

**BURY ST EDMUNDS TOWN COUNCIL ASSET REGISTER 2022 - 2023**

REF NO	ITEM DESCRIPTION**	LOCATION	DATE ACQUIRED	ITEM QUANTITY	PURCHASE COST (excluding VAT)	SUM INSURED	UPGRADE/DISPOSAL/DISCHARGE
9	Mayoral Regalia (5 items) + Case	Town Mayor's pendant (1), Chain of Office (2) (including case) and Mayors consort badge (3) with blue ribbon - in the Town Council Offices or in the possession of the Town Mayor; Deputy Town Mayor's pendant mounted on a blue ribbon (3) and Mayoress Consort badge (5) - in the Town Council Offices or in the possession of the Deputy Town Mayor	2003-2004	per invoice	£4,200	£33,539	
25	Chair, metal frame, orange upholstery	Meeting room	2003-2004	8			Disposed of during office move
27	Filing cabinets, grey, four drawer	Office	2003-2004	2	£200		One unit disposed of during office move
34	Noticeboard external	Cornhill, Bury St Edmunds	2003-2004	1	£1,350	£1,500	
36	Pedestal desk drawer (grey)	Clerk's office	2003-2004	1			Disposed of during office move
40	Sign (external brass plaque on wooden plinth)	Office	2003-2004	1	£200	£250	
44	Filing cupboard, grey, 2 door (Vickers cabinet)	Office	2003-2004	1	£50		
52	Pedestal desk drawer (grey)	Office	2004-2005	1	£55		
57	Litter Bins, cast iron	Various outdoor locations	2004-2005	3	£2,354		
69	Banner	Office	2004-2005	1	£271		
70	Banner fittings	Office	2004-2005	1	£90		Stored in cellar
77	Barnack Stone vase	Office	2005-2006	1			Not located after office move
80	Dell Laser Colour Printer 3000cn	Office	2005-2006	1			Disposed of 20/09/2022
81	Plaques - Town Council logo, Medieval bridge	Southgate Street bridge	2005-2006	2	£285		
86	Dies for St Edmund Medals	Vaughtons	2005-2006	2	£400		
92	Litter Bins (Medium size)	Various outdoor locations	2005-2006	2	£230		
93	Litter Bins (Free standing)	Various outdoor locations	2005-2006	2	£270		
100	St Edmund Shield	Office	2005-2006	1	£85		Removed from wall for re-location
104	Litter bin	Various outdoor locations	2005-2006	3	£139		
105	Litter bin - cast iron	Various outdoor locations	2005-2006	1	£840		
106	Litter bin	Various outdoor locations	2005-2006	1	£356		
113	Litter bin - cast iron	(1) St James School playing field entrance; (2) Tayfen Road Gasometer; (3) Abbey Gardens footpath leading to police station	2006-2007	3	£2,748		
117	Drill	Office	2006-2007	1	£100		
119	Vickers Filing cupboard, grey, 2 door	Meeting room	2006-2007	1	£119		
120	Dog bin	Southgate Green	2006-2007	1	£77		
125	Imagine Pull Up Banner	Stored in cellar	2006-2007	1			Broken and disposed of 16/08/2022
126	Dell 3400MP Projector	Office	2006-2007	1	£799		
127	Mitel 5220 IP Phone	Office x3, Meeting room x1	2006-2007	4	£480		stored in stationery cupboard as moved to teams
132	Chairs (grey)	Meeting room	2006-2007	20			Disposed of in office move
140	Doorbell Alerts	Meeting room	2006-2007	3			Disposed of 09/12/2022
147	Table covers	Meeting room	2006-2007	3	£147		
149	Aluminium Allotment signs	Allotment sites	2006-2007	7	£168		
154	Nativity Sculpture (BURY ST EDMUNDS TOWN COUNCIL holding in trust for the People of Bury St Edmunds)	Stored by West Suffolk Council at Nowton Park	2006-2007	1	£25,000		
155	Tripod Screen	Meeting room	2006-2007	1	£99		
163	Bench	Leg of Mutton' (by river)	2007-2008	2	£1,250		
164	Litter bin - cast iron	Fornham Road	2007-2008	1	£1,174		
165	Salt/grit bin	Various outdoor locations	2007-2008	9	£1,712		4 removed/damaged

