



Halstead Town Council

Financial Accounts

2024/25

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Cllr J Atkinson
Lead councillor for finance 24/25
Cllr Andy Munday
Deputy Lead for Finance 24/25

Sarah Greateorex
Town Clerk and
Responsible Financial Officer
Wendy Ogilvie Bookkeeper

Income and expenditure for the year

Halstead Town Council Year End 2024/2025

Income & Expenditure by Phased Budget 31/03/2025 Account Code Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance
<u>Income</u>						
1076 Precept	19182	19178	(4)	230180	230180	0
1080 Bank Interest	1785	125	(1,660)	5306	1500	(3,806)
1110 Queens Hall (Inc)	1415	1337	(78)	16172	16000	(172)
1120 Allotment Income	612	388	(224)	3601	4700	1099
1130 Butler Road Car Park	1805	1337	(468)	22212	16000	(6,212)
1140 Chapel Street Car Park	5661	4913	(748)	72011	59000	(13,011)
1150 Car Park Excess Charges	510	413	(97)	5700	5000	(700)
1160 Car Park Permit	4069	1337	(2,732)	20899	16000	(4,899)
1170 Car Park Attendant Charges	2381	2211	(170)	28066	26532	(1,534)
1200 Library Tenancy	1083	1087	4	13000	13000	0
1210 Air Cadet Tenancy	264	261	(3)	3166	3165	(1)
1220 Cellnet Mast Tenancy	500	500	0	6000	6000	0
1230 Car Wash Tenancy	500	500	0	6000	6000	0
1240 Empire Tenancy	400	400	0	4800	4800	0
1241 Empire Theatre Insurance	0	125	125	1500	1500	0
1300 Coach Outing Income	0	1087	1087	14855	13000	(1,855)
1400 Courtaulds Cost Recovered	148	148	0	1712	1776	64
1500 Safer Streets Income	0	0	0	42935	0	(42,935)
1999 Miscellaneous Income	(17)	106	123	1692	1250	(442)
Total Income	40297	35453	(4,844)	499806	425403	(74,403)
<u>Overhead Expenditure</u>						
4000 Salaries Gross	18037	14848	(3,189)	185483	178176	(7,307)
4005 Employers Pension	3688	2726	(962)	41647	32778	(8,869)
4010 Employers NI	1434	962	(472)	16583	11500	(5,083)
4015 Overtime	(1,878)	250	2128	3863	3000	(863)
4030 HIB Staff Costs	0	837	837	1983	10000	8017

4040 Safer Street Staff Costs	0	163	163	0	2000	2000
4041 Safer Streets Expenses	1583	0	(1,583)	46526	0	(46,526)
4050 Pension Admin Fee	70	50	(20)	785	600	(185)
4100 Accounts	710	750	41	8610	9000	391
4101 Audit	0	0	0	250	0	(250)
4105 Bank Charges	65	13	(52)	204	200	(4)
4110 Insurance	467	541	74	5601	6371	770
4115 Computer and Software	982	413	(569)	8966	5000	(3,966)
4120 Evo Card Machine	132	37	(95)	666	400	(266)
4125 Photocopier	245	288	43	2869	3500	631
4130 Postage	317	113	(204)	431	1400	969
4135 Stationery	64	87	23	814	1000	186
4140 Telephone/Internet	250	250	0	1794	3000	1206
4145 Legal & Profesional Fees	0	163	163	0	2000	2000
4150 Training Costs	100	87	(13)	3124	1000	(2,124)
4155 Travel Expenses	35	25	(10)	404	300	(104)
4160 Subscriptions	149	163	14	2024	2000	(24)
4170 Sundry Expenses - Admin	316	38	(278)	1023	500	(523)
4200 Business Rates: Administration	0	0	0	134	0	(134)
4201 Business Rates: QH & Offices	0	538	538	5212	6500	1288
4202 Business Rates: Car-Parks	0	1000	1000	11664	12000	336
4205 Electricity: QH & Offices	(296)	350	646	3496	4200	704
4206 Electricity: Public Toilets	64	38	(26)	741	500	(241)
4210 Gas	200	712	512	5988	8500	2512
4215 Water Rates - QH Hall & Office	363	32	(331)	1673	450	(1,223)
4216 Water Rates - Allotments	(18)	30	48	49	360	311
4217 Water Rates - Car Parks	11	0	(11)	136	0	(136)
4218 Water Rates - Public Toilets	(29)	31	60	326	350	24
4220 Cleaning Materials	23	10	(13)	260	120	(140)
4225 Maintenance - Environment	4123	337	(3,786)	14600	4000	(10,600)

