[2025 to 2026] Saltash Town Council - Statutory / Mandatory Building & Asset Checks The Guild Hall (Head Office) Electrical Installation (EICR) (Electrics Inside The TJ Electrical (NIC EIC 27/07/27 Approved Contractor) 07962034507 Tom Affek Satisfactory Certificate In Date Portacabin) 28/07/22 Assistant Town EC (Energy Effiency Certificate) WORK IN PROGRESS Kovia Group / Elmhurst Energy Systems / HI Devoi 10 yearly lo Records! Water Cooler Sanitising / exchange 23/03/23 Thirsty Work 4 units 20/03/24 Monthly Apr-25 Air Conditioning Unit - Service (Top Office) 30/01/25 30/01/26 Jackman SW Ltd Plymouth 01752 727999 Annual Saltash Town Council 07932429510 11/07/25 DELIVERY Department 07478663393 ASDM 07938429510 N/A Next Due 11/07/2026 ortable Appliance Testing (PAT) 12-18 Monthly 05/05/25 11/12/24 Sovereign Fire & Security Ltd (Plymouth) CCTV Service 11/12/23 01752 3373337 Taken Over 2024 23/02/25 Jackman SW Ltd Plymouth Satisfactory Certificate In Date 01752 727999 Gas Boiler(s) Service And General Gas Safety Checks 23/02/24 Cast Aluminium Condensing Hot Water Heating Boiler 21/11/22 21/11/23 Zurich - Crimson 07764 149397 Nigel Hughes Unknown Annual 21/11/23 Zurich - Crimson 07764 149397 Nigel Hughes Bladder Type Pressuristaion Heating Vessel 21/11/22 Rob Shaw 07970 244136 Passenger Lift Service and Maintenance 3 Monthly 24/10/22 24/01/23 OTIS 31/05/23 22/04/25 Zurich - Crimson Passenger lift LOLER Inspections 7875887007 lan 22/04/24 Annual Unknown 10/08/25 Sovereign Fire & Security Ltd (Plymouth) Site Intruder Alarm System Next Due August 2025 10/08/24 Annual 10/08/25 Sovereign Fire & Security Ltd (Plymouth) Next Due August 2025 Site Fire Alarm System 10/08/24 2024 ASAP! Chubb Or H2H SDM/ASDM ire Risk Assessment (FRA) No Record 24/12/25 Chubb Fire & Security Ltd Fire Fighting Equipment (FFE) Certificate Received 24/12/24 13/12/22 SERVICE Saltash Town Council 24/10/2024 DELIVERY DEPARTMENT Fire Alarm Drill 6 Monthly * 24/04/2024 SERVICE Saltash Town Council DELIVERY DEPARTMENT Fire Alarms Saltash Town Council SERVICE DELIVERY DEPARTMENT Over Due! mergency Lighting Maintenace Visit Saltash Town Council SERVICE DELIVERY DEPARTMENT Legionella (clear pipes / taps) weekly Saltash Town Council 01/05/24 DELIVERY DEPARTMENT Legionella Tempertaure Testing nonthly 03/04/24 gionella Risk Assesment Station Building - Isambard House Asbestos Log held at the Station no asbestos present! Asbestos Register annual * 21/06/17 TJ Electrical Electrical Installation Certificate (EICR) 07/07/28 Approved Contractor) 07962034507 Tom Affek Satisfactory Certificate In Dat 07/07/23 DEC (Energy Effiency Certificate) 07/08/24 Kovia Group / Elmhurst Energy Systems / HI Devon 10 yearly

| Portable Appliance Testing (PAT) | 12-18 Monthly | 05/05/25 | 01/12/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | 100 | Next Due 01/12/2026 | | | T | | $\overline{\top}$ | \prod | $\overline{\top}$ | П | T | |
|---|---------------------|-------------|-------------|--|-----------------------------|-------------------------|----------|----------------------|-----------------|-----------|----------|--|-------------------|----------------------------------|-------------------|-----------------|--------|-----------|
| Gas boiler Service / Gas Safety Checks | Annual | 10/02/24 | | Jackman Peckover | 07.17000000 | 7.00.11.07.300.12.3010 | | Next Due Feb 2025 | | H | ╅ | | + | + | + | \vdash | + | \vdash |
| cus some service / cus somety enecks | Allitudi | 10/02/24 | | | | | N/A | Next Bue 1 es 2025 | \vdash | Н | 十 | + | 十 | + | + | \vdash | ╈ | \dagger |
| Site Intruder Alarm System | Annual | 10/08/24 | 10/08/25 | Sovereign Fire & Security Ltd (Plymouth) | | | ТВС | Next Due August 2025 | \vdash | Н | 4 | + | + | + | | $\vdash \vdash$ | ╀ | \vdash |
| Automatic Fire Detection | Annual | 10/08/24 | 10/08/25 | Sovereign Fire & Security Ltd (Plymouth) | | | ТВС | Next Due August 2025 | | | 4 | $\perp \! \! \! \! \! \! \! \! \! \! \perp$ | \perp | \perp | | \coprod | \bot | |
| Access Control System | Annual | 10/08/24 | 10/08/25 | Sovereign Fire & Security Ltd (Plymouth) | | | N/A | Next Due August 2025 | | | - | | | | | | | |
| Fire Risk Assessment (FRA) | Appual Deviewed | No Donords | 2024 ACADI | Chubb Or H2H | | | | SDM/ASDM | | | T | \prod | | \Box | | | | |
| FILE RISK ASSESSITIENT (FRA) | Annual - Reviewed | No Records | 2024 ASAP! | Cliabo Of HZH | | | | 3DIVI/A3DIVI | \vdash | H | 十 | + | + | + | + | \vdash | ╁ | \vdash |
| Fire Fighting Equipment (FFE) | Annual | 12/01/24 | 12/01/25 | Chubb Fire & Security Ltd | | | 13/12/22 | Certificate Received | | | 4 | | \blacksquare | | | | _ | |
| Fire Alarms | Weekh | | | Saltash Town Council SERVICE DELIVERY DEPARTMENT | | | | | 7 1 | 4 21 | 20 | 5 12 | 10 | 26 20 | 0 10 | 22 | 7.0 | 1.0 |
| ine (Name | Weekly | | | Saltash Town Council SERVICE | | | | | / 1 | 4 21 | 20 | 5 12 | 19 2 | 26 30 | 9 10 | 23 3 | 7 | 14 |
| Emergency Lighting | Weekly | | | DELIVERY DEPARTMENT | | | | | 7 1 | 4 21 | 28 | 5 12 | 19 | 26 30 | 9 16 | 23 3 | 30 7 | 14 |
| | | | | | | | | | | | - | | | | | | | |
| Emergency Lighting Maintenace Visit | Annual | 12/04/23 | 12/04/24 | Saltash Town Council - In House | | | | | | | 4 | | | | | | | |
| Legionella (clear pipes / taps) | Weekly | | | Saltash Town Council SERVICE DELIVERY DEPARTMENT | | | | | 7 1 | 4 21 | 28 | 5 12 | 19 | 26 30 | 9 16 | 23 3 | 30 7 | 14 |
| Logianalla Tomportaura Torting | | 03/04/04 | 04 (05 (0.4 | Saltash Town Council SERVICE DELIVERY DEPARTMENT | | | | | | | | | | | | | | |
| Legionella Tempertaure Testing | monthly | 03/04/24 | 01/05/24 | | | | | | 1 | H | ┲ | | + | + | | \vdash | 1 | ┢ |
| Legionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | | SDM/ASDM | | \perp | - | | \dashv | | \dashv | | | <u> </u> |
| Maurice Huggins Room | | | | | | | | | | | | | | | | | | |
| Asbestos register | Annual / Reviewed | No Dogards | ASAP! 2024 | Shield (Contractor) | | | | | | П | 丁 | | 一 | $\top \top$ | \top | | Т | Т |
| / GBCSGOT CELLECT | Allitual / Neviewed | No Records | A3AF: 2024 | TJ Electrical (STC | | | | | \vdash | Н | 十 | 27. <mark>07.2</mark> 0 | | + | + | \vdash | ╈ | \vdash |