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166	Chair, office adjustable, bluey-green	Office	2009/10	1			Disposed of in office move
167	Table, round with 'light maple' veneer		2009/10	2	£150		On loan to Guildhall
168	Chair, wooden arms, blue patterned upholstery	Meeting room	2009/10	6			Disposed of 20/09/2022
169	Coat stand	Office	2009/10	1	£100		
172	Table, green leather top	Clerks office	2009/10	1	£450		
174	Desk, office, 'beech' veneer	Office	2009/10	2	£600		
176	Chair, wooden arms, green upholstery	Meeting room	2009/10	2			Disposed of 20/09/2022
177	Chair, swivel, wooden arms, green upholstery	Meeting room	2009/10	1			Disposed of 20/09/2022
179	Salt grit bin, yellow	Various outdoor locations	2009/10	9	£813		
180	Salt grit bin, black/gold	Various outdoor locations	2009/10	1	£179		
181	Salt grit bin, yellow	Various outdoor locations	2010/11	20	£1,990		
182	Hearing loop (ILD 122 loop driver)		2010/11	1			Damaged in office move 10.6.20 - disposed of
183	Microphone, Smart wireless S102 hand held	Meeting room	2010/11	2	£150		
184	Microphone, Smart wireless U100BLXE tie clip	Meeting room	2010/11	1	£159		
185	Table 1600mm, oak	Meeting room and cellar	2010/11	4	£844		
186	Table, 'D' end, oak	Cellar	2010/11	1	£128		
187	Salt grit bin, yellow, 7cu.ft capacity	Various outdoor locations	2010/11	20	£1,990		
189	Salt grit bin, yellow, 7cu.ft capacity	Various outdoor locations	2011/12	15	£1,493		
190	Salt grit bin, yellow, 7cu.ft capacity	Various outdoor locations	2011/12	12	£1,194		
191	HP LaserJet Pro P1606dn printer	Meeting room	2012/13	1			Disposed of 20/09/2022
192	Salt grit bin, yellow, 7cu.ft capacity	Various outdoor locations	2012/13	6	£435		
193	Dell computer monitor (screen)	Office	2012/13	1	£129		
194	ROTG Litter Bin	Green opposite Hardwick Primary School	2012/13	1	£595		
196	Dell 19" height adjustable DVI monitor	Office	2013/14	2	£200		
197	Canon Lide 210 Scanner	Office	2013/14	1	£52		
198	Salt grit bin, yellow, 7cu.ft capacity		2013/14	19	£1,378		
199	Canon PowerShot WSX510HS camera	Office	2014/15	1	£125		
200	Litter bins cast iron with BSETC logo	Anglian Lane, Anglian Lane (side of County Upper School), Hooper Square (near bus stop/benches), Out Risbygate (opposite B&Q), Shakers Lane, Southgate Bridge (entrance to No Mans Meadow footpath), Sergeants Walk (by the library), Parkway (multi-storey car park side of underpass near to B&Q) and Tassel Road (entrance to open space area)	2014/15	10	£7,790		
201	Litter bins - galvanised steel combined use with ash tray and BSETC logo on two sides	Prince Charles Avenue, Hospital Road, Priors Avenue	2015/16	3	£930		
202	Salt grit bin, yellow, 200l capacity	Various	2015/16	6	£576		
203	Litter bin - galvanised steel combined use with ash tray and BSETC logo on two sides	Westgate Street (Westgate Corner)	2016/17	1	£329		
204	Litter bin - galvanised steel combined use with ash tray and BSETC logo on two sides	Caie Walk (replacement for one of the cast iron ones with a broken door)	2016/17	1	£380		
205	Mini-Speed Indicator Device	Approved locations around the town	2016/17	1	£2,625		
206	SID Data Collection Unit	Approved locations around the town	2016/17	1	£250		
207	Litter bins - galvanised steel combined use with ash tray and BSETC logo on two sides	Hospital Road, Vinery Road, Parkway underpass, Cullum Road	2017/18	4	£1,140		
209	Mini-Speed Indicator Device	Approved locations around the town	2017/18	1	£2,625		
210	SID Data Collection Unit	Approved locations around the town	2017/18	1	£250		
212	Dell Optiplex 3040 personal computer	West Suffolk House ICT department	2018/19	1	£400		