4230 Licensing	39	37	(2)	467	400	(67)
4235 Maintenance	0	87	87	2306	1000	(1,306)
4240 Trade Waste	101	100	(1)	1207	1200	(7)
4250 Sundry Expenses - QH & Offices	36	38	2	1057	500	(557)
4260 Maintenance - QH	493	125	(368)	4454	1500	(2,954)
4300 Advertising	0	38	38	350	500	150
4305 Bands	0	337	337	2970	4000	1030
4310 Christmas General	0	250	250	5618	3000	(2,618)
4315 Christmas Lights	0	1375	1375	14293	16500	2208
4320 Christmas Parties	0	38	38	500	500	0
4325 Summer Fun and Youth	0	163	163	672	2000	1328
4330 Miscellaneous Activities	0	38	38	0	500	500
4340 Sundry Expenses - Activities	54	0	(54)	461	0	(461)
4380 Coach Outing Expenditure	0	0	0	12155	10000	(2,155)
4400 Allotments Expenditure	29	125	96	406	1500	1094
4450 Clean/open	711	663	(48)	8021	8000	(21)
4455 Service Contract	0	0	0	43	0	(43)
4460 Maintenance - Public Toilets	0	37	37	1647	400	(1,247)
4500 Grants General	416	413	(3)	5000	5000	0
4515 Grass General	168	163	(5)	2728	2000	(728)
4520 Machinery Repair	54	163	109	701	2000	1299
4600 Chair Allowance	0	38	38	311	500	189
4605 Receptions	23	0	(23)	2223	1600	(623)
4620 Sundry Expenses - Civic	0	13	13	0	200	200
4700 Fuel	111	288	177	1842	3500	1658
4710 Hi B	0	25	25	68	300	233
4715 Town Clock	0	25	25	0	300	300
4720 Van	478	68	(410)	1309	750	(559)
4725 Vehicle Insurance	111	118	7	1334	1350	16
4730 Uniforms/PPE: Environment	75	38	(37)	366	500	134
4731 Uniforms: Car-parks	13	25	13	100	300	200

4735 Climate Change	0	163	163	0	2000	2000
4740 Special Police	0	38	38	1104	500	(604)
4750 Sundry Expenses - Environment	54	87	33	4592	1000	(3,592)
4755 Courtauld's Expenses	29	0	(29)	29	0	(29)
4800 Machine Service	100	87	(13)	465	1000	535
4805 Chipside Hosting	151	200	49	1751	2400	649
4810 Tickets	0	38	38	975	500	(475)
4815 Contactless	480	437	(43)	6695	5200	(1,495)
4820 MI Permit	109	100	(9)	1136	1200	64
4825 EV Charging	0	38	38	0	500	500
4830 Sundry Expenses - Car Parks	0	0	0	133	0	(133)
4840 Maintenance - Car-Parks	400	37	(363)	2749	400	(2,349)
4860 Theatre Expenditure	0	163	163	0	2000	2000
4870 Sundry costs - Empire Theatre	157	0	(157)	1482	0	(1,482)
4999 Miscellaneous Expenses	0	0	0	46	0	(46)
Total Overhead Expenditure	35599	32098	(3,501)	471694	397205	(74,489)
Total Income	40297	35453	(4,844)	499806	425403	(74,403)
Total Expenditure	35599	32098	(3,501)	471694	397205	(74,489)
Net Income over Expenditure	4697	3355	(1,342)	28112	28198	86
plus Transfer from EMR	4603	0	(4,603)	56631	0	(56,631)
less Transfer to EMR	0	0	0	21957	0	(21,957)
Movement to/(from) Gen Reserve	9301	3355	(5,946)	62786	28198	(34,588)

Summary of year

Total surplus for the year was £28,112, almost exactly as planned in the budget. Both income and expenditure were considerably higher than expected. This surplus was largely due to the strong performance of the carparks, where the income was £25k above expected income triggered by the opportunity to pay by cash, card or phone, and also by the continuing new developments which are using the infrastructure of the town. Expenditure has been more than was predicted due largely to the significant pay award which has increased all costs related to salaries, including pension, and national Insurance, and this totalled an extra £20k for salaries. Also more was spent on the environment and on IT.