| electrical installation | 5 yr | 15/05/23 | 15/05/28 | Approved Contractor) | | | | | \vdash | Н | 4 | .7.07.20 | 20 | + | + | $\vdash \vdash$ | ╄ | \vdash |
| DEC (Energy Effiency Certificate) | 10 yearly | No Records! | Early 2024 | Kovia Group / Elmhurst Energy Systems / HI Devoi | ı | 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 | | | - | | | | | | | |
| Intruder Alarm System | | | | Sovereign Fire & Security Ltd | | | | | | Ħ | \top | + | \top | $\top \top$ | | П | 1 | \Box |
| intitude Alaim System | Annual | 23/03/24 | | | | | | | \vdash | \vdash | 十 | + | + | + | + | \vdash | ╁ | \vdash |
| Automatic Fire Detection System | Annual | 23/03/24 | 23/03/25 | Sovereign Fire & Security Ltd | | | | | \vdash | Н | + | + | + | + | _ | \vdash | ╀ | \vdash |
| Fire Risk Assessment (FRA) | Annual - Reviewed | No Records | 2024 ASAP! | Chubb Or H2H | | | | SDM/ASDM | | | | | | | | | | |
| Fire Fighting Equipment (FFE) | Annual | 12/01/25 | 12/01/26 | Chubb Fire & Security Ltd | | | 13/12/22 | Certificate Received | | | | | | | | | | |
| | | 12/01/23 | 12/01/20 | Saltash Town Council - In House | | | 13/12/22 | | 7 1 | 1 21 | 20 | 5 12 | 10 | 26 20 | 0 1 | 22 | 70 7 | |
| Emergency lighting Emergency Lighting Maintenace Visit | Weekly | 05/04/23 | 05/04/24 | Service Delivery Department | | | | ASDM Over Due! | / 1 | 4 21 | 28 | 5 12 | 19 2 | 26 30 | 9 16 | 23 3 | 7 | 14 |
| | 12Monthly | 05/04/23 | 05/04/24 | | | | | | 5 | | 4 | | | | | | | |
| Legionella (clear pipes / taps) | Weekly | + | | Saltash Town Council - In House | | | | ASDM | 7 1 | 4 21 | 28 | 5 12 | 19 7 | 26 30 | 9 16 | 23 3 | 7 | 14 |
| Legionella Tempertaure Testing | monthly | 03/04/24 | 01/05/24 | Saltash Town Council - In House | | | | | 1 | | 4 | 1 | \dashv | $\perp \!\!\! \perp \!\!\! \mid$ | 2 | \coprod | 1 | _ |
| Legionella Risk Assesment | Annual | N/A | 07/03/24 | H2H or Kovia Group | | | | SDM/ASDM | | | | $oldsymbol{ol}}}}}}}}}}}}}}}}}}$ | | Ш | \perp | Ш | | |
| Longstone Depot Building | | | | | | | | | | | | | | | | | | |
| Asbestos register | America / Device of | No Records | ACADLOD24 | Kovia Group Plymouth Ltd | | | | | T | | T | | T | TT | T | | T | T |
| Topodeo register | Annual / Reviewed | No Records | ASAP! 2024 | none Group Hymouth Ltu | | Assistant Town | | | + | \forall | 十 | ++ | + | + | + | + | + | + |
| DEC (Energy Effiency Certificate) | 10 yearly | No Records! | Early 2024 | Kovia Group / Elmhurst Energy Systems / HI Devor | 1 | Clerk | POA | WORK IN PROGRESS | $oxed{igspace}$ | \sqcup | 4 | | | | | \coprod | ╀ | \perp |
| L | | 1 | | TJ Electrical (STC | | | | 1 | | | 1 | | . [| | | | | |
| Electrical installation | 5 yr | 17/05/23 | 17/05/28 | Approved Contractor) | | 1 | 1 | | | | | | ' I | P | ` I | 1 1 | | 1 |

| Portable Appliance Testing (PAT) | Annual | 07/04/23 | | Saltash Town Council - In House | | | | 12 Months Scheduled. | 7 | \perp | Ц | \bot | | Ц | 丄 | $\perp \! \! \perp \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \!$ | Ц | 丄 | \perp |
|--|-------------------|-------------|------------|---|-----------------------------|-------------------------|----------|--|------------|---------|---------------------|---------|------------|----------|--------|---|----------|---------|-----------|
| CCTV Service | Annual | 23/11/21 | 23/11/22 | Sovereign Fire & Security Ltd | | | | N/A | oxdot | \perp | $oldsymbol{\sqcup}$ | _ | _ ' | \vdash | 4 | | \vdash | 4 | 4 |
| Intruder alarm. | Annual | 23/03/24 | 23/03/25 | Sovereign Fire & Security Ltd | | | 27/01/22 | confirmed termination date on the 05/01/2023 | | | | | | | | | | | |
| Fire Alarm System. | Annual | 23/03/24 | 23/03/25 | Sovereign Fire & Security Ltd | | | 27/01/22 | confirmed termination date on the 05/01/2023 | | | | | | | | | | | |
| | | | | | | | 27/02/22 | | | | 一 | \top | | \Box | \top | | | \top | \dagger |
| Fire Risk Assessment (FRA) | Annual - Reviewed | No Records | 2024 ASAP! | Chubb Or H2H | | | | SDM/ASDM | \vdash | + | $\vdash \vdash$ | + | + | \vdash | 十 | + | \vdash | + | + |
| Fire Fighting Equipment (FFE) | Annual | 12/01/24 | 12/01/25 | Chubb Fire & Security Ltd | | | 13/12/22 | Certificate Received | | \perp | Ц | \bot | ' | Ц | ┸ | \perp | Ц | ┸ | \perp |
| Roller Shutter Service | annual | 16/02/21 | 19/10/23 | South West Garage Doors Ltd | | | POA | A | | | Ц | _ | | Ц | | | Ц | | |
| Emergency Lighting | Weekly | | | Service Delivery Department | | | | ASDM | 7 1 | 1 21 | 28 | 5 1 | 2 19 | 26 | 30 | 9 16 | 23 | 30 | 7 |
| Emergency Lighting Maintenace Visit | , 12Monthly | 05/04/23 | 05/04/24 | Service Delivery Department | | | | Over Due! | 5 | | П | | | | T | | | T | T |
| | IZMORUNY | 03/04/23 | 03/04/24 | | | | | Over buc. | | | | | | | | | | | |
| Legionella (clear pipes / taps) | weekly | | | Service Delivery Department | | | | ASDM | 7 1 | 1 21 | 28 | 5 1 | 2 19 | 26 | 30 | 9 16 | 23 | 30 | 7 1 |
| Legionella Tempertaure Testing | monthly | 03/04/24 | 01/05/24 | Saltash Town Council - In House | | | | | 1 | | Ц | 1 | | Ц | | 2 | Щ | | 1 |
| Legionella Risk Assesment | Annual | N/A | 07/03/24 | H2H or Kovia Group | | | | SDM/ASDM | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| Library Building - Saltash Library | Hub | | | | | | | | | | | | | | | | | | |
| | | | | Reviewed Internally But Contracted To Kovia | | | | | | | | | | | | | | | |
| Asbestos Register | Annual - Reviewed | 01/01/22 | 2024 ASAP! | Group Ltd As Needed | | | | | | + | \dashv | + | +- | \vdash | + | + | \vdash | + | + |
| Electrical installation | 5 yr | 17/03/21 | 17/03/26 | TJ Electrical (STC Approved Contractor) | | | | Next Due 17.03.2026 | | | Ц | | | | | | | | \perp |
| Portable Appliance Testing (PAT) | 12-18 Monthly | 05/05/25 | 01/12/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 0793842951 | N/A | Next Due 01/12/2026 | | | | 5 | | | | | | | |
| DEC (Energy Effiency Certificate) | 10 yearly | No Records! | Early 2024 | Kovia Group / Elmhurst Energy Systems / HI Devoi | | Assistant Town Clerk | POA | WORK IN PROGRESS | | | ı | | | | | | | | |
| сстv | Annual | 23/11/23 | | A&M Security | | | | | | | П | \top | | П | ┰ | | | T | T |
