23 to 2024] Saltash	Town Cou	incii - 3	latuto	ry / ivianuator	y bullu	ing & A	sset Cr	iecks							++	_	Н	\sqcup	\bot
							Termination		-			-			₩	\perp		#	
Description	Frequency	Last Done	Next Due	Contractor(s) Used	Contact Details	Contact	Dates	Notes	Dec-23		Jan-			_	b-24		Mar-24		
The Could Hell (Heed Office)									35 3	37	38 40	41	42	43 4	4 45	46 47	48 4	9 50	51
The Guild Hall (Head Office)									1	T			1			—	_		4
ssbestos register	Annual / Reviewed	No Records	ASAP! 2024	Kovia Group Ltd (Appoved Contractor)	01752 860093	Jeremy Webb	POA	Over Due			1								
electrical Installation	5 yearly	28/07/22	27/07/27	TJ Electrical 7 (Approved Contractor)	07962034507	Tom Affek	POA	Satisfactory Certificate In Date											
DEC (Energy Effiency Certificate)	10 yearly	No Records!	Early 2024	Kovia Group / Elmhurst Energy Systems / HI Devon		Assistant Town Clerk	POA	WORK IN PROGRESS											
Vater Cooler Sanitising / exchange	6 Monthly	20/03/24	23/03/23	Thirsty Work			Apr-25	4 units						30				20	1
					04752727000									30	T	\top	H		+
sir Conditioning Unit - Service (Top Office)	Annual	30/01/24	30/07/24	Jackman SW Ltd Plymouth	01752 727999		POA		_	+	+		-	+	++	+	\vdash	++	+
Portable Appliance Testing (PAT)	Annual	31/01/23	01/05/24	Saltash Town Council	01752 844846	ASDM	N/A	Next Due 01.05.2024									Ш	Ш	
CTV Service	Annual	11/12/23	11/12/24	A&M Security	01752 3373337			In Date	1	1							Ш		
																	П	П	
as Installation	Annual	23/02/24	23/02/25	Jackman SW Ltd Plymouth	01752 727999				+	+	┢		-	H	9	+	H	+	+
oiler Service And Radiator Checks	Annual	23/02/24	23/02/25	Jackman SW Ltd Plymouth	01752 727999										9		Ш	Ш	
ast Aluminium Condensing Hot Water Heating Boiler	Annual	21/11/22	21/11/2	Zurich - Crimson	07764 149397	Nigel Hughes			_						\sqcup		\sqcup	$\bot \bot$	4
ladder Type Pressuristaion Heating Vessel	Annual	21/11/22	21/11/2	3 Zurich - Crimson	07764 149397	Nigel Hughes													
assenger Lift Service and Maintenance	3 Monthly		24/01/23		07970 244136	Rob Shaw	24 /05 /22			t			24	H	T	\top	Ħ	$\dagger \dagger$	+
	3 Monthly	24/10/22			07970 244130	NOD SIIAW	31/05/23			$\dagger \dagger$	+		24	+	+		H	+	+
assenger lift LOLER Inspections	Annual	16/02/24		Zurich - Crimson					-	++	+		-	\vdash	+	16	H	++	+
ntruder Alarm	Annual	30/09/22	11/04/24	ASG / Sovereign Fire & Security				Booked In	+	+	┢		+	H	+		H	+	+
Automatic Fire Detection System	Annual	30/03/23	11/04/24	ASG / Sovereign Fire & Security			N/A	Booked In					_		\perp		Ш	$\perp \downarrow$	\bot
ire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP	Chubb Or H2H		SDM/ASDM													
ire Fighting Equipment (FFE)	Annual	12/01/24	12/01/20	Chubb Fire & Security Ltd			13/12/22	Certificate Received				12							
ire Alarm Drill	6 Monthly *	23/03/22	12/01/2.	Saltash Town Council - In House			13/12/22	certificate necesses		t		12	+	H	T	\top	Ħ	$\dagger \dagger$	+
ire Alarms	weekly	25/05/22		Saltash Town Council - In House					6 1	3 20	27 3	10 1	.7 24	31	7 14	21 28	6 :	3 20	27
mergency Lighting	weekly			Saltash Town Council - In House					6 1	3 20	27 3	10 1	.7 24	31	7 14	21 28	6 :	3 20	27
mergency Lighting Maintenace Visit	12 Monthly	06/04/23	06/10/23	Saltash Town Council - In House					6 1	3 20	27 3	10 1	.7 24	31	7 14	21 28	6	3 20	27
egionella (clear pipes / taps)	weekly			Saltash Town Council - In House					6 1	3 20	27 3	10 1	.7 24	31	7 14	21 28	6	3 20	27
egionella Tempertaure Testing	monthly			Saltash Town Council - In House					6		2				7		6		
egionella Risk Assesment	Appual	N/Δ	ASAP! 2024	H2H or Kovia Group				SDM/ASDM	0	tt	3		\vdash		$\dagger \dagger$	\top		$\dagger \dagger$	\top
agronomonios resociment	Annual	IN/A	ASAP! 2024	inen or advia oroup				Jonny Addition	+	++	_1		+		+	+	+	++	+
Station Building - Isambard Hous	e																		
sbestos Register	annual *	21/06/17		Asbestos Log held at the Station				no asbestos present!							\prod	I	П	П	1
lectrical Installation Certificate (EICR)	5 yr	07/07/23	07/07/28	TJ Electrical 3 (Approved Contractor)	07962034507	Tom Affek		Satisfactory Certificate In Date							\prod		Ц	Ш	
DEC (Energy Effiency Certificate)	10 yearly	No Records!	Early 2024	Kovia Group / Elmhurst Energy Systems / HI Devon		Assistant Town Clerk	POA	WORK IN PROGRESS											
Portable Appliance Testing (PAT)				Saltash Town Council - In House				12 Monthly Scheduled								\neg	ПТ		Т

	gas installation	Annual	23/02/22	10/03/24	Jackman Peckover											ΠĪ			<u>~</u>		
		Annual	23/02/22	22/03/23	Jackman Peckover											tt			<u>_</u>	+	1