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213	Litter bins - galvanised steel combined use with ash tray and BSETC logo on two sides	Skyliner Way, St Olaves Road bus shelter x2, Link footpath between Clay Road (Howard Estate) and Marham Park	2019/20	4	£1,140		
214	DELL Laptop	Clerk's home address	2019/20	1	£625		Replacement for item 23 which was obsolete
215	Dell Latitude 5500 laptop	Allotments & Administrative Assistant's home address	2020/21	1	£634		Replacement for item 208 due to office move and homeworking during the Coronavirus Pandemic
216	Dell Latitude 5500 laptop	Assistant Town Clerk/Responsible Financial Officer	2020/21	1	£634		Replacement for item 211 due to office move and homeworking during the Coronavirus Pandemic
217	Dell Latitude 5510 laptop	Councillors Bouché, Higgins, Iannelli-Popham, Parker, Turner, Whittingham home address	2020/21	6	£3,951		
218	Aluminium treadplate wheelchair ramp	Guildhall	2021/22	1	£478		Stored in Guildhall
219	Dell Latitude 5510 laptop	Councillor Saver	2021/22	1	£659		
220	Bosch Sound system - 1 no. control unit, 11 no. discussion devices, 2 no. carry cases, 10 no. 2m extension leads, 1 no. 5m extension lead	Office	2021/22	1	£5,976		
221	Jickworth Mesh Tilt Operators Chair in Grey Fabric	Office	2021/22	2	£299		
222	Jickworth Mesh Tilt Operators Chair with Fixed Arms	Clerk's Office	2021/22	1	£165		
223	Under Desk Freestanding Pedestal in Oak Finish - 430W x 600D x 650H	Office (2) and Clerk's Office	2021/22	3	£387		
224	Dell Latitude 5510 laptop	Clr Murray home address	2021/22	1	£659		Returned to West Suffolk House after term ended
225	Dell Latitude 5510 laptop	Office (spare laptop for meeting use etc)	2021/22	1	£659		
226	Television for planning meetings	Office	2022	1	£500		
227	Printer/photocopier	Office	2022	1	£589		
228	Allotment marker disc and pegs	Allotments	2022	411	£1,644		
<b>TOTAL</b>					<b>£94,694</b>		

#### SCHEDULE OF LONG-TERM INVESTMENTS

None						
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#### STOCK

84	St Edmund Medals		2005-2006	8	£153		
85	St Edmund Past Mayor Badges		2005-2006	16	£294		1 past Mayor badge issued to Peter Thompson May 2023
87	Small medal cases		2005-2006	25	£335		
158	Wall plaques		2007-2008	14	£161		

#### Notes

- Asset register includes only items of value greater than £100 except if office equipment/furniture.
- Chair with crest and blue leather seat (in Guildhall) is on loan from West Suffolk Council and is insured by them.
- Plaque with Town Council's crest and side panels are on loan from West Suffolk Council and insured by them.
- Allotment land at Cotton Lane, Nowton Road, Sicklesmere Road, Vinefields and Barn Lane not included as land has no re-sale value
- War memorials in the Cornhill and on Angel Hill are not owned by BSETC but it has responsibility to maintain them and insure them

Total amount written off                   **£2,232.00**  
Total purchases                                   **£2,733.00**

Total assets as at 31 Mar 22                   **£94,193**