

**LLANTWIT FARDRE COMMUNITY COUNCIL**  
**CYNGOR CYMUNED LLANILLTUD FAERDREF**



**COUNCIL MEETING**

**30<sup>th</sup> March 2026**

**REPORT OF THE CLERK AND EXECUTIVE OFFICER**

**REVIEW OF ASSET REGISTER**

**1. Purpose of the Report**

- 1.1 The purpose of this report is to present the current Asset Register for review by the Community Council and to outline proposed amendments to ensure the register remains accurate, up to date, and compliant with governance and financial management requirements
- 1.2 This policy has been reviewed to ensure it remains consistent with the current guidelines provided by One Voice Wales and Society of Local Council Clerks (SLCC).

**2. Background**

- 2.1 The Asset Register is maintained to record all assets owned, controlled, or managed by the Community Council. This includes physical assets such as equipment, street furniture, land interests, and other items of value.
- 2.2 Maintaining an accurate register supports good governance, financial accountability, insurance compliance, and transparency in the management of public assets.
- 2.3 A routine review of the register has been undertaken to verify the accuracy of existing records and identify any necessary updates.

### **3. Categories Of Assets**

The Community Council's Asset Register includes the following categories of assets:

- Bus Shelters
- Land and Buildings
- Maintenance
- Outdoor Assets
- Play Equipment
- Street Furniture

During the review, the register was checked against the existing insurance schedule and physical verification where it was possible.

### **4. Proposed Amendments**

Following the review carried out by the Officers the following amendments are required to ensure the document reflects the current overview:

- Additions – Inclusion of the following Items-
  - a) 3 new bus shelters (Cae Fardre, The Brown Trout, Garth Olwg)
  - b) 5 Replacement planter
  - c) Replacement Microwave for Ty Illtud Building.
  - d) Tools purchased
  - e) Sound System at the Parish Hall
  - f) Spring Toy Tonteg Play Area
  - g) 3 new bins (Maes Y Bryn, Tonteg & Heol Y Parc play areas)
- Amendments
  - a) Updating asset description and location where required
  - b) Correcting any inconsistencies identified during the review (Officers have identified a few discrepancies and have informed the insurers of the amendments)
- Removals – The removal of assets that have been disposed of or replaced or are no longer under the council's ownership or control. Inclusion of the following Items
  - a) Streetlighting
  - b) Bins at Heol Y parc and Tonteg Play Area.

- c) Removal of old Sound System at Parish Hall
- d) Old planters from Ty Illtyd , Fox Fields , Medway court ,  
Parc Nant Celyn and Tonteg Community Centre

A Revised version of the Asset Register is attached which includes the amendments

## **5. Recommendation**

Members are asked to:

1. Consider the asset register as of March 2026
2. Approve the additions and disposal of items as stated in point 4 of the report