	intruder alarm	Annual	12/05/22		Sovereign F & S	01752 875116		01/05/21								tt			Ħ	+	
	Automatic Fire Detection	Annual	12/05/22	12/05/23		01752 875116		01/05/21													
	Alarm Access Control	Annual	12/05/22		Sovereign F & S	01752 875116		01/05/21													
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H				SDM/ASDM												
	Fire Fighting Equipment (FFE)	Annual	12/01/24	12/01/25	Chubb Fire & Security Ltd			13/12/22	Certificate Received				12								
	Fire Alarms	Weekly			Saltash Town Council - In House					6 1	.3 20	27	3 10	17	24 31	1 7	14	21 28	6 1	3 20	27
	Emergency Lighting	Weekly			Saltash Town Council - In House					6 1	.3 20	27	3 10	17	24 31	1 7	14	21 28	6 1	3 20	27
	Emergency Lighting Maintenace Visit	Annual	12/04/23	12/04/24	Saltash Town Council - In House																
	Legionella (clear pipes / taps)	Weekly			Saltash Town Council - In House					6 1	.3 20	27	3 10	17	24 31	1 7	14	21 28	6 1	3 20	27
	Legionella Temperature Testing	Monthly			Saltash Town Council - In House					6			3			7			6		
	Legionella Risk Assesment	Annual	N/A	ASAP! 2024	H2H or Kovia Group				SDM/ASDM				1	$ \ $			Ī				
	Maurice Huggins Room																				
	Asbestos register	Annual / Reviewed	No Records	ASAP! 2024	Shield (Contractor)								1	Ш							
	electrical installation	5 yr	15/05/23	15/05/28	TJ Electrical (STC Approved Contractor)																
	DEC (Energy Effiency Certificate)	10 yearly	No Records!	Early 2024	Kovia Group / Elmhurst Energy Systems / HI Devon		Assistant Town Clerk	POA	WORK IN PROGRESS												
	Portable Appliance Testing (PAT)	Annual	11/01/22	16/01/23	Saltash Town Council - In House				Over Due				1								
	Intruder Alarm	Annual	23/03/24	23/03/25	ASG															20	
	Automatic Fire Detection	Annual	23/03/24	23/03/25																20	
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H				SDM/ASDM												
		Annual	12/01/24		Chubb Fire & Security Ltd			13/12/22	Certificate Received				12	П						\dagger	
	Emergency lighting	Weekly			Saltash Town Council - In House				ASDM	6 1	.3 20	27	3 10	17	24 31	1 7	14 2	21 28	6 1	3 20	27
	Emergency Lighting Maintenace Visit	Annual			Saltash Town Council - In House				ASDM	П		П				П			П		
	Legionella (clear pipes / taps)	Weekly			Saltash Town Council - In House				ASDM	6 1	3 20	27	3 10	17	24 31	7	14	21 28	6 1	3 20	27
		Monthly			Saltash Town Council - In House				ASDM	6		T	3	П		7			6		
	Legionella Risk Assesment	Annual	N/A	07/03/24	H2H or Kovia Group				SDM/ASDM												
				31,00,24						\vdash	\top	Ħ	+	Ħ	+	H	\dashv		\forall	+	
	Longstone Depot Building																				
	Asbestos register	Annual / Reviewed	No Records	ASAP! 2024	Kovia Group Plymouth Ltd								1				T				
	DEC (Energy Effiency Certificate)	10 yearly	No Records!	Early 2024	Kovia Group / Elmhurst Energy Systems / HI Devon		Assistant Town Clerk	POA	WORK IN PROGRESS			T			T		T			\prod	
			47/05/00	,	TJ Electrical															\top	
	Water Cooler Sanitising / exchange	5 yr quarterly	17/05/23 26/11/21	17/05/28 26/02/22	(STC Approved Contractor) Thirsty Work				1 unit	\vdash	1	\vdash		H		H	+		${\mathsf H}$	1	
											•	H		H	+	Ħ			h		
	Portable Appliance Testing (PAT) CCTV Service	Annual Annual	07/04/23 23/11/21	06/04/24	Saltash Town Council - In House A&M Security				12 Months Scheduled. N/A	$\vdash \vdash$		+		\forall	+	\vdash	+		\vdash	+	
		Annual		25/11/22					confirmed termination	$\vdash \vdash$	+	+		\vdash		\vdash	+		\vdash	+	1
	Intruder alarm.	Annual	23/03/24	23/03/25	ASG Saltash Fire & Security				date on the 05/01/2023	$\vdash \vdash$		$oldsymbol{oldsymbol{\sqcup}}$	_	\sqcup	24	\vdash	_	\perp	\vdash	+	
	Fire Alarm System.	Annual	23/03/24	23/03/25	ASG Saltash Fire & Security			27/01/22	date on the 05/01/2023	$\vdash \vdash$	-	\dashv		$\vdash \vdash$	24	\mathbf{H}	-		$\vdash \vdash$,	/
1	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H				SDM/ASDM												

	T								П	- 1	1			$\overline{}$	т	$\overline{}$	П	\top	\top	$\overline{}$	
Fire Fighting Eq	quipment (FFE)	Annual	12/01/24	12/01/25	Chubb Fire & Security Ltd		13/12/22	Certificate Received					12		Ш		Ш				
Roller Shutter S	Service	annual	16/02/21	19/10/23	South West Garage Doors Ltd		POA										П	Т			
Emergency Ligh	hting	Weekly			Service Delivery Department			ASDM	6	13 2	20 27	3	10 1	17 24	31	7 14	21 2	28 (6 13	20 2	7
Emergency Ligh	hting Maintenace Visit	annual	12/04/23	12/04/24	Service Delivery Department			ASDM							Ш		Ш				