| Gas Installation Checks | Annual | 07/03/24 | | Jackman SW Ltd | | | | | | | П | T | | П | \top | | | T | T |
| Boiler Service and Radiator Checks | Annual | 07/03/24 | 07/03/25 | Jackman SW Ltd | | | | | | | | | | | | | | | |
| Boiler heat pump switch over | monthly | 20/01/21 | 20/02/21 | Saltash Town Council - In House | | | | Beginning Of Month | 7 | | | 5 | | | | 9 | | | 7 |
| Mild Steel Hotwater Heating Boiler LH | Annual | 18/11/21 | 18/11/202 | Zurich - Crimson | | | | | | | | | | | | | | \perp | \perp |
| Mild Steel Hotwater Heating Boiler RH | Annual | 18/11/21 | 18/11/22 | Zurich - Crimson | | | | | Ш | | Ц | \bot | ' | Ц | 丄 | ' | Ц | 丄 | \perp |
| Bladder Type Pressurisation Vessel | Annual | 18/11/22 | 18/11/23 | Zurich - Crimson | | | | | Ш | | Ц | \bot | | Ц | ᆚ | | Ш | ┸ | \perp |
| Intruder Alarm | Annual | 01/05/24 | Unknown | ASG/Uniq | | | | | lacksquare | \perp | $oldsymbol{\sqcup}$ | + | <u> </u> | \sqcup | 4 | ' | \sqcup | 4 | 4 |
| Automatic Fire Detection | Annual | 24/01/24 | 24/07/24 | | | | | | \vdash | \perp | oxdot | + | <u> </u> | \vdash | + | $\perp \!\!\! \perp \!\!\! \mid$ | \vdash | + | + |
| Fire Risk Assessment (FRA) | Annual - Reviewed | No Records | 2024 ASAP! | Chubb Or H2H | | | | SDM/ASDM | | | Ц | \perp | | Ц | ᆚ | | Ц | ┸ | \perp |
| Fire Fighting Equipment (FFE) | Annual | 24/12/24 | 24/12/25 | Chubb Fire & Security Ltd | | | N/A | Certificate Received | | | | | | | | | | ı | |
| autmatic door (OUTSIDE) service | annual | 10/12/21 | 10/02/22 | SouthWest Doors Ltd | | | | Over Due! | | | | | | | | | | | |
| automatic door (INSIDE) service | annual | 10/02/21 | 10/02/22 | SouthWest Doors Ltd | | | | Over Due! | | | | | | | | | | | |
| Fire Alarms | wookh | | | Service Delivery Department | | | | | 7 1 | 1 21 | 20 | . 1 | 2 10 | 26 | 30 | 9 16 | 23 | 20 | 7 |
| THE Alarms | weekly | | | Service Benvery Bepartment | | | | | / 14 | + 21 | 28 | 5 1 | 19 | 26 | 30 | 9 10 | 23 | 30 | + |
| | I | 05/04/22 | 12/04/23 | Service Delivery Department | | | | Michael Cotton | 7 1 | 1 21 | 28 | 5 1 | 2 19 | 26 | 30 | 9 16 | 23 | 30 | 7 |
| Emergency lighting | Weekly | 05/04/23 | | | | | | 0 0 1 | | 1 | ιI | | 1 ' | í L | - | 1 / | ı L | | |
| Emergency lighting Emergency Lighting Maintenace Visit | Weekly 12Monthly | 05/04/23 | | Service Delivery Department | | | | Over Due! | 5 | | | \bot | \bot | ш | | + | Щ | | _ |
| | | | | Service Delivery Department Service Delivery Department | | | | Over Due! | 7 1 | 1 21 | 28 | 5 1 | 2 19 | 26 | 30 | 9 16 | 23 | 30 | 7 1 |
| Emergency Lighting Maintenace Visit | 12Monthly | | 05/04/24 | | | | | Over Due! | 7 1 | 1 21 | 28 | 5 1 | 2 19 | 26 | 30 | 9 16 | 23 | 30 | 7 : |

| | Asbestos Register | Annual | | | Kovia Group Ltd | | const | ructed after the year | 2000. Therefore no | asbestos present | | | | | | | | | |
|---------------------|---|-------------------|-------------|------------|---|-----------------|-----------------------------|-------------------------|--------------------|--|---------------------------------|------|----------------|-----------|-------|----------|----------|---|--|
| | Electrical Installation (EICR) (Electrics Inside The | | | | Saltash Town Council | SERVICE | 07932429510 | | | | $\neg \neg$ | т | П | | | т | П | П | $\top \Box$ |
| | Portacabin) | Annual | 14/06/25 | 14/06/26 | DELIVERY Department Saltash Town Council | SERVICE | '07478663393 | ASDM 07938429510 | N/A | Next Due 14.06.2026 RISK ASSESSMENT | + | _ | \blacksquare | + | | \vdash | \vdash | | +++ |
| | Portable Appliance Testing (PAT) | Annual | 06/02/23 | 06/02/24 | DELIVERY Department | SERVICE | | | | 12 Monthly | \perp | | Ш | | | | | Ш | |
| | DEC (Energy Effiency Certificate) | 10 yearly | No Records! | Early 2024 | Kovia Group / Elmhurst Energy Sys | tems / HI Devon | | Assistant Town Clerk | POA | WORK IN PROGRESS | \perp | | Ш | | | | | Ц | |
| | Water Cooler Sanitising / exchange | quarterly | 28/10/23 | 28/03/24 | Thirsty Work | | | | | 1 unit | | | | | | | ✓ | | |
| | Intruder Alarm System | Annual | 23/01/25 | 24/01/26 | Soverign Fire & Security Ltd | | | | | Next Due 24.01.2026 | | | | | | | | | |
| | 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 | | | | 13/12/24 | Certificate Received | | | | | | | | | |
| | Fire Alarm Test | Weekly | 01/06/22 | 08/06/22 | Service Delivery Department | | | | | | 7 14 | 21 2 | 8 5 | 12 19 | 26 30 | 9 16 | 23 30 | 7 | 14 |
| | Legionella (clear pipes / taps) | weekly | 01/06/22 | 08/06/22 | Service Delivery Department | | | | | | 7 14 | 21 2 | 8 5 | 12 19 | 26 30 | 9 16 | 23 30 | 7 | 14 |
| | Legionella Tempertaure Checks/Records | monthly | | | Service Delivery Department | | | | | | 1 | | 1 | | | 2 | | 1 | |
| | Emergency Lighting Weekly Test(s) | Weekly | 01/06/23 | 01/06/24 | Service Delivery Department | | | | | | 7 14 | 21 2 | 8 5 | 12 19 | 26 30 | 9 16 | 23 30 | 7 | 14 |
| | Emergency Lighting Maintenace Visit | , 12Monthly | 05/04/23 | | Service Delivery Department | | | | | Over Due! | 5 | | П | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| | Waterside Office Welfare Unit (Portacal | bin Unit) | | | | | | | | 1 | | | | | | | | | |
| | Electrical Installation (EICR) (Electrics Inside The Portacabin) | Annual | No Records! | 08.04.2025 | Saltash Town Council DELIVERY Department | SERVICE | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.07.2025 | | | | | | | | | 28 |
| | Welfare Unit Electrical Installation Testing | Annual | 18/12/22 | 18/12/23 | Service Delivery Department | | | | | | | | | | | | | | |
| | DEC (Energy Effiency Certificate) | 10 yearly | | Early 2024 | Kovia Group / Elmhurst Energy Syst | tems / HI Devon | | Assistant Town Clerk | POA | WORK IN PROGRESS | | | П | | | | | П | |
| | Water Cooler Sanitising / exchange | quarterly | 26/11/21 | 26/02/22 | Thirsty Work | | | | | | | | П | | | | | | |
| | Portable Appliance Testing (PAT) | annual** | 06/03/24 | | Saltash Town Council (in house) | | | | | RA 12Monthly. | | | | \dagger | | | | | |
| | 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 | | | | | | | | | |
