

**Berkswell Parish Council  
Asset Inspection checklist**

<b>Inspection undertaken by</b>		Richard(s) Drake & Lloyd				
<b>Date of Inspection</b>		24 <sup>th</sup> July 2019				
<b>Signature</b>		RJD				
	Asset	Condition acceptable?			Comments	Proposed action
		Y	N	n/a		
1	Pound Coventry Road	Y			Fence against field partly collapsed	No action at this time
2	Seating bench 1 Coventry Road		N		Minor crack on one lath. Rocks a bit on left but secure. Dirty	Contractor to clean seat and plaque. (Council purchase this one for 1981 Royal Wedding).
3	Village Pump (outside Bear Inn)		N		The skirting at the bottom is badly decayed and one side of the pump is affected.	<b>Skirting to be removed and wood treated.</b>
4	Telephone box Spencer's Lane	Y			Bottom strap tight but still opens. Paintwork peeling.	Longer term solution needed.
5	Bus Shelter 1 By Reading Room	Y			Small crack in laminated glass on North Window (as in 2017). Poster board Perspex is cracked.	Old poster could do with removing.
6	Bus Shelter 2 Lavender hall/Meriden Rd junction	Y			The seat by the shelter is very dirty/overgrown but secure.	No PC action required. At some point will need to be removed.
7	Bench Lavender Hall/Meriden Rd		N		Still very dirty	No PC action required.
8	Spinney		N		Small stack of pallets are an arson risk. Section of fencing against main road car parking only held by ivy.	<b>Remove pallets. Remove fence. Replace if deemed necessary.</b>
9	Car park surface Lavender Hall Lane	Y				

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9a	Car Park Fences		N		Loose board against spinney. Fence by entrance only held up by ivy.	Refasten board. Remove fence by entrance.
9c	Car Park Trees	Y				
10	Village Green		N		Oak tree branches are a hazard and do need trimming.	Check with Tree Officer and arrange to trim
11	Round Bench Village Green	Y				
12	Seating bench 3 Village Green	Y			Wobbles but secure	
13	Seating bench 4 Village green	Y				
14	Stocks Village Green		N		Posts badly rotted	<b>Action in hand by Berkswell Society. PC to pay.</b>
15	Electrical Socket Village Green	Y				
16	War Memorial Church Lane		N		The inside of the roof appears damp.	<b>Inspection of roof required to determine cause. Ceiling needs clearing of moss.</b>
17	Well area Church Lane	Y				
18	Seating Bench Well area	Y				
19	Posts Church lane/Well area	Y				
20	Posts End of Well area by Well House		N		One post on "god cake" is very loose	Is this ours?
21	Notice Board including dropped drawing pins Church lane	Y				

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22	Cannon Allotments <b>(NB advise Louise Dainteith in advance of inspection)</b>	Y				Consider moving to more suitable location following closure of Museum.
23	Notice Board Station Road by Legion	Y			Small clean needed	Volunteer?
24	Notice Board Station Road by Masala Club	Y			Small clean needed	Volunteer?
25	Bus shelter Kelsey Lane	Y			Vegetation needs trimming back. Top board to one side missing nails.	Volunteer?

### Completion guidelines

1. Check for physical damage
2. Try to rock fixed items to check no damage to structure trough rot etc
3. Check for trip hazards/debris etc
4. Check for glass/sharps or other cutting things
5. Branches or trees that look unstable