Lasianella (elec	or nines (tons)				Service Delivery Department			ASDM		43								20	6 43	20 2	
Legionella (clea	ir pipes / taps)	weekly			Service Delivery Department			ASDIVI	ь	13 4	20 27	3	10 1	/ 24	31	/ 14	21 2	28 6	5 13	20 27	1
Legionella Tem	perature Testing	Monthly			Saltash Town Council - In House			ASDM	6			3		╙		7	Ш	f	6		
Legionella Risk	Assesment	Annual	N/A	07/03/24	H2H or Kovia Group			SDM/ASDM													
		74111441	1477	07/03/24					H	\top	+			+	+	十	\vdash	十	+	+	1
Library B	Building - Saltash Library H	ub																			
	January L				Cornwall Council Asbestos Management				П	T		П	Т	\top	П	一	$\overline{}$	丅	$\overline{\Box}$	一	1
asbestos registe	er	Annual - Reviewed	23/04/09	2024 ASAP!	Folder				Щ	_	_			\bot	\sqcup	'	\vdash	_	$\perp \! \! \perp \! \! \downarrow$		4
Stantan David	Nation.				TJ Electrical																
Electrical install	nation	5 yr	17/03/21	17/03/26	(STC Approved Contractor)				\vdash	+	+		+	+	++	+-'	\vdash	╈	-	4	+
Portable Applia	ance Testing (PAT)	annual**	05/01/23	01/03/24	Saltash Town Council - In House			Over Due											1		
					Kovia Group / Elmhurst Energy Systems /	Assistant Town											ıT				
	fiency Certificate)	10 yearly	No Records!	Early 2024	HI Devon	Clerk	POA	WORK IN PROGRESS	\vdash	_	-			+	++	+-'	\vdash	+	++	+	-
ссти		Annual	23/11/23	23/11/24	A&M Security				\sqcup	_		Ш		+	₩	<u> </u>	\vdash	_	\blacksquare	+	_
Gas Installation	n Checks	Annual	07/03/24		Jackman SW Ltd				Щ	_				\bot	\sqcup	'	\vdash	7	7	_	
Boiler Service a	and Radiator Checks	Annual	07/03/24	07/03/25	Jackman SW Ltd				Ш			Ш			Н	'	\vdash	7	7	_	
Boiler heat pun	np switch over	monthly	20/01/21	20/02/21	Saltash Town Council - In House			Beginning Of Month	6			3				7	Ш	F	6		
Mild Steel Hotv	water Heating Boiler LH	Annual	18/11/21	18/11/202	Zurich - Crimson										Ш		Ш				
Mild Steel Hotv	water Heating Boiler RH	Annual	18/11/21	18/11/22	Zurich - Crimson																
Bladder Type Pr	ressurisation Vessel	Annual	18/11/22		Zurich - Crimson												П	Т			
Intruder Alarm	ı	Annual	24/01/24	24/07/24	ASG												П	T	\Box		1
Automatic Fire	Detection	Annual	24/01/24	24/07/24	ASG												П	Т			
																		П			
Fire Risk Assess	sment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H			SDM/ASDM	\vdash	_		H		+	₩		\vdash	+	+	_	├
Fire Fighting Eq	quipment (FFE)	Annual	12/01/24	12/01/25	Chubb Fire & Security Ltd		13/12/22	Certificate Received					12								
		annual	10/12/21	10/02/22	SouthWest Doors Ltd						Ţ			I	口	T	口厂	I		ፗ	
automatic door	r (INSIDE) service	annual	10/02/21	10/02/22	SouthWest Doors Ltd										П		П	I			
e					Construction Bullions Burns																A
Fire Alarms		weekly			Service Delivery Department				6	13 2	20 27	3	10 1	/ 24	31	/ 14	21 2	28 6	5 13	20 27	1
Emergency ligh	nting	Weekly	05/04/23	12/04/23	Service Delivery Department			Michael Cotton	6	13 2	20 27	3	10 1	17 24	1 31	7 14	21	28	6 13	20 27	7
			,.,	, , , = 0				-						T	\Box		T T	T			1
Emergency Ligh	hting Maintenace Visit	12Monthly	05/04/23	05/04/24	Service Delivery Department										Ш		Ш				
	and and the said				Construction Bullions Burns																
Legionella (clea	ar pipes / taps)	weekly			Service Delivery Department				6	13 2	20 27	3	10 1	.7 24	31	7 14	21 2	28 6	6 13	20 27	4
Legionella Tem	npertaure Checks/Records	monthly			Service Delivery Department				6			2				7	Ш		6		
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	monthly							U	+	+	3	+	+	+		+		4	+	4
Churchto	own Cemetery Hut & Toile	ts																			
Asbestos Regist		Annual			in house?			constructed after the year	2000	There	fore no	acher	tos pro	esen+	一	一	$\overline{}$	Ŧ	一	一	+
		Alliluai			TJ Electrical			constructed after the year	2000.	mere	1016110	asues	ios pre	sent	+	十	一	十	++	+	+
electrical install	llation	5 yearly	2022	2027	(STC Approved Contractor)				Щ	_		Ш	_ _	4	$oldsymbol{\sqcup}$	——'	\vdash	丄	$oldsymbol{\sqcup}$	\perp	ــــــ
Bartalia i "	Tarakina (DAT)				College Town Council (College)												ı I				
Portable Applia	ance Testing (PAT)	12 Monthly	04/03/23	04/05/24	Saltash Town Council (in house)	Assistant Town			${oldsymbol{dash}}$	+	-	\vdash	-	+	++		$\vdash \vdash$	+	+	+	
DEC (Energy Eff	fiency Certificate)	10 yearly	No Records!	Early 2024	Kovia Group / Elmhurst Energy Systems / HI Devon	Assistant Town Clerk	POA	WORK IN PROGRESS									ı I				
- (6)		. , ,		,						_				—				—			

	I								П			-	ТТ		Т	т		1		-	
	Water Cooler Sanitising / exchange	quarterly	28/10/23	28/03/24	Thirsty Work			1 unit		✓			Ш					Ш	1		
