

Bury St Edmunds Town Council Asset Register 2025 - 2026

ITEM DESCRIPTION**	LOCATION	DATE ACQUIRED	ITEM QUANTITY	PURCHASE COST (excluding VAT)	PURCHASED 2025/2026 - Written off	TOTAL 2025/2026	SUM INSURED	UPGRADE/DISPOSAL/DISCHARGE
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	2003-2004	per invoice	£ 4,200.00		£ 4,200.00	£36,286.00	
Filing cabinets, grey, four drawer	Office	2003-2004	2	£ 200.00		£ 200.00		
Noticeboard external	Cornhill, Bury St Edmunds	2003-2004	1	£ 1,350.00	-£ 1,350.00	£ -		Written off as rotten & damaged
Oak Noticeboard	Cornhill, Bury St Edmunds	30/04/2025	1		£ 2,224.56	£ 2,224.56		Greenbarnes Ltd Inv 19093
Notice Boards	Various outdoor locations	15/09/2025	15		£ 6,455.00	£ 6,455.00		Cestrian Signs Ltd Inv SI-19109
Sign (external brass plaque on wooden plinth)	Office	2003-2004	1	£ 200.00		£ 200.00	£250.00	
Filing cupboard, grey, 2 door (Vickers cabinet)	Meeting room	2003-2004	1	£ 50.00		£ 50.00		
Pedestal desk drawer (grey)	Office	2004-2005	1	£ 55.00		£ 55.00		
Litter/dog Bins	Various outdoor locations	2004-2024	37	£ 19,562.00		£ 19,562.00		
Banner	Cellar	2004-2005	1	£ 271.00		£ 271.00		
Banner fittings	Cellar	2004-2005	1	£ 90.00		£ 90.00		
Plaques - Town Council logo, Medieval bridge	Southgate Street bridge	2005-2006	2	£ 285.00		£ 285.00		
Dies for St Edmund Medals	Vaughtons	2005-2006	2	£ 400.00		£ 400.00		
St Edmund Shield	Meeting room	2005-2006	1	£ 85.00		£ 85.00		
Drill	Cellar	2006-2007	1	£ 100.00		£ 100.00		
Vickers Filing cupboard, grey, 2 door	Meeting room	2006-2007	1	£ 119.00		£ 119.00		
Mitel 5220 IP Phone	Office x3, Meeting room x1	2006-2007	4	£ 480.00		£ 480.00		stored in stationery cupboard as moved to teams
Alluminium Allotment signs	Allotment sites	2006-2007	7	£ 168.34		£ 168.34		
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	£ 25,000.00		£ 25,000.00		
Tripod Screen	Meeting room	2006-2007	1	£ 99.00		£ 99.00		
Bench	Leg of Mutton' (by river)	2007-2008	2	£ 1,250.00		£ 1,250.00		
Salt/grit bin	Various outdoor locations	2007-2016	111	£ 11,323.00		£ 11,323.00		
Coat stand	Office	2009/10	1	£ 100.00		£ 100.00		
Table, green leather top	Clerks office	2009/10	1	£ 450.00		£ 450.00		
Desk, office, 'beech' veneer	Office	2009/10	2	£ 600.00		£ 600.00		
Desk (Kendal Oak) & Pedestals	Clerks Office & Reception	12/02/2026	3		£ 795.00	£ 795.00		Office Monster Inv 7203265 (3X Desks & 3X Pedestal £265 each)
Table 1600mm, oak	Meeting room and cellar	2010/11	4	£ 843.88		£ 843.88		
Table, 'D' end, oak	Cellar	2010/11	1	£ 128.48		£ 128.48		
Dell computer monitor (screen)	Clerk's office	2012/13	1	£ 129.00		£ 129.00		
Dell 19" height adjustable DVI monitor	Office	2013/14	2	£ 200.00		£ 200.00		
Canon PowerShot WSX510HS camera	Office	2014/15	1	£ 125.00		£ 125.00		
Mini-Speed Indicator Device	Approved locations around the town	2016/17	1	£ 2,625.00		£ 2,625.00		
SID Data Collection Unit	Approved locations around the town	2016/17	1	£ 250.00		£ 250.00		
Mini-Speed Indicator Device	Approved locations around the town	2017/18	1	£ 2,625.00		£ 2,625.00		
SID Data Collection Unit	Approved locations around the town	2017/18	1	£ 250.00		£ 250.00		
DELL Laptop	Allotment Officer's home address	2019/20	1	£ 624.58		£ 624.58		
Dell Latitude 5500 laptop	Allotment Officer's office	2020/21	1	£ 634.00		£ 634.00		
Dell Latitude 5500 laptop	Assistant Town Clerk/Responsible Financial Officer office	2020/21	1	£ 634.00		£ 634.00		

