

Ickleton PC: Asset Management Plan

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1. Introduction

This Asset Management Plan (AMP) sets out how the Parish Council will manage, maintain, and improve its physical assets in a sustainable, transparent, and cost-effective manner.

The purpose of the plan is to:

- Ensure assets are safe, functional, and fit for purpose
- Support long-term financial planning
- Protect public value and community benefit
- Ensure compliance with legal and regulatory responsibilities

This plan applies to all assets owned, leased, or managed by the Parish Council.

2. Objectives of Asset Management

The Council aims to:

1. Maintain safe and accessible assets
2. Maximise community benefit
3. Ensure value for money
4. Plan for asset replacement and lifecycle costs
5. Support environmental sustainability
6. Provide transparency and accountability in asset decisions

3. Scope of Council Assets

The Parish Council owns or manages the following categories of assets:

Property and Buildings

- Cemetery Chapel
- Storage buildings
- Cemetery Wall

Land

- Recreation ground
- Open spaces
- Cemeteries and churchyard

Infrastructure

- Playground and play equipment
- Benches
- Bus shelters
- Noticeboards
- Street furniture
- Car park

Equipment

- Grounds maintenance equipment
- IT equipment

Community Assets

- War memorials
- Telephone Box

4. Asset Register

The Parish Council maintains an **Asset Register**, which records:

- Asset ID
- Asset Category
- Description
- Location
- Purchase Date
- Purchase cost
- Sum insured
- Responsible body
- Disposal information

The Parish Council will maintain an Asset Register for items of value in excess of £250. The register is reviewed annually and updated when assets are acquired, disposed of, or significantly improved.

5. Maintenance Strategy

The Council adopts a planned preventative maintenance approach where possible.

Routine Maintenance

- Grass cutting
- Cleaning
- Minor repairs

Preventative Maintenance

- Painting
- Equipment servicing
- Safety inspections

Reactive Maintenance

- Repairs following damage, vandalism, or failure.

Maintenance priorities are determined based on:

1. Public safety
2. Legal compliance
3. Service continuity
4. Cost effectiveness

7. Asset Acquisition

New assets may be acquired through:

- Council purchase
- Developer contributions
- Grants
- Community donations
- Asset transfers from higher authorities

Before acquisition the Council will assess:

- Community need
- Long-term maintenance costs
- Insurance implications
- Legal responsibilities
- Environmental impact

9. Asset Disposal

Assets may be disposed of when they:

- Are no longer required
- Are unsafe or beyond economic repair
- Can be replaced with more suitable assets

Disposals will follow legal requirements including relevant provisions under the Local Government Act where applicable.

10. Risk Management

Risks associated with asset ownership include:

- Public liability
- Health and safety hazards
- Vandalism and theft
- Environmental damage
- Financial risks

Risk mitigation includes:

- Regular inspections
- Insurance cover
- Maintenance schedules
- Health and safety compliance

11. Insurance

All insurable assets are covered under the Council's insurance policy.

Insurance values are reviewed annually to ensure:

- Adequate cover
- Correct valuations
- Inclusion of new assets

12. Sustainability and Environmental Considerations

The Parish Council will seek to:

- Improve energy efficiency in buildings
- Use sustainable materials where possible
- Protect biodiversity
- Reduce carbon impact of asset management

Version History

The version history panel provides a history of the changes made to the document from the initial draft to the current version.

Version	Changes made	Date	Made by
0.1	Draft created	12 th March 2026	Clerk
1.0	Approved for publication at Council meeting	18 th March 2026	Clerk