	intruder alarm	6 monthly	23/03/22	24/01/24	ASG								Ш	24	-			H	\dashv		
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H			SDM/ASDM													
	Fire Fighting Equipment (FFE)	Annual	12/01/24	12/01/25	Chubb Fire & Security Ltd		13/12/22	Certificate Received				12	,								
		74111001	12/01/24	12,01,23	,		13/11/11														
	Fire Alarm Test	Weekly	01/06/22	08/06/22	Service Delivery Department				6	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
	Legionella (clear pipes / taps)	weekly	01/06/22	08/06/22	Service Delivery Department				6 :	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
	Legionella Tempertaure Checks/Records	monthly			Service Delivery Department				6		Ц	3	Ш		7			6	Ш		
	Emergency Lighting Weekly Test(s)	Weekly	01/06/23	01/06/24	Service Delivery Department				6 :	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
	Emergency Lighting Maintenace Visit	12 monthly	05/04/23	05/03/24	Service Delivery Department																
		·																			-
	Waterside Office Welfare Unit																				
	Main Board Testing & Cabin (EICR)	5 yearly	31/08/21	31/08/26	TJ Electrical (Approved Contractor)																
																		Ħ	+ 1		
	Welfare Unit Electrical Installation Testing	Annual	18/12/22	18/12/23	Service Delivery Department Kovia Group / Elmhurst Energy Systems /	Assistant Town			Н	18	+			-	+			H	++		
	DEC (Energy Effiency Certificate)	10 yearly	No Records!	Early 2024	HI Devon	Clerk	POA	WORK IN PROGRESS	Ш									H	\dashv		
	Water Cooler Sanitising / exchange	quarterly	26/11/21	26/02/22	Thirsty Work									_	_			Ш	$\perp \! \! \perp$		
	Portable Appliance Testing (PAT)	annual**	06/03/24	05/03/25	Saltash Town Council (in house)			RA 12Monthly.	Ш									6	Ш		
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H			SDM/ASDM			Ш		Ш					Ш	$\perp \downarrow \downarrow$		
	Fire Fighting Equipment (FFE)	Annual	12/01/24	12/01/25	Chubb Fire & Security Ltd		13/12/22	Certificate Received				12						Ш	Ш		
y Lighting To Be	smoke Alarms	weekly			Saltash Town Council - In House				6 :	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
	Legionella Weekly (clear pipes / taps)	weekly			Saltash Town Council - In House				6	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
	Legionella Temperature Testing	monthly			Saltash Town Council - In House				6			3			7			6			
	Legionella Risk Assesment	Annual	N/A	07/03/24	H2H or Kovia Group			SDM/ASDM													
	Water Storage Tank Clean	Annual	03/02/23		Saltash Town Council - In House													1	\top		
			55, 55, 55	55, 55, 5															世		
	Jubilee Green Pontoon																				
	Annual Survey	Annual	10/10/23	10/10/24	Underhill Engineering Ltd				Ш						L			LĪ			
	Life Jackets external service	Annual			Survitec (Crewsaver Jackets)	 							П				28				
	Life Jackets external service	Annual			Ocean Safety (Crewsafe Jackets)								Ш	23							
	Life Jacket internal safety checks	Quaterly			Saltash Town Council (in house)						27		П	3	1		28			27	
	Life Buoy and Saftey Throw lines saftey service	Weekly			Saltash Town Council - In House (ASDM)				6	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
	Life Bouy and Safety Throw Lines Ropes	Daily			Saltash Town Council - In House				1 1	1	1	1 1	✓.	1 1	7	14	21 28	6	13 20	27	
	Daily Safety Inspection	daily			Saltash Town Council (in house)				1 1	1	√ √	/ /	✓ .	/ /	✓	✓ 、	/ /	✓ ,	/ / .	√	
	Poxton - Daily Gate Code Changed (For 7 Days)	Weekly			Saltash Town Council - In House (ASDM)				6	13 20	27	3 10	17	24 3	1 7	14	21 28	6	13 20	27	
													Ш					Ш	\perp		
	Waterside Life Bouys																				

Life Bouys Cornish Cross Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Cornish Cross Tension Test - (Contractor) annual Floodlight Safety Inspection And Bolt Tension Test(s) General Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop Weekly Site Check Weekly	08.04.2022 hthly 27/06/19 hly 05/10/23 N/A No Record hly 23/10/22 N/A		Saltash Town Council (in house) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton) swaun-Test Ltd / Underhill Engineering Ltd Saltash Town Council - In House (ASDM) Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton) Saltash Town Council - In House (Michael Cotton)	N/A	Found A Company To It This Year in Torque Messurement	Do 6	113 20 2	3	10 17	24 31	7 14	221 28	4 4 6 13	20 27
Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Cornish Cross Tension Test - (Contractor) annual Floodlight Safety Inspection And Bolt Tension Test(s) Weekly Site Check Weekly Brunel Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	hily 27/06/19 hily 05/10/23 N/A No Record thly 23/10/22 N/A	07/03/24 04/02/21 03/03/24 N/A No Record 23/04/23 N/A	(STC Approved Contractor) Saltash Town Council - In House (Michael Cotton) swaun-Test Ltd / Underhill Engineering Ltd Saltash Town Council - In House (ASDM) Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)		It This Year In Torque	6	13 20 2	3	10 17	24 31	7 14	21 28	4 4 6 13	20 27
Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Cornish Cross Tension Test - (Contractor) annual Floodlight Safety Inspection And Bolt Tension Test(s) Weekly Site Check Weekly Brunel Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	hily 27/06/19 hily 05/10/23 N/A No Record thly 23/10/22 N/A	07/03/24 04/02/21 03/03/24 N/A No Record 23/04/23 N/A	(STC Approved Contractor) Saltash Town Council - In House (Michael Cotton) swaun-Test Ltd / Underhill Engineering Ltd Saltash Town Council - In House (ASDM) Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)		It This Year In Torque	6	13 20 2	3	10 17	24 31	7 14	21 28	4 4 6 13	20 27
IR & ZS And RCD Test. Cornish Cross Tension Test - (Contractor) annual Floodlight Safety Inspection And Bolt Tension Test(s) Weekly Site Check Weekly Brunel Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	27/06/19 hly 05/10/23 N/A No Record hly 23/10/22 N/A	04/02/21 03/03/24 N/A No Record 23/04/23 N/A	(Michael Cotton) swaun-Test Ltd / Underhill Engineering Ltd Saltash Town Council - In House (ASDM) Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)		It This Year In Torque	6	13 20 2	3 3	10 17	24 31	7 14	21 28	4 6 13	20 27
Cornish Cross Tension Test - (Contractor) Floodlight Safety Inspection And Bolt Tension Test(s) Weekly Site Check Weekly Brunel Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	27/06/19 hly 05/10/23 N/A No Record hly 23/10/22 N/A	04/02/21 03/03/24 N/A No Record 23/04/23 N/A	swaun-Test Ltd / Underhill Engineering Ltd Saltash Town Council - In House (ASDM) Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)		It This Year In Torque	6	13 20 2	27 3	10 17	24 31	7 14	21 28	4 6 13	20 27
Floodlight Safety Inspection And Bolt Tension Test(s) Weekly Site Check Brunel Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	hly 05/10/23 N/A No Record hly 23/10/22 N/A	03/03/24 N/A No Record 23/04/23 N/A	Underhill Engineering Ltd Saltash Town Council - In House (ASDM) Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14	21 28	6 13	20 27
Weekly Site Check Brunel Bust Site & Monument Site Electrical Installation (EICR) Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	N/A No Record 23/10/22 N/A	N/A No Record 23/04/23 N/A	Saltash Town Council - In House (ASDM) TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14	21 28	6 13	20 27
Brunel Bust Site & Monument Site Electrical Installation (EICR) 5 Yearly Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & Z5 And RCD Test. 6 Month Weekly Site Check Weekly North Road Bus Stop	y No Record 23/10/22 N/A	No Record 23/04/23 N/A	TJ Electrical (STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14	21 28	6 13	20 27
Electrical Installation (EICR) 5 Yearly Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	23/10/22 N/A	23/04/23 N/A	(STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14			27
Electrical Installation (EICR) 5 Yearly Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	23/10/22 N/A	23/04/23 N/A	(STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14			27
Electrical Supply And Floodlight Safety Inspection(s) R1+R2, IR & ZS And RCD Test. Weekly Site Check Weekly North Road Bus Stop	23/10/22 N/A	23/04/23 N/A	(STC Approved Contractor) Saltash Town Council - In House (Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14			27
IR & ZS And RCD Test. 6 Month Weekly Site Check Weekly North Road Bus Stop	N/A	N/A	(Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14			27
Weekly Site Check Weekly North Road Bus Stop	N/A	N/A				6	13 20 2	27 3	10 17	24 31	7 14			21
North Road Bus Stop			partasit TOWIT COURTER - In House (ASDM)			6	13 20 2	2/ 3	10 17	24 31	7 14			00 0
·	N/A	N/A						1 1			\blacksquare	21 28	6 13	20 27
·	N/A	N/A	T T											
weekly Site Crieck Weekly	N/A	N/A	Saltash Town Council (in house)											
1			Saltash Town Council (in nouse)			6	13 20 2	27 3	10 17	24 31	7 14	21 28	6 13	20 27
Memerial Peace Gardens														