| y Lighting To Be | smoke Alarms | weekly | | | Saltash Town Council DELIVERY Department | SERVICE | | | | | 7 14 | 21 2 | 8 5 | 12 19 | 26 30 | 9 16 | 23 30 | 7 | 14 |
| | Legionella Weekly (clear pipes / taps) | weekly | | | Saltash Town Council DELIVERY Department | SERVICE | | | | | | 21 2 | П | 12 19 | 26 30 | 9 16 | 23 30 | 7 | 14 |
| | Legionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council DELIVERY Department | SERVICE | | | | | 1 | | 1 | | | 2 | | 1 | $ \cdot $ |
| | Legionella Risk Assesment | Annual | N/A | 07/03/24 | H2H or Kovia Group | | | | | SDM/ASDM | | | | | | | | | $\top \Box$ |
| | Water Storage Tank Clean | Annual | 03/02/23 | | Saltash Town Council - In House | | | | | SDM/ASDM | | | | | | | | | |
| | Juhilaa Graan Pantaan | | | | | | | | | | | | | | | | | | |
| | Jubilee Green Pontoon [Instrict Installation (EICD) (Main | | | | Saltach Town Carresil | CEDVICE | 07022420540 | | | | | | 1 | T | | T | | | |
| | Electrical Installation (EICR) (Main Supply Point And Main DB On Site) | Annual | 20.04.2024 | 28.04.2025 | Saltash Town Council DELIVERY Department | SERVICE | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.07.2025 | $\perp \! \! \perp \! \! \perp$ | | | \perp | | | | | 28 |
| | Electrical Bulkhead Safety Inspection(s) Set Timer and Pres RCD Test Button To Ensure Working Correctly. | 6 Monthly | 02/05/25 | 01/11/25 | Saltash Town Council DELIVERY Department | SERVICE | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 01.11.2025 | | | 2 | | | | | Ц | $\perp \! \! \perp \! \! \! \perp \! \! \! \! \! \! \! \! \! \! \! \!$ |
| | Annual Survey | Annual | 10/10/23 | 10/10/24 | Underhill Engineering Ltd | | | | | | | | Ш | | | | | | $\perp \! \! \perp \! \! \perp \! \! \! \perp$ |
| | Life Jackets external service | Annual | 09/01/25 | 09/01/26 | Survitec (Crewsaver Jackets) | | | | | Certificate Received (Next Due 09/01/2026) | | | Ш | | | | | Ц | $\perp \! \! \perp \! \! \perp \! \! \! \! \! \perp$ |
| | Life Jackets external service | Annual | 29/01/25 | 20/02/26 | Ocean Safety (Crewsafe Jackets) | | | | | Certificate Received (Next Due 29/01/2026) | | | | | | | | | |

| Life Jacket internal safety checks | Weekly | | | Saltash Town Council SERVICE DELIVERY Department | | | | 1 1 | / / | 1 | 1 1 | 1 1 | 1 1 | 1 1 | 1 1 | |
|--|-----------|------------|------------|---|-----------------------------|--------------------------------------|--|------------|------------|----------|---------|------------|---------------------|-------------------|---------------|--------------------------|
| Life Buoy and Saftey Throw lines saftey service | Weekly | | | Saltash Town Council SERVICE DELIVERY Department | | | | 1 1 | J J | 1 | 1 1 | 1 1 | 1 1 | 1 1 | / / | |
| Life Bouy and Safety Throw Lines Ropes | Daily | | | Saltash Town Council SERVICE DELIVERY Department | | | | √ √ | <i>y y</i> | / | 1 1 | 1 1 | V V | 1 1 | / / | |
| Daily Safety Inspection | Daily | | | Saltash Town Council SERVICE DELIVERY Department | | | | 1 1 | , , | | , , | 1 1 | | | | |
| Poxton - Daily Gate Code Changed | Daily | | | Saltash Town Council SERVICE | 1 | | | | | | | | V | | | H |
| (For 7 Days) | Weekly | | | DELIVERY Department | | | | 7 14 | 21 | 28 5 | 12 19 | 26 30 | 9 16 | 23 30 | 7 14 | 4 |
| Waterside Life Bouys | | | | | | | | | | | | | | | | |
| Life Bouys | Weekly | | | Saltash Town Council (in house) | | Report Any Issue: Department (Pau | To Cornwall Council Marine Ferris) | / / | V | √ | 1 1 | y y | y y | 1 | J | |
| Comish Cross Cite | | | | | | | | | | | | | | | | |
| Cornish Cross Site | | | | | | | | | <u> </u> | | _ | | | | _ | - |
| Electrical Installation (EICR) | Annual | 08.04.2022 | 08.04.2025 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 N/A | Next Due 28.07.2025 | | Ц | Ц | \perp | | | | | |
| Electrical Supply And Floodlight Safety Inspection(s) Set Timer and Presh RCD Test Button. | | | | Saltash Town Council - In House | | | Nort Due 01/11/2025 | | | | | | | | | |
| Presn RCD Test Button. | 6 Monthly | 02/05/25 | 01/11/25 | (Michael Cotton) | | | Next Due 01/11/2025 Found A Company To Do It | \vdash | \vdash | 2 | + | ++ | | + | \vdash | ++ |
| Cornish Cross Tension Test - (Contractor) | 2 Veerly | | | swaun-Test Ltd / Underhill Engineering Ltd | | | This Year In Torque Messurement | | | | | | | | | |
| | 3 Yearly | | | ondernin Engineering Eta | | | Wessurement | \vdash | \vdash | ╂┤ | + | ++ | | + | \vdash | ++ |
| Floodlight Safety Inspection And Bolt Tension Checking To Ensure Tight. | 6 monthly | 03/03/25 | 03/09/25 | Saltash Town Council - In House (ASDM) | | | Next Due 03/09/2025 | | | Ш | | Ш | | | | $\perp \perp$ |
| Weekly Site Check | Weekly | N/A | N/A | Saltash Town Council - In House (ASDM) | | | | 3 12 | 19 | 26 3 | 10 1 | 24 31 | . 7 14 | 21 28 | 4 1 | 2 |
| Brunel Bust Site & Monument Site | | | | | | | | | | | | | | | | |
| Diane. Dast site & Monament Site | | | | Coltach Town Council CEDVICE | 07022420510 | | | | П | | \top | \Box | | | $\overline{}$ | |
| Electrical Installation (EICR) | Annual | 08.04.2022 | 08.04.2025 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 N/A | Next Due 28.07.2025 | | | | | | | | | <u> </u> |
| Weekly Site Check | Weekly | N/A | N/A | Saltash Town Council - In House (ASDM) | | | | 3 12 | 19 | 26 3 | 10 1 | 24 3: | 1 7 14 | 21 28 | 4 1 | .2 |
| | | | | | | | | | | | | | | | | |
| North Road Bus Stop | - | <u> </u> | ı | | | | | | | | | | | | | |
| Weekly Site Check | Weekly | N/A | N/A | Saltash Town Council (in house) | | | | 3 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 | 21 28 | 4 1 | 2 |
| | | | | | | | | | | | | | | | | $\perp \perp \downarrow$ |
| Memerial Peace Gardens | - | <u> </u> | ī | | | | | | | | | | | | | |
| Weekly Site Checks. H&S/ Signage/Benches/Memorials/Flower Beds etc. | Weekly | N/A | N/A | Saltash Town Council - In House | | | | 3 12 | 19 | 26 3 | 10 1 | 24 3: | 7 14 | 21 28 | 4 1 | .2 |
| | | | | | | | | | | | | | | | | |
| Huntly Gardens | | | | | | | | | | | | | | | | |
| Weekly Site Check. H&S/Street Funiture/Grounds Maintenance etc. | Weekly | N/A | N/A | Saltash Town Council - In House (Michael Cotton) | | | | 3 12 | 19 | 26 3 | 10 1 | 24 3 | 7 14 | 21 28 | 4 1 | 2 |
