



TODMORDEN TOWN COUNCIL

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## Report to Resources

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<b>Date</b>	10 <sup>th</sup> December 2025
<b>Subject</b>	Asset Register Threshold

### Purpose of Report

1. To seek a recommendation from the Resources Committee to increase the minimum value of assets recorded on the Council's Asset Register from £80 to £250.

### Background

2. The current minimum threshold for inclusion on the Council's Asset Register is £80. This figure has been in place for several years and no longer reflects the practical realities of purchasing or maintaining small items of equipment.
3. Under the current arrangement, any asset recorded on the register, regardless of value, must be formally approved by Full Council if it is to be written off, removed, or replaced. This process can be unnecessarily time-consuming for low value items such as computer monitors, kettles, desk fans, or small printers.
4. A record of all items will be maintained but the asset register required for Audit purposes will only have items over £250 on it.
5. This recommendation follows suggestions received from the Internal Auditor.

### Financial

6. There are no direct financial implications. The proposal affects the way assets are recorded and managed, not the level of expenditure.

### Recommendation

7. That the Resources Committee recommends to Full Council an increase in the minimum asset register threshold from £80 to £250 to Full Council for adoption.

## **Reasons For Recommendation**

8. This change would:

- Reduce administrative burden and the need for Full Council approval for minor asset disposals.
- Ensure the register focuses on assets of material financial significance.

## **Policy Implications:**

9. That items on the Asset register will be of a value of £250 or more.

## **Details Of Consultation:**

10. Internal Auditor

## **Climate Change:**

11. N/A

## **Impact Equality Assessment**

12. N/A

## **Supporting Papers:**

N/A

**Further Information, Please Contact: N Pugh or N Crewe**