Weekly Site Checks. H&S/ Signage/Benches/Memorials/Flower Beds etc. Weekly	N/A	N/A	Saltash Town Council - In House			6	13 20 2	27 3	10 17	24 31	7 14	21 28	6 13	20 27
Huntly Gardens														
Weekly Site Check. H&S/Street Funiture/Grounds Maintenance etc. Weekly	N/A	N/A	Saltash Town Council - In House (Michael Cotton)			6	13 20 3	27 3	10 17	24 31	7 14	21 28	6 13	20 27
, weekly	14/1	.,,,	,				15 20 1	., 3	10 17	24 31	7 24	20	0 15	20 27
Waterside Festoon Lighting		<u> </u>	<u> </u>											
							\Box							
(Lamp Post Nr Astore Rock Side) Electrical Supply Inspection(s) R1+R2, IR & ZS And RCD Test. Insure Timer Is			Saltash Town Council - In House											
Working And Times Correct. 6 Month	hly 28/09/23	28/03/24	(Michael Cotton)			+	+	+	+		+	+	+	27
(Jubilee Green Side) Electrical Supply Inspection(s) R1+R2, IR & ZS And RCD Test. Insure Timer Is Working And Times			Saltash Town Council - In House											
Correct. 6 Month	thly 28/10/23	28/03/24	(Michael Cotton)			$\perp \! \! \perp$	+			\perp	\perp	\Box	Щ	27
											Ш	Ш		
Trematon Pound			Saltash Town Council - In House											
Weekly Site Check Weekly	N/A	N/A	(Michael Cotton)			6	13 20 2	27 3	10 17	24 31	7 14	21 28	6 13	20 27
Gas Appliances														
Gas Space Heater safety service Annual	N/A	ASAP 2024!	Jackman Peckover		SDM/ASDM			1						
Gas Beacon safety service Annual	N/A	ASAP 2024!	Jackman Peckover		SDM/ASDM			1						
Public Toilets - Longstone Park														

	Ashestos Register	Annual / Reviewed	No Records	ASAP! 2024	Kovia Group Plymouth Ltd		SDM/ASDM		Т	П		Т	Т	П	\top			\top	Τ	П	
	Aspestos negistei	Annual / Reviewed	NO RECORDS		TJ Electrical		SDIVITASDIVI	H	+	T	1		+	Ħ	十			+	+	H	
	Electrical installation	5 yearly	08.04.2022	08.04.2027	(STC Approved Contractor)		PO raised 08/04/2022	\sqcup		\perp			₩	H	+			_	4	4	
	Portable Appliance Testing (PAT)	Annual	06/03/23	07/04/24	Saltash Town Council (in house)		RA - 12 Monthly							Ш					┸		
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H		SDM/ASDM														
	Emergency Lighting	Weekly			Saltash Town Council (in house)		ASDM	6	13 2	27	3	10 1	7 24	31	7 1	.4 21	28	6 :	13 20	27	
	Emergency Lighting Maintenace Visit	12Monthly	05/04/23	05/04/24	Service Delivery Department		ASDM														
	Legionella (clear pipes / taps)	Weekly			Saltash Town Council (in house)			6	13 2	27	3	10 1	7 24	31	7 1	.4 21	28	6	13 20	27	
		Monthly			Saltash Town Council (in house)			6			3				7			6			
	Legionella Risk Assesment	Annual	N/A	07/03/24	H2H or Kovia Group								Γ					7			
													Ι	П	ユ			1	I		
	Public Toilets - Belle Vue																				
	Asbestos Register	Annual / Reviewed	No Records	ASAP! 2024	Kovia Group Plymouth Ltd		SDM/ASDM				1										
	Electrical installation	5 yr	08.04.2022	08.04.2027	TJ Electrical (Approved Contractor)		PO raised 08/04/2022														
							12 Monthly			П				П	T		П				
	Portable Appliance Testing (PAT)	Annual**	06/02/23	06/02/24	Saltash Town Council (in house)		Scheduled.	${\sf H}$	-	+	\dashv		+	$oldsymbol{arphi}$	+	+	H	+	+	\vdash	
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H		SDM/ASDM	Ш		Ш			∟'	Ц	\perp		Ц	\perp	\perp	Ш	
	Fire Risk Assessment (FRA)	Annual *		25/01/21	Jeff Hicks					+			₩'	H	+		\blacksquare	+	+	\perp	
	Emergency Lighting Maintenace Visit	annual *	05/04/23	05/04/24	Service Delivery Department		ASDM							H	+			_			
	Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)			6	13 2	27	3	10 1	7 24	31	7 1	.4 21	28	6 1	3 20	27	
	Legionella Tempertaure Checks/Records	Monthly			Saltash Town Council (in house)			6		\perp	3		₩	Ш	7			6	4	4	
ļ	Legionella Risk Assesment	Annual	N/A	07/03/24	H2H or Kovia Group		SDM/ASDM						L	Ш	ᆚ			ᆚ	丄	Ш	
								Ш					┷	Ц	_				┷		
	Public Toilets - Alexandra Square												—	$\overline{}$	—			—	—	_	
	Asbestos Register	Annual / Reviewed	No Records	ASAP! 2024	Kovia Group Plymouth Ltd TJ Electrical		SDM/ASDM			+	1		₩'	H	+		H	+	+	\perp	
	Electrical installation	5 yr	08.04.2022	08.04.2027	(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						₩	Щ	6			4	4		
	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H		SDM/ASDM														
	Emergency Lighting	Weekly			Inhouse		Michael Cotton	6	13 2	27	3	10 1	7 24	31	7 1	.4 21	28	6 :	3 20	27	
	Emergency Lighting Maintenace Visit	annual *	05/03/23	05/03/24	Service Delivery Department		ASDM			\square			\perp	\Box	\perp		$oxed{oxed}$	\perp		Ш	
	Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)			6	13 2	27	3	10 1	7 24	31	7 1	.4 21	28	6	3 20	27	