| | | | | | | | | | | | | | | | | |
| Waterside Festoon Lighting | | | | ı | 1 | | 1 | | | | | | | | | |
| (Pontoon Cabin Side) Electrical Supply Inspection(s) Visual Inspection | | | | Saltash Town Council - In House | | | | | | | | | | | | |
| And RCD Test. Insure Timer Is Working And Times Correct. | 6 Monthly | 02/05/25 | 01/11/25 | (Michael Cotton) | | | Next Due 01/11/2025 | \vdash | \vdash | 2 | + | ++ | | $+\!\!+\!\!\!\!-$ | \dashv | ++ |
| (Lamp Post Nr Astore Rock Side) Electrical Supply Inspection(s) Visua | al | | | Saltash Town Council - In House | | | | | | | | | | | | |
| Inspection And RCD Test. Insure Timer Is Working And Times Correct | 6 Monthly | 05/12/24 | | (Michael Cotton) | | | Next Due 01/11/2025 | | | 2 | | | | | , I | |

| Trematon Pound | | | | | | | | | | | | | | | | | | | |
|--|---|------------------------|------------------------------|---|--------------|------|-----|--|---------------|----|----------|------|------|---------|----------|---------------------|---------|----------------|-------------|
| Weekly Site Check | Weekly | N/A | N/A | Saltash Town Council - In House (Michael Cotton) | | | | | 3 12 | 19 | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 | 8 4 | 12 |
| | | | | | | | | | | | | | | | | | | | |
| Gas Appliances | | | | | | | | | | | | | | | | | | | |
| Gas Space Heater safety Check | Annual | 30/05/24 | 30/05/2025 | Saltash Town Council (in house) | 01752 844846 | ASDM | N/A | Next Due 01/11/2025 | | | П | 30 | | Т | Т | \prod | | П | |
| Gas Space Heater safety service | Annual | 2023 | 2024 | Jackman Peckover | | | N/A | ASAP! | | | | | | | | | | П | |
| Gas Beacon safety Check | Annual | 30/05/2024 | 30/11/25 | Saltash Town Council (in house) | 01752 844846 | ASDM | N/A | Next Due 01/11/2025 | | | 1 | 30 | П | \top | T | \Box | | П | <u> </u> |
| Gas Beacon safety service | Annual | Unknown | 11/01/24 | Jackman Peckover | | | N/A | SDM | | | T | | | + | 1 | $ \uparrow $ | \top | \Box | <u> </u> |
| | | | | | | | | | | | | | | 二 | <u> </u> | | | | |
| Public Toilets - Longstone Park | | | | | | | | | | | | | | | | | | | |
| Asbestos Register | Annual / Reviewed | Pending | Pending | Kovia Group Plymouth Ltd | | | | SDM/ASDM | | | _ | | Ш | \perp | ┸ | $\perp \! \! \perp$ | \perp | Ш | <u> </u> |
| Electrical installation | 5 yearly | 08.04.2022 | 08.04.2027 | TJ Electrical (STC 7 Approved Contractor) | | | | PO raised 08/04/2022 | | | | | Ш | \perp | ⊥ | | | | |
| Portable Appliance Testing (PAT) | Annual | 06/03/23 | 07/04/24 | Saltash Town Council (in house) | | | | RA - 12 Monthly | | | | | | | | | | | |
| Fire Risk Assessment (FRA) | Annual - Reviewed | No Records | 2024 ASAP! | Chubb Or H2H | | | | SDM/ASDM | | | 1 | | | | ı | | | | |
| Emergency Lighting | Weekly | | | Saltash Town Council (in house) | | | | ASDM | 3 12 | 19 | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 2 | 8 4 | 12 |
| imergency Lighting Maintenace Visit | 12Monthly | 05/04/23 | 05/04/24 | Service Delivery Department | | | | Over Due! | 5 | | | | | T | Т | П | T | П | |
| egionella (clear pipes / taps) | Weekly | | | Saltash Town Council (in house) | | | | | 3 12 | 19 | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 2 | 8 4 | 12 |
| egionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council (in house) | | | | | 3 | | | 3 | | Т | | 7 | | 4 | <u> </u> |
| egionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | | SDM/ASDM | | | | | | T | | \prod | | | Π |
| | | | | | | | | | | | | | | ユ | _ | | ユ | | |
| Public Toilets - Belle Vue | | | 1 | | 1 | 1 | | | | | | | | | | | | | |
| Asbestos Register | Annual / Reviewed | Pending | Pending | Kovia Group Plymouth Ltd | | | | SDM/ASDM | | | 4 | _ | | 4 | 4 | $\perp \downarrow$ | \bot | \blacksquare | \vdash |
| Electrical installation | 5 yr | 08.04.2022 | 08.04.202 | TJ Electrical 7 (Approved Contractor) | | | | | | | | | | | | | | | |
| | | | | Saltash Town Council SERVICE | | | | RISK ASSESSMENT | | | | | | | | | | | |
| Portable Appliance Testing (PAT) | Annual | 06/02/23 | 06/02/24 | DELIVERY Department | | | | 12 Monthly | - | | \dashv | + | H | + | ╁ | + | + | H | \vdash |
| Fire Risk Assessment (FRA) | Annual - Reviewed | No Records | 2024 ASAP! | Chubb Or H2H | | | | SDM/ASDM | | | | | | _ | ┸ | | | | |
| Emergency Lighting | Weekly | | | Saltash Town Council (in house) | | | | ASDM | 3 12 | 19 | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 2 | 8 4 | 12 |
| Emergency Lighting Maintenace Visit | | | | | | | | | | | | - 1 | 1 1 | | ⊥ | | | | |
| | 12Monthly | 05/04/23 | 05/04/24 | Service Delivery Department | | | | Over Due! | 5 | | | | | | | | | | |
| | 12Monthly weekly | 05/04/23 | 05/04/24 | Service Delivery Department Saltash Town Council (in house) | | | | | 3 12 | 19 | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 2 | 8 4 | 12 |
| Legionella (clear pipes / taps) | | 05/04/23 | 05/04/24 | | | | | | 3 12 3 | | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 2 | 8 4 | 12 |
| egionella (clear pipes / taps) | weekly | 05/04/23 N/A | 05/04/24 ASAP! 2024 | Saltash Town Council (in house) | | | | | 3 12 | | 26 | 3 10 | 17 | 24 | 31 | 7 14 | 21 1 | 8 4 | 12 |
| Legionella (clear pipes / taps) Legionella Tempertaure Checks/Records Legionella Risk Assesment | weekly Monthly | | | Saltash Town Council (in house) Saltash Town Council (in house) | | | | Over Due! | 3 12 3 | | 26 | 3 1 | 17 | 24 | 31 | 7 14 | 21 2 | 8 4 | 12 |
| Legionella (clear pipes / taps) Legionella Tempertaure Checks/Records Legionella Risk Assesment Public Toilets - Alexandra Square | weekly Monthly | | | Saltash Town Council (in house) Saltash Town Council (in house) | | | | Over Due! | 3 12 3 | | 26 | 3 10 | 17 | 24 | 31 | 7 14 | 21 2 | 4 | 12 |
| Legionella (clear pipes / taps) Legionella Tempertaure Checks/Records Legionella Risk Assesment Public Toilets - Alexandra Square Asbestos Register | weekly Monthly Annual | N/A | ASAP! 2024 Pending | Saltash Town Council (in house) Saltash Town Council (in house) H2H or Kovia Group | | | | Over Due! SDM/ASDM | 3 12 3 | | 26 | 3 10 | 17 | 24 | 31 | 7 14, | 21 2 | 8 4 | 12 |