Current position on earmarked reserves 31/3/25

EAR MARKED RESERVES MOVEMENTS 24/2025

DATE	CODE		B/Fwd 23/2024	Moved from surplus 2024	BALANCE
01/04/2024	320	Election Costs	8,244.34	2,000.00	10,244.34
01/04/2024	321	Parking orders & Signs	3,323.00	400.00	3,723.00
01/04/2024	322	Car-Parks Major Maintenance	7,681.00	2,000.00	9,681.00
01/04/2024	324	QH Major Maintenance	3,172.00	2,000.00	5,172.00
01/04/2024	325	Empire Theatre Roof	756.00	0.00	756.00
01/04/2024	326	Van/Tractor Equipment	2,000.00	2,000.00	4,000.00
01/04/2024	327	Property Maintenance	11,334.00	4,000.00	15,334.00
01/04/2024	328	Churchyard Major Maintenance	4,860.00	6,000.00	6,170.00
01/04/2024	329	Community Centre	48,093.00	0.00	48,093.00
01/04/2024	330	Major Tractor/Van Repairs	23,700.00	0.00	23,700.00
01/04/2024	331	Operation London Bridge	1,000.00	0.00	1,000.00
01/04/2024	380	Capital Reserves	17,365.78	0.00	12,015.80
01/04/2024	381	Happy Funds	3,600.00	0.00	4,100.00
01/04/2024	383	Safer Streets	33,638.26	0.00	55,095.46
01/04/2024	383	Safer Streets	0.00	0.00	-46,440.79
01/04/2024	384	Solar Panels	0.00	15,000.00	14,850.00
01/04/2024	385	Apprenticeships	0.00	5,000.00	5,000.00
			168,767.38	38,400.00	172,493.81

It should be noted that the figure for Earmarked reserves includes Capital reserves of £12,015.80, and that this is also a holding place for the Safer Streets funding which is paid out monthly as salary for the Streetwarden.

The excellent surplus achieved of £28,112 means that we can now add to Earmarked Reserves in areas where we expect expenditure in future. Proposals are listed below but see separate discussion of this in Item 7g

Proposed allocation of surplus 2024/25

EMR allocation	Allocation	Current	Balance
	28,112		
Election costs		10,244.34	10,244.34
Parking orders and signs		3,723	3,723
Car parks major maintenance		9681	9681
QH major maintenance		5172	5172
Empire theatre (roof)	5000	756	5756
Van/Tractor/Equipment	3000	4000	7000
Property maintenance		15,334	15334
Churchyard maintenance		6170	6170
Community Centre		48,093	48,093
Tractor/van	10000	23700	33700
Operation London Bridge		1,000	1000
Capital Reserves		12015.8	12015.8
Happy Funds		4,100	4100
Safer Streets	5000	55,095.46	60095.46
Safer Streets		-46,440.79	-46440.79
Solar panels		14850	14850
Apprenticeships	5000	5000	10000
	28000	172,493.81	200,493.81

Capital Receipts Reserve – to be used for capital purchases only

Capital Reserves may be used only to purchase capital items, as they arise from selling capital items. These could be used for example to buy a new van or tractor eventually, and it is unlikely that any further capital reserves would then exist. The current amount in Capital reserves is £12,015.80

Mayor's Charity Account

Halstead Town Council has a dedicated account to manage the collection of donations to the Mayor's charities and the subsequent payment to good causes.

During the Mayoral year of Cllr Andy Munday 24/25, £4470.16 was collected in the Mayor's charity account, to be donated to Dementia Friendly activities in Halstead.

Fixed Assets

Fixed Assets, which include Property, vehicles, office furniture and equipment, and groundsmen's equipment now stand at £1,677,210.

Cash Account Reconciliation

The council's bank accounts are reconciled on a quarterly basis and of course at the end of the financial year.