	Legionella Tempertaure Checks/Records	monthly			Saltash Town Council (in house)			6			3				7	I		6			
	Legionella Risk Assesment	Annual	N/A	07/03/24	H2H or Kovia Group		SDM/ASDM								$\Box \Box$						
								П	Ι			I	工	П	エ			ユ	エ		
	Public Toilets - Waterside				, , , , , , , , , , , , , , , , , , ,	T	ī		1	,			4						4		
, ,	Asbestos register	Annual / Reviewed	Kovia Group 03/03/2024	Inhouse 03/03/2025	Kovia Group Plymouth Ltd		Report Received														
	-				TJ Electrical								T	Ħ	T			\top			
	Electrical installation	5 yr	08.04.2022	08.04.2027	(Approved Contractor) Saltash Town Council		PO raised 08/04/2022 RA	\vdash	+	+	\dashv	+	+-	$oxed{oxed}$	+	+	$oldsymbol{+}$	+	+	+	
	Portable Appliance Testing (PAT)	annual**	06/02/23	06/02/24	(Michael Cotton)		12 Monthly	Ц	\perp	Ш		1	\perp	Щ	6	1	$oxed{oxed}$	\perp	\bot	Ш	
									- [1	H							
' I	Fire Risk Assessment (FRA)	Annual - Reviewed	No Records	2024 ASAP!	Chubb Or H2H		SDM/ASDM						1 .		l l			l l			
	Fire Risk Assessment (FRA) Emergency Lighting	Annual - Reviewed Weekly	No Records	2024 ASAP!	Chubb Or H2H Inhouse		Michael Cotton	6	13 2	27	3	10 1	7 24	31	7 1	.4 21	28	6 1	13 20	27	

Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)					6	13 2	0 27	3	10	17 2	4 3	1	7 14	21	28	6	13	20 :	77	
Legionella Tempertaure Checks/Records	monthly			Saltash Town Council (in house)					6			3					,			6				
Legionella Risk Assesment	Annual	N/A	07/03/24	H2H or Kovia Group				SDM/ASDM								Τ			П					
																İ	İ	İ						
Saltash Town Centre - Fore Street					1		1																	
X6 Supply Points - Electrical Installation (EICR)	5 Yearly	07/07/23	07/07/208	Pyrimid Electrical / TJ Electrical				Next Due 07.07.2028								L	Ļ	L	Ш					
X6 Supply Points In-House Electrical Supply And Safety Inspection(s) IR And RCD Tests.	6 monthly	No Records	10/05/24	Saltash Town Council - In House (Michael Cotton)				Next Due 10.05.2024																
Town Clock annual service	annual	28/11/23	28/11/24	Saltash Town Council (Michael Cotton)	07932429510 '07478663393	Michael	N/A	Next Due 10.05.2024																
Speaker Sound System Electrical Safety Inspection (Low Voltage Not Needed)	6 monthly	No Records		In House (Servive Deliver Department)				Kernow Installations If Required												7				
Speaker PA box PAT test	Annual	07/03/24	07/03/25	Saltash Town Council (Michael Cotton)				Next Due 07.03.2025												6				
Speaker System Visual inspection form Ground Level	Monthly	06/03/24	04/04/24	In House (Servive Deliver Department)				Next Due 04.04.2024 (Installed 03.12.2021)	6			3				ļ	7			6				
Town Festoon Lighting Monthly Inspection from Ground Level	Monthly	06/03/24	04/04/24	In House (Servive Deliver Department)				Enhanced Checking Xmas	6	13 2	0 27	3	10	17	4 3	1	14	21	28	6	13	20	27	
A share Mare Disc													I				L				I			
Ashton Way Play Area	<u> </u>			In House			<u> </u>																-	
Weekly Inspections	Weekly			(Servive Delivery Department) In House					6	13 2	0 27	3	10	17 2	4 3	1 7	14	21	28	6	13	20 2	27	
Quaterly Management Inspections	3-monthly	31/01/24	31/04/2024	(Servive Deliver Department)											3	1	Ļ	Ļ	Ш		_			
Annual ROSPA Inspection	Annual	10/11/23	10/11/24	Zurich - Crimson				Next Due 10.11.2024		_	<u> </u>		10			Ļ	Ļ	Ļ	Ш				┸	
Grassmere Way Play Areas																H								
Weekly Inspections	Weekly			In House (Servive Delivery Department)					6	13 2	0 27	3	10	17 :	4 3	1	7 14	21	28	6	13	20 :	27	
Quaterly Management Inspections	3-monthly	31/01/24	31/04/2024	In House (Servive Deliver Department)				Rospa training required	Ü	15 2	2,	3	10		3	1			2.0	Ü	13			
Annual ROSPA Inspection	Annual	10/11/23	10/11/24	Zurich - Crimson									10			T	T	T	П					
																İ	İ	I	◩					
Honeysuckle Close Play Areas																								
Weekly Inspections	Weekly			In House (Servive Delivery Department)					6	13 2	0 27	3	10	17 2	4 3	1	7 14	21	28	6	13	20	27	
Quaterly Management Inspections	3-monthly	31/01/24	31/04/2024	In House (Servive Deliver Department)				Rospa training required							3	1								
Annual ROSPA Inspection	Annual	10/11/23	10/11/24	Zurich - Crimson				Next Due 10.11.2024					10											
										Ι					Ι	Ţ	L	L					Ī	
Churchtown Allotments	1	<u> </u>	_		T		T																	
Weekly Inspections	Weekly			in house					6	13 2	0 27	3	10	17	4 3	1	14	21	28	6	13	20	27	
Quaterly Management Inspections	3 Monthly			in house							27	Ш				L	L	L	Ш	Ц				
Weekly Inspections	Weekly			in house					6	13 2	0 27	3	10	17	4 3	1	14	21	28	6	13	20	27	