| Legionella (clear pipes / taps) Legionella Tempertaure Checks/Records Legionella Risk Assesment Public Toilets - Alexandra Square Asbestos Register Electrical installation | weekly Monthly Annual Annual / Reviewed 5 yr | N/A Pending 08.04.2022 | ASAP! 2024 Pending 08.04.202 | Saltash Town Council (in house) Saltash Town Council (in house) H2H or Kovia Group Kovia Group Plymouth Ltd TJ Electrical (Approved Contractor) Saltash Town Council SERVICE | | | | SDM/ASDM SDM/ASDM PO raised 08/04/2022 RISK ASSESSMENT | 3 12 3 | | 26 | 3 1 | 17 | 24 | 31 | 7 14 7 | 21 2 | 8 4 | 12 |
| Legionella (clear pipes / taps) Legionella Tempertaure Checks/Records Legionella Risk Assesment Public Toilets - Alexandra Square Asbestos Register Electrical installation Portable Appliance Testing (PAT) | weekly Monthly Annual Annual / Reviewed 5 yr Annual | N/A Pending 08.04.2022 | Pending 08.04.202 | Saltash Town Council (in house) Saltash Town Council (in house) H2H or Kovia Group Kovia Group Plymouth Ltd TJ Electrical (Approved Contractor) Saltash Town Council SERVICE DELIVERY Department | | | | SDM/ASDM SDM/ASDM PO raised 08/04/2022 RISK ASSESSMENT 12 Monthly | 3 12 3 | | 26 | 3 10 | 0 17 | 24 | 31 | 7 14 7 | 21 3 | 8 4 | 12 |
| Legionella (clear pipes / taps) Legionella Tempertaure Checks/Records Legionella Risk Assesment Public Toilets - Alexandra Square Asbestos Register Electrical installation | weekly Monthly Annual Annual / Reviewed 5 yr | N/A Pending 08.04.2022 | ASAP! 2024 Pending 08.04.202 | Saltash Town Council (in house) Saltash Town Council (in house) H2H or Kovia Group Kovia Group Plymouth Ltd TJ Electrical (Approved Contractor) Saltash Town Council SERVICE | | | | SDM/ASDM SDM/ASDM PO raised 08/04/2022 RISK ASSESSMENT | 3 12 3 3 3 12 | 19 | | 3 | 0 17 | 24 | 31 | 7 14 7 | 21 2 | 8 4 | 12 |

| Legionella (clear pipes / taps) | weekly | | | Saltash Town Council (in house) | | | | | 3 | 12 19 | 26 | 3 10 | 17 2 | 4 31 | 7 1 | 1 21 | 28 | 4 1 | |
|--|---------------------|---------------------------|-----------------------|---|-----------------------------|------------------|-----|---|---|---------|----|------|----------|---------------------|----------|---------------|--------|---------|----|
| egionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council (in house) | | | | | 3 | + | | 3 | \vdash | ╀┦ | 7 | ++ | | 4 | |
| egionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | | SDM/ASDM | | Ш | | | \perp | $\perp \! \! \perp$ | | $\perp \perp$ | | \perp | |
| Public Toilets - Waterside | | | | | | | | | | | | | | | | | | | |
| Asbestos register | Annual / Reviewed | Kovia Group 03/03/2024 | Inhouse 03/03/2025 | Kovia Group Plymouth Ltd | | | | Report Received | | | | | \prod | П | \top | \prod | Τ | Τ | • |
| Electrical installation | 5 Yearly | 08.04.2022 | 08.04.2027 | TJ Electrical (Approved Contractor) | | | | Satisfactory Report Received And In Date | | | | | | П | | | | T | • |
| Postable Applicate Totaline (DIT) | | | | Saltash Town Council SERVICE | | | | RISK ASSESSMENT | | | | | \sqcap | \Box | \top | П | \top | T | - |
| Portable Appliance Testing (PAT) | Annual | 06/02/23 | 06/02/24 | DELIVERY Department | | | | 12 Monthly Scheduled | | + | | | 十 | + | + | ++ | + | + | |
| Fire Risk Assessment (FRA) Emergency Lighting | Annual - Reviewed | No Records | 2024 ASAP! | Chubb Or H2H Inhouse | | | | SDM/ASDM Mishael Cetter | 2 | 12 10 | 26 | 2 10 | 17 | 14 21 | 7 1 | 1 21 | 20 | 1 1 | |
| integency Lighting | Weekly | | | Saltash Town Council SERVICE | 07932429510 | | | Michael Cotton | 3 | 12 19 | 26 | 3 10 | 1/ 2 | .4 31 | / 1 | + 21 | 28 2 | # 14 | = |
| Emergency Lighting Maintenace Visit | Annual | 05/03/23 | ASAP! 2025 | DELIVERY Department | '07478663393 | ASDM 07938429510 | N/A | Next Due 05.0.2025 | | | | | | \coprod | | | | \bot | , |
| Legionella (clear pipes / taps) | Weekly | | | Saltash Town Council (in house) | | | | | 3 | 12 19 | 26 | 3 10 | 17 2 | 24 31 | 7 1 | 4 21 | 28 | 4 1 | 2 |
| Legionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council (in house) | | | | | 3 | + | | 3 | \vdash | + | 7 | ++ | _ | 4 | _ |
| Legionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | | SDM/ASDM | | | | | \perp | Ш | <u> </u> | Ш | | | _ |
| Saltash Town Council - Fore Street Exter | rnal Electrical Sup | ply Points. | | | | | | | | | | | | | | | | | |
| Electrical Supply Point (1) - Electrical Installation | | | | Saltash Town Council SERVICE | 07932429510 | | | | Т | | | Т | T | П | \top | П | T | Т | ۰ |
| (EICR) | Annual | 28/04/25 | 28/04/26 | DELIVERY Department | '07478663393 | ASDM 07938429510 | N/A | Next Due 28.04.2026 | _ | \perp | 28 | | \vdash | $+\!\!\!+\!\!\!\!+$ | + | \coprod | + | \bot | _ |
| Electrical Supply Point (2) - Electrical Installation (EICR) | Annual | 28/04/25 | 28/07/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.04.2026 | | | 28 | | | | | | | | |
| Electrical Supply Point (3) - Electrical Installation (EICR) | Annual | 28/04/25 | 28/07/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.04.2026 | | | 28 | | | | | | | | |
| Electrical Supply Point (4) - Electrical Installation (EICR) | Annual | 28/04/25 | 28/07/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.04.2026 | | | 28 | | | | | | | | |
| Electrical Supply Point (5) - Electrical Installation (EICR) | Annual | 28/04/25 | 28/07/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.04.2026 | | | 28 | | | | | | | | |
| Electrical Supply Point (6) - Electrical Installation (EICR) | Annual | 28/04/25 | 28/07/26 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 28.04.2026 | | | 28 | | | | | П | | T | |
| Town Clock annual service | annual | 01/09/24 | 01/09/25 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 01.09.2025 | | | | | | | | | | | |
| Speaker PA box PAT test | Annual | 01/09/24 | 01/09/25 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 01.09.2025 | | | | | | | | | | | |
| Speaker System Visual inspection form Ground Level | Monthly | 04/07/25 | 03/08/25 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Next Due 04.04.2024 (Installed 03.12.2021) | 3 | | | 3 | | | 7 | | | 4 | |