Halstead Town Council Current Year

Bank - Cash and Investment Reconciliation as at 31 March 2025

Confirmed Bank & Investment Balances

Bank Statement Balances

31/03/2025	Barclays Bank A/c	138,254.36
31/03/2025		0.00
31/03/2025	Lloyds Bank A/c	44,583.04
31/03/2025	Halstead Clerk A/c	699.58
31/03/2025	CCLA Deposit Fund	91,986.30
31/03/2025	Nationwide Bond	36,463.72
31/03/2025	Holding Account	0.00
31/03/2025	Cash in Hand	200.00
31/03/2025	Unity Trust Bank	40,482.39

352,669.39

Unpresented Payments

188.40

352,480.99

Receipts not on Bank Statement

188.40

Closing Balance

352,669.39

All Cash & Bank Accounts

1	Barclays Bank A/c	138,254.36
2	Lloyds Bank A/c	44,583.04
3	Halstead Clerk A/c	699.58
4	CCLA Deposit A/c	91,986.30
5	Nationwide Bond	36,463.72
6	Holding Account	0.00
7	Cash in Hand	200.00
8	Unity Trust Bank	40,482.39
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	352,669.39

BALANCE SHEET MARCH 2025

	DR	CR
CURRENT ASSETS		
Debtors - Bookings	841.65	
Allotment Debtors		24.30
Car-park Debtors	2,898.40	
Other Debtors	30,682.30	
Debtors - General	4,426.50	
Barclays	136,254.36	
Lloyds Current	44,583.04	
Clerk Account	699.58	
CCLA	91,966.30	
Nationwide	36,463.72	
Unity Trust Bank	40,482.39	
Cash In Hand	200.00	
Prepayments	4,796.65	
VAT Control		73.28
Sage VAT		
VAT Overpaid	0.11	
CURRENT LIABILITIES		
Creditors		2,974.04
Other Creditors		
Charities		1,705.10
Receipts in Advance		31,428.41
Accruals		328.00
Salary Liability		
HMRC Liability		4,474.35
Pension Liability	21.66	
LONG TERM LIABILITIES		
Mayor's Charity Account		2,419.49
Town Team		3,491.49
Halstead in Bloom		7,740.00
H.A.P.Y		360.00
	396,348.86	55,018.46
NET CURRENT ASSETS:	341,330.40	
CAPITAL AND RESERVES		
Fixed Assets	1,677,209.80	
General Reserves		1,783,260.54
EMR - Election Costs		10,244.34
EMR - Parking Orders & Signs		3,723.00
EMR - Car Parks Maj Maintenance		9,681.00
EMR- QH Maj. Maintenance		5,172.00
EMR - Empire Theatre Roof		756.00
EMR - Van/Tractor/Equip CP		4,000.00
EMR - Properties Maintenance		15,334.00
EMR - Churchyard Maintenance		6,170.00
EMR - Community Centre		48,093.00
EMR - Maj Tractor/Van Repairs		23,700.00
EMR - Operation London Bridge		1,000.00
CR - Capital Reserves		12,015.80
EMR - Happy Funds		4,100.00
Safer Streets		8,654.67
Solar Panels		14,850.00
Apprenticeship		5,000.00
Income Year		499,806.13
Expenses Year	471,693.85	
Expenses Transfer EMR:		
Capital Reserves	380	5,349.98
Churchyard Maj Maintenance	328	4,690.00
Safer Streets	383	46,440.79
Solar Panels	384	150.00
Income Transfer EMR		
HAPPY Funds	381	500.00
Safer Streets	383	21,457.20
	2,170,860.85	2,512,181.25
TOTAL EQUITY:	341,330.40	

Data for Accounting Statement taken directly from Rialtas

ANNUAL RETURN				
FOR THE YEAR ENDED 31 MARCH 2025				
Halstead Town Council Current Year				
SECTION 2 - THE STATEMENT OF ACCOUNTS				
I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.				
Responsible Financial Officer			Date	
I confirm that these accounts are approved by the Council and recorded as council minute reference			Dated	
Signed on behalf of the above Council (Chair)			Date	
		<u>Last Year £</u>	<u>This Year £</u>	<u>General Notes for Guidance</u>
1	Balances brought forward	269,022	313,218	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.
2	(+) Precept or Rates and Levies	219,462	230,180	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3	(+) Total other receipts	270,820	269,626	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4	(-) Staff costs	226,418	249,559	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5	(-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6	(-) All other payments	219,668	222,135	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7	(=) Balances carried forward	313,218	341,330	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8	Total value of cash and short term investments	277,210	352,669	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9	Total fixed assets plus long term investments and assets	1,672,414	1,677,210	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10	Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
The following documents should accompany the accounts when submitted to the auditor: * A brief explanation of significant variations from last year to this year in Section 2; * Bank Reconciliation as at 31 March				