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Dell Latitude 5510 laptop	Councillors Bouché, Higgins, Iannelli-Popham, Parker, Turner, Whittingham home address	2020/21	3	£ 1,975.00		£ 1,975.00		
Dell Latitude 5510 laptop	Returned to WSC (Cllr Sayer)	2021/22	1	£ 659.00	-£ 659.00	£ -		Returned to WSC
Litter Bins	Guildhall	2021/22	1	£ 478.00		£ 478.00		Stored in Guildhall
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	£ 5,976.00		£ 5,976.00		
Ickworth Mesh Tilt Operators Chair in Grey Fabric	Office	2021/22	2	£ 299.00		£ 299.00		
Ickworth Mesh Tilt Operators Chair with Fixed Arms	Clerk's Office	2021/22	1	£ 165.00		£ 165.00		
Under Desk Freestanding Pedestal in Oak Finish - 430W x 600D x 650H	Office (2) and Clerk's Office	2021/22	3	£ 387.00		£ 387.00		
Television for planning meetings	Office	2022	1	£ 500.00		£ 500.00		
Printer/photocopier	Office	2022	1	£ 589.00		£ 589.00		
Printer - Town Clerk	Office	28/03/2025	1		£ 201.95	£ 201.95		West Suffolk Council Inv 1293359
Allotment marker disc and pegs	Allotments	2022	411	£ 1,644.00		£ 1,644.00		
Dell Latitude 5540 laptop	Town Clerk	2024	1	£ 745.00		£ 745.00		
Operator chair	Office chair - RFO	2024	1	£ 92.00		£ 92.00		
Portable SID (serial nos 13793 + 13795)/solar power/data collection unit x 2	Various locations in town	2024	2	£ 10,112.00		£ 10,112.00		
Speed Indicator Device (SID - Serial No's 14533 & 14523) & Solar Panel x 2	Various locations in town	04/09/2025	2		£ 8,948.00	£ 8,948.00		Westcotec Inv 17137
SID x 18 brackets	Various locations in town	2024	18	£ 936.00		£ 936.00		
Sign Cleaning Machine	Various locations in town	13/06/2025	1		£ 266.66	£ 266.66		Monster Group UK Inv878350
Lawn Mower/Hedge Cutter/Brushcutter	Various locations in town	09/06/2025	3		£ 1,430.00	£ 1,430.00		Ernest Doe Inv No.611631 (£670,£425 & £335)
Hedge Cutter/Strimmer/Batteries & Charger	Various locations in town	30/06/2025	7		£ 1,239.18	£ 1,239.18		Ernest Doe Inv No.612686 (4 Batteries)
Blower, Shell & Battery	Various locations in town	14/07/2025	3		£ 721.66	£ 721.66		Ernest Doe Inv No.613252 (£222.92 & £498.34)
Water Collection Shed X1 /IBC Towers X3	Allotments	29/07/2025	4		£ 4,145.00	£ 4,145.00		Supply Line Solutions Inv 74280 (Shedx1 £845, 3X IBC £1830)
Water Collection Shed	Allotments	31/07/2025	1		£ 845.00	£ 845.00		Supply Line Solutions Inv 74286
Pole Pruner, Battery Box and Battery	Various locations in town	29/08/2025	3		£ 538.91	£ 538.91		Ernest Doe Inv 615814
20ft Container	Sicklesmere Rd Allotments	22/09/2025	1		£ 2,450.00	£ 2,450.00		Matt Gregory (Transport Ltd)
JSP Portagate X10 (Barriers)	Various locations in town	12/02/2026	10		£ 785.00	£ 785.00		Toolstation Inv No. YWT301710370
Dell Pro 16 Plus	Laptop for Julie Sturgeon	26/03/2026	1	£ -	£ 699.00	£ 699.00		West Suffolk Council Inv 1343355

TOTAL	£ 100,063.28	£ 29,735.92	£ 129,799.20
		Check	£ -

St Edmund Medals		2005-2006	4	£76			4 medals distributed in 2023
St Edmund Past Mayor Badges		2005-2006	16	£294			
Small medal cases		2005-2006	20	£268			5 medals distributed
Wall plaques		2007-2008	14	£161			

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