| Town Festoon Lighting Monthly Inspection from Ground Level | Monthly | 06/03/24 | 04/04/24 | Saltash Town Council SERVICE DELIVERY Department | 07932429510 '07478663393 | ASDM 07938429510 | N/A | Enhanced Checking Xmas | 3 | 12 19 | 26 | 3 10 | 17 2 | 24 31 | 7 1 | 4 21 | 28 | 4 1 | 12 |
| Ashton Way Play Area | | | | | | | | | | | | | | | | | | | |
| Weekly Inspections | Wookly | | | In House (Servive Delivery Department) | | | | | ٦ | 12 10 | 26 | 2 46 | 17 | 24 24 | | 1 21 | 20 | | |
| | Weekly | | | | | | | | 3 | 12 19 | 26 | 3 10 | 1/ -2 | 4 31 | 1 | * Z1 | 26 | 1 | 1 |
| Quaterly Management Inspections | 3 Monthly | | | in house | | | | | + | + | | + | \dashv | + | | ++ | + | + | - |
| Annual Zurich Inspection Annual ROSPA Inspection | Annual | 14/04/25 | 14/04/25 | Zurich Crimson (Insurance Company) ROSPA Ltd | | amail RoseA | | Next Due 14.04.2026 | | 14 | + | | \dashv | ++ | + | ++ | + | + | - |
| | Annual | 14/04/25 | 14/04/25 | | | email RoSPA | | | | 14 | | | \vdash | ++ | + | + | | + | - |

| | | | | | | | T | | | | | | | | |
|---------------------------------------|----------------------|----------|---------------|--|----------|-------------|---------------------|------|---------------------------------------|----------|----------------|---------------------------------------|--------------------|---------------------------------------|----|
| Weekly Inspections | Weekly | | | In House (Servive Delivery Department) | | | | 3 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Quaterly Management Inspections | 3 Monthly | | | in house | | | | | | | | | 7 | | |
| Annual Zurich Inspection | Annual | | | Zurich Crimson (Insurance Company) | | | | | | | | | | | |
| Annual ROSPA Inspection | Annual | 14/04/25 | 14/04/25 | ROSPA Ltd | | email RoSPA | Next Due 14.04.2026 | 14 | | | | | | | |
| | | | | | | | | | | | | | | | |
| Honeysuckle Close Play Areas | | | | | | | | | | | | | | | |
| Weekly Inspections | Weekly | | | In House (Servive Delivery Department) | | | | 3 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Quaterly Management Inspections | 3 Monthly | | | in house | | | | | | П | | | 7 | | |
| Annual Zurich Inspection | Annual | | | Zurich Crimson (Insurance Company) | | | | | | П | | | | | |
| Annual ROSPA Inspection | Annual | 14/04/25 | 14/04/25 | ROSPA Ltd | | email RoSPA | Next Due 14.04.2026 | 14 | | \top | | | | | |
| | | | | | | | | | | | | | | | |
| Churchtown Allotments | | | | | | | | | | | | | | | |
| Weekly Inspections | Weekly | | | in house | | | | 5 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Quaterly Management Inspections | 3 Monthly | | | in house | | | | | | П | | | 7 | | |
| Weekly Inspections | Weekly | | | in house | | | | 5 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Legionella (clear pipes / taps) | Weekly | | | Saltash Town Council (in house) | | | | 5 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Legionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council (in house) | | | | 5 | | 3 | | | 7 | 4 | П |
| Legionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | SDM/ASDM | | П | Π | | | | | |
| | | , | | | | | | | | + | | | | | |
| Grenfell Avenue Allotments | | | | | | | | | | | | | | | |
| Weekly Inspections | weekly | | | in house | | | | 5 11 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Quaterly Management Inspections | 3 Monthly | | | in house | | | | | | | | | 7 | | |
| Weekly Inspections | weekly | | | in house | | | | 5 13 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Legionella (clear pipes / taps) | weekly | | | Saltash Town Council (in house) | | | | | | | 10 17 10 17 | | 7 14 21 7 14 21 | | 12 |
| Legionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council (in house) | | 1 | | 5 | | 3 | 10 17 | 24 31 | 7 14 21 | 4 | 12 |
| Legionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | SDM/ASDM | | | | | | | | |
| | , and a | 1971 | 7.5711 . 2024 | | | | | | | - | | | | | |
| Fairmead Allotments | | | | | | | | | | | | | | | |
| Weekly Inspections | Weekly | | | Saltash Town Council (In house) | | | | 5 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Quaterly Management Inspections | 3 Monthly | | | in house | | | | | | П | | | 7 | | |
| Weekly Inspections | Weekly | | | Saltash Town Council (In house) | | | | 5 12 | 19 | 26 3 | 10 17 | 24 31 | 7 14 21 | 28 4 | 12 |
| Legionella (clear pipes / taps) | Weekly | | | Saltash Town Council (In house) | | | | | 19 | | 10 17 | | 7 14 21 | | 12 |
| Legionella Tempertaure Checks/Records | Monthly | | | Saltash Town Council (in house) | | | | 5 | | 3 | | | 7 | 4 | |
| Legionella Risk Assesment | Annual | N/A | ASAP! 2024 | H2H or Kovia Group | | | SDM/ASDM | | | | | | | | |
| | | | | | | | | | | | | | | | |
| Road Legal Vehicles & Large Plant | t Equipment | | | | | | | | | | | | | | |
| STC 1. Ford Transit Electric Vehicle | le Blue [WG22 VDL 1 | | | | | | | | | | | | | | |
| Daily Check | Weekly | 06/06/24 | 06/07/2 | 4 In House | | | | / / | / | | | , , | | / / | |
| Weekly Check | Weekly | 06/03/24 | | In House | | | | v v | \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | , Y | / / | \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | () (| \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | |
| Processy Check | vveekiy | 06/03/24 | + 06/10/2 | 4111110000 | <u> </u> | | l | V V | V V | V | , | V \ | V V | V | |

| I | | | | | | | | | | | - | |
|---|---|---|--|----------|-------------------------------|--|------------|--|-----------------|---------------|--------------|--------|
| Servicing MOT | Annual | 01/04/24 New 2023 | 01/04/25 Vospors Valley Road Plymouth 29/06/26 Vospors Valley Road Plymouth | | | Next Due 05/06/2026 | | | \vdash | ++ | 5 | |
| INO I | Annual | New 2025 | Saltash Town Council | Accounts | | Next Due 29/06/2026 | | | | ++ | | |
| Road Tax | Annual | 01/04/24 | 01/04/25 Department | Accounts | | Next Due 01/04/2026 | 1 | | | | | |
| STC 2. Ford Transit, Pannel Van, Wl | hite, Registration Nu | mber [EA14 Z | CZ] | | | | | | | | | |
| Weekly Check | Weekly | 06/06/22 | 13/06/22 In House | | | | 1 1 | 1 1 | 1 1 1 | V V | 1 1 1 | / / |