Date:

HALSTEAD TOWN COUNCIL 1

Fixed Asset Valuation by Category

<u>Asset Cat</u>		
<u>Asset Ref</u>	<u>Details</u>	<u>Cost Price</u>
ALLOTMEN	Oak Road Allotments	0.00
BRIDGE	Riverside footbridge	0.00
BUTLER	Carpark at Butler Road	35000.00
CARPARK	Chapel St Carpark	62828.00
CLOCK	St Andrews Church clock	24383.00
CONVERSI	Conversion of QH to offices	72729.44
CORNEXCH	Old Corn exchange now Library on lease to ECC	140000.00
CSG	Courtaulds Sports Ground	0.00
EMPIRE	Empire Theatre	140000.00
HEDINGHA	carpark at Hedingham rd	16500.00
JUBCLOCK	Clock on Library bought for the Queens Platinum Jubilee	4300.00
PAVBUILD	Pavilion building at Courtaulds	140511.00
QH&OFFIC	Main office and community hall	630528.00
QHHEAT	heating system at QH	12144.11
ROSEMARY	Car park at Rosemary Lane	16500.00
TOILETS	Kings Road public toilets	140511.00
TOWNSIGN	Town Sign donated by Howlett Family	3044.00
TUBS	Pergola, signs and Tubs for HIB	16480.96
Shed	Colchester Road Allotments	700.00
SHEDBASE	Allotments	341.03
		1456500.54
<u>Asset Cat</u>		
<u>Asset Ref</u>	<u>Details</u>	<u>Cost Price</u>
1DRILL	drill	262.50
AUTOSTRI	Autostrike	1318.00
BARRIERS	for Christmas tree	419.39
BLOWATTA	blower attachments	200.00
BOSCHDRI	2 bosch drills	300.00
BOWSER	water bowser at Courtaulds	200.00
BRACKETS	lamp post brackets for star motifs	432.00
CCTV	3 x cameras, Digital Recorder & Monitor	2161.00
CHAINSAW	chainsaw	350.00
CHIPPER	wood chipper	675.93
CONES	Road cones	270.00
CRIB	crib	150.00
CRICMOW	Mower for cricket pitch	1000.00
CUPBOARD	2 storage cupboards	300.00
CUTHEDGE	Battery operated hedgecutter	800.00
EXTLAD	Extension ladder	150.00
FIREXPAV	3 fire extinguishers	290.00
GAZEBOS	3 Gazebos	466.40
GENERATO	generator	399.00
GOALS	goal posts and tennis nets	1900.00
GREEN BIN		218.79
HEDGE CUT	hedgecutter	628.49
HEDGE TRI	Pole hedge trimmer	550.00
LEAFBLOW	Leafblower for churchyards	250.00
LEAF COLL	leaf collector & hose	1545.00
LED LIGHT	String of Led lights for Christmas tree	804.57
LEVEL	Level for bowling green	175.00
LONG REACH	Long reach hedgecutter	258.33

