Kernow Installations If Required																															