| Servicing | Annual | 17/04/2024 | 17/04/2025 Richard O's Garage | | | | | 17 | | | | |
| | | | | | | | | | | | | |
| мот | Annual | 09/01/24 | Moorlands Garage Saltash | | | Next Due 06/04/2026 | | Ш | $\sqcup \sqcup$ | $\perp \perp$ | | |
| Road Tax | Annual | 01/12/24 | Saltash Town Council 01/12/25 Department | Accounts | | Next Due 01.12.2025 | | | | | | |
| STC 3. Citron Pannel Van, Colour - | White Registration | Number [RX1 | | | | | | | 7 | | | |
| Weekly Checks | Weekly | 02/04/24 | 08/04/24 In House | | | | / / | 1// | / / / | | 1 1 1 | / / |
| Servicing | Annual | 17/04/2024 | 17/04/2025 Richard O's Garage | | | Next Due 16.02.2026 | | 17 | V | V V | | |
| мот | Annual | 16/04/24 | 16/04/25 Moorlands Garage Saltash | | | Next Due 16.02.2026 | | 17 | | | | |
| Road Tay | | 24 /22 /25 | Saltash Town Council | Accounts | | | | | | | | |
| Road Tax | Annual | 01/02/25 | 01/02/26 Department | | | Next Due 01.02.2026 | | | | | | |
| STC 4. Kubota 4x4 RTV 900, Colour | r - Black & Camoufla | ge, Registratio | on Number [WK59 DNE] | | | | | | | | | |
| Weekly Check | Weekly | 06/06/22 | 13/06/22 In House | | | | / / | 1 1 | 1 1 1 | / / / | 1 1 1 | / / |
| Servicing + Road Safety Checks | Annual | 01/02/25 | 01/02/26 Vincent Tractors | | | | | | | | | |
| мот | None Applicable | | | | Road Safety Checks Done When | Service Is Carried Out | | | | | | |
| | | | Saltash Town Council | Accounts | | | | | \Box | $\overline{}$ | | \top |
| Road Tax | Annual | 01/09/25 | 01/09/26 Department | | | Next Due 01.09.2025 | | | | | | |
| STC 5. Kubota Ride-On Mower, Col | lour - Orange & Blac | k, Registratio | n Number [RO20 0TG] | | | | | | | | | |
| | | | | | | | | | | | | |
| Weekly Check | Weekly | 06/06/22 | 13/06/22 In House | | | | / / | / / | / / / | · / / | 1 1 1 | / / |
| · · | | 06/06/22 | 13/06/22 In House | | | Next Due 01 02 2026 | J J | V V | / / / | V V | / / / | / / |
| Servicing + Road Safety Checks | Annual | | | | Pand Cafaty Charles Dana When | Next Due 01.02.2026 | / / | V V | / / / | V V | V V | / / |
| | | 06/06/22 | 13/06/22 In House | Accounts | Road Safety Checks Done When | | / / | / / | / / / | <i>y y</i> | V V | / / |
| Servicing + Road Safety Checks | Annual | 06/06/22 | 13/06/22 In House 01/02/25 Vincent Tractors | Accounts | Road Safety Checks Done When | | V V | ✓ ✓ | <i>y y y</i> | V V | V V V | / / |
| Servicing + Road Safety Checks MOT Road Tax | Annual None Applicable Annual | 06/06/22 30/04/25 | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department | | Road Safety Checks Done When | Service Is Carried Out | 1 | ✓ ✓ ——————————————————————————————————— | ✓ ✓ ✓ ✓ | | V V V | / / |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent | Annual None Applicable Annual tification Number: S | 06/06/22 30/04/25 01/04/25 | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters | | Road Safety Checks Done When | Next Due 01.04.2026 | 1 | / / | V V V | | | / / |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent | Annual None Applicable Annual | 06/06/22 30/04/25 | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department | | Road Safety Checks Done When | Service Is Carried Out | 1 | <i>y y</i> | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks | Annual None Applicable Annual tification Number: S | 06/06/22 30/04/25 01/04/25 | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters | | Road Safety Checks Done When | Next Due 01.04.2026 | 1 | V V | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks | Annual None Applicable Annual Annual Colour: Green | 06/06/22 30/04/25 01/04/25 CKS0000NO8C | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters 01/02/26 Vincent Tractors | | Road Safety Checks Done When | Next Due 01.04.2026 | 1 | <i>y y</i> | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks Greenmech Woodchipper CS100, C | Annual None Applicable Annual tification Number: S | 06/06/22 30/04/25 01/04/25 | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters | | Road Safety Checks Done When | Next Due 01.04.2026 Next Due 01.02.2026 | 1 | V V | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks Greenmech Woodchipper CS100, C Servicing | Annual None Applicable Annual Annual Colour: Green | 06/06/22 30/04/25 01/04/25 CKS0000NO8C | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters 01/02/26 Vincent Tractors | | Road Safety Checks Done When | Next Due 01.04.2026 Next Due 01.02.2026 | 1 | | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks Greenmech Woodchipper CS100, C Servicing KEY | Annual None Applicable Annual Annual Colour: Green | 06/06/22 30/04/25 01/04/25 CKS0000NO8C | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters 01/02/26 Vincent Tractors | | Road Safety Checks Done When | Next Due 01.04.2026 Next Due 01.02.2026 | 1 | | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks Greenmech Woodchipper CS100, C Servicing KEY Gray - Not Applicable | Annual None Applicable Annual Annual Colour: Green | 06/06/22 30/04/25 01/04/25 CKS0000NO8C | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters 01/02/26 Vincent Tractors | | Road Safety Checks Done When | Next Due 01.04.2026 Next Due 01.02.2026 | | | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks Greenmech Woodchipper CS100, C Servicing KEY Gray - Not Applicable Blue- Completed | Annual None Applicable Annual Annual Colour: Green | 06/06/22 30/04/25 01/04/25 CKS0000NO8C | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters 01/02/26 Vincent Tractors | | Road Safety Checks Done When | Next Due 01.04.2026 Next Due 01.02.2026 | | | | | | |
| Servicing + Road Safety Checks MOT Road Tax Ifor Williams Trailer, Vehicle Indent Servicing + Road Safety Checks Greenmech Woodchipper CS100, C Servicing KEY Gray - Not Applicable | Annual None Applicable Annual Annual Colour: Green | 06/06/22 30/04/25 01/04/25 CKS0000NO8C | 13/06/22 In House 01/02/25 Vincent Tractors Saltash Town Council Department 01/04/26 Department 03483, Length: 3.526 Meters 01/02/26 Vincent Tractors | | Road Safety Checks Done When | Next Due 01.04.2026 Next Due 01.02.2026 | | | | | | |