_ · ·	ĺ			Saltash Town Council (in house)					6	13 2	0 27	3	10	17	4 3	1	14	21	28	6	13	20	27	
Legionella (clear pipes / taps)	Weekly					1	1	1		1 -			1						. 7		- 1	1 -	1	
	Monthly			Saltash Town Council (in house)					6			3				- 3	_	<u> </u>	Ш	6			_	
Legionella (clear pipes / taps)	i i	N/A	07/03/24	Saltash Town Council (in house) H2H or Kovia Group				SDM/ASDM	6	1		3				Ė	_	L		6				

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Weekly Inspections	weekly			in house					6 1	3 20	27	3 10	17 24	31	7 14	21 28	6	13 20	27
Quaterly Management Inspections	quaterly			in house							27	Ш		Ш			Ш	Ш	
Weekly Inspections	weekly			in house					6 1	3 20	27	3 10	17 24	31	7 14	21 28	3 6 :	13 20	27
Legionella (clear pipes / taps)	weekly			Saltash Town Council (in house)					6 1	3 20	27	3 10	17 24	31	7 14	21 28	6	13 20	27
Legionella Tempertaure Checks/Records	monthly			Saltash Town Council (in house)					6			3			7		6		
Legionella Risk Assesment	Annual	N/A	ASAP! 2024	H2H or Kovia Group				SDM/ASDM											
													工				Ш	Ш	
Fairmead Allotments																			
Weekly Inspections	Weekly			Saltash Town Council (In house)					6 1	3 20	27	3 10	17 24	1 31	7 14	21 28	5 6	13 20	27
Quaterly Management Inspections	Quaterly			Saltash Town Council (In house)							27								
Weekly Inspections	Weekly			Saltash Town Council (In house)					6 1	3 20	27	3 10	17 24	1 31	7 14	21 28	3 6	13 20	27
Legionella (clear pipes / taps)	Weekly			Saltash Town Council (In house)					6 1	3 20	27	3 10	17 24	1 31	7 14	21 25	6	13 20	27
 Legionella Tempertaure Checks/Records	Weekly			Saltash Town Council (In house)					6			3	T		7		6		
Legionella Risk Assesment	Annual	N/A	ASAP! 2024	H2H or Kovia Group				SDM/ASDM					\top	П				11	
													士			士		力	
Road Legal Vehicles & Large Plant	Equipment																		
STC 1.***************	******	****** SC)LD *****	******	*****	*****	******	****		1									
Weekly Check	Weekly			In House															
Servicing	Annual			Richard O's Garage															
MOT	Annual			Moorlands Garage Saltash							_						ш		
Road Tax	Annual			In House - Accounts									#			#	<u></u>	#	
STC 2. Ford Transit, Pannel Van, W	hite, Registration	n Number [EA14 ZCZ]																
Weekly Check	Weekly	06/06/22	13/06/22	In House					√ √	✓	1 1	1	1 1	✓ ,	/ /	1 1	1 1	1	√
Servicing	Annual	23/02/23		Richard O's Garage									\bot		7		Ш	$\bot \! \! \bot$	
	Annual	09/01/24	09/01/25	Moorlands Garage Saltash In House - Accounts								2	+	\perp		_	₩	$+\!+\!+$	
nuau iax	Annual	01/12/24	01/12/25	III House - Accounts					1	┢	_	\pm	土	Н		土	世	世	
STC 3. Citron Pannel Van, Colour -	White, Registrat	ion Numbe	r [BX15 HV	VJ]															
	Weekly	02/04/24	08/04/24						√ √	✓	√ ✓	1	1 1	✓ ,	/ /	1 1	1 1	√	✓
Servicing	Annual	15/02/23		Richard O's Garage									+		15	_	₩	\dashv	
	Annual Annual	06/06/23 01/01/24		Moorlands Garage Saltash In House - Accounts								+	+	Н	14	+	₩	++	
									_		_	\pm	土	Н	1	士	世	#	
STC 4. Kubota 4x4 RTV 900, Colou	r - Black & Camo	uflage, Reg	istration N	umber [WK59 DNE]															
	Weekly	06/06/22	13/06/22						1 1	1	1 1	√	1 1	✓ ,	/ /	1 1	1 1	1	√
Servicing + Road Safety Checks	Annual	19/01/23	01/01/24	Vincent Tractors								1	+	H		+	H	\dashv	
MOT	None Applicable					Road Safety Checks	Done When Service	Is Carried Out					+	\blacksquare		+	H	₩	
Road Tax	Annual	01/09/24	01/09/25	In House - Accounts						Ł		1	土		\perp	土	丛	出	
STC 5. Kubota Ride-On Mower, Co	olour - Orange & I			1															
	Weekly	06/06/22	13/06/22						1 1	✓	1 1	√	1 1	✓ ,	/ /	1 1	1 1	1	√
Servicing + Road Safety Checks	Annual	19/01/23	01/01/24	Vincent Tractors							III.	1	+	$igcup_{}$		+	\dashv	$+\!\!+\!\!\!+$	_
Servicing + Road Safety Checks	Annual	19/01/23	01/01/24	Vincent Tractors			<u> </u>					1	\bot			_	Н	\bot	
мот	None Applicable					Road Safety Checks	Done When Service	Is Carried Out											

Road Tax	Annual	01/04/24	01/04/25	In House - Accounts								仜		
Ifor Williams Trailer, Vehicle Inden	tification Numbe	er: SCKS000	0NO803483	, Length: 3.526 Meters I	Max Load: 7	50Kg								
Servicing + Road Safety Checks	Annual	No Records	01/01/25	Vincent Tractors			Next Due 01.01.2025		01.01.202	5		匚		
Greenmech Woodchipper CS100, C	Colour: Green													
Servicing	Annual	No Records	01/01/25	Vincent Tractors			Next Due 01.01.2025		01.01.202	5		Ш		
												\vdash	$\perp \perp$	<u> </u>
KEY														
Gray - Not Applicable														
Green - Completed														
Orange - Up Coming or Pending														
Red - Missed Or Failed														