LIGHTS	Christmas lights for town	12256.00
LINEMARK	Titan linemarker	599.95
MIXER	Concrete mixer	111.28
MOTIFS	6 x Star & 6 x Snowflake Motifs	1176.50
MOWBLADE	Ransome Mower Blades	460.91
MOWER	Honda HRH536XH Lawnmower	2149.00
MOWERBOW	Mower for Bowls green	1235.00
Mowerbowl	Mower for bowls green	1399.16
MULTIGYM	Multigym at Courtaulds	16020.00
NATIVITY	nativity figures	150.00
NEWSTRIM	replacement strimmer	250.00
OUTFIELD	Outfield Mower Ransome Jacobsen	13250.00
PAVBABY	baby changing unit	220.00
PAVCHAI	25 chairs in pavilion	2250.00
PAVFRIDG	Fridge in pavilion	300.00
PAVHOOV	Hoover in pavilion	125.00
PAVKETTL	2 Kettles in Pavilion	120.00
PAVTABLE	10 tables in pavilion	1400.00
PAVWATER	water boiler in pavilion	130.00
PLANER	planer	166.00
POLESAW	zubat	121.60
PTOSHAFT	PTO shaft	220.00
RDSIGNS	road signs	250.00
ROLLER	roller	250.00
ROTMOW	Rotary mower	450.00
SCARIFIE	Scarifier	800.00
SHEDS	4 containers at Courtaulds	7000.00
SINGLE	singled sided strimmer	256.87
SNOWFLAK	Snowflake motifs	1081.50
SPADRIL	Sparkey cordless drill	140.00
SPIKER	spiker and blades	850.00
SPRINKLERS	For watering grass	586.63
SPRAYER	sprayer	765.43
STEPS	step ladder	150.00
STIHLSTR	Stihlstrimmer	150.00
SUPPORTS	back supports	500.00
SURFPREP	sisis quadraplay surface prep	2500.00
SWITCH	big banana dew switch	100.00
TIPPINGT	Model 2636H - Hydraulic Tipping Trailer	3505.50
TOOLBOX	toolbox of small tools	150.00
TOPDRESS	Top dress level	110.00
TYRES	2 spare tractor tyres	175.00
WASHER	karcher presssure washer	115.15
WATER PUMP	Honda Water pump	325.00
WEIGHTS	tractor weights	1500.00
WESTMINS	Westminster Mower	3810.67
XMASLIGH	Ice white/green strings	2517.50
		98624.05

Asset Cat

Asset Ref

Details

Cost Price

BOOKCASE	bookcase in office	200.00
CHAINS	Mayoral chains	4873.00
DESKCH	chair for clerk	233.00
DESKS	office desks and shelving for 4 staff	2255.00
FILECAB	4 filing cabinets	450.00
FILINGTR	5 drawer plastic filing tray	150.00
FILESERVER	New File Server	1148.33
FIREXOF	4 fire extinguishers in office	530.00
FRANKIN	Franking machine	525.00

FRIDGE	office fridge	250.00
KEYSAFE	keysafe	150.00
LAMINATO	laminator	354.00
LAPTOP2	ASUS Laptop.	0.00
METER	Postage meter	545.00
OHP	Overhead projector	350.00
PCADMIN	Onsite Windows 10/11 desktop PC	549.99
PC-RECEP	Onsite Windows 10/11 desktop PC	539.99
PC-TOWNC	AMD Ryzen Quad Core Processor	499.00
PC_FINA	Computer Terminal for Finance - Admin	380.00
PCS	4 screens and keyboards	2500.00
monitor	Monitor admin	119.99
PCSERV2	New File Server	499.00
PCSERVER	Intel Quad Core i7 Processor Gigabyte Motherboard	399.00
PHOTOS	millennium photos	5915.00
SAFE	Metal safe	1600.00
SEAL	seal in metal box	150.00
SHREDDER	office shredder	250.00
TABCHAI	Dining table and chairs	150.00
VIDEO conferencin	OWL video conferencing	829.98
		26395.28

Asset Cat

<u>Asset Ref</u>	<u>Details</u>	<u>Cost Price</u>
2TABLE	2 folding tables	140.00
ACOUSTIC	Acoustic panels	2971.06
APRONS	20	120.00
ARTIFICIAL TREE	Christmas tree	154.99
CHAIRS	149 stacking, 42 folding	15300.00
CHTROLL	2 chair trolleys	1000.00
FIREEX	6 fire extinguishers	540.00
FIREQH	Fire extinguishers, batteries and signage	240.00
FLOWER	10 flower arranging stands	100.00
FORKS	181	298.65
GLASSCAB	Glass cabinet holding HiB trophies	350.00
GLASSES	162 Sherry glasses	202.50
HOOVER	hoover	100.00
KNIVES	163	366.75
LADDERS	4	400.00
LAPTOP	Acer inspire laptop	257.89
MICROWAV	microwave	250.00
OWL	Meeting owl mic system	829.98
PAEVENTS	PA System (Fender) for Outdoor Events + Queens Hall	859.14
PAINTING	Market day by Malcolm Root	5689.00
PASYSTEM	2	569.02
PLASCHAI	42 plastic chairs	1050.00
PROJECTO	Epson EB-U05 data projector	366.67
QHBLIND	Blinds for QH	339.59
QHCHAIRS	35 Taurus red stacking chairs	1915.55
QHFRIDG	New fridge for QH	249.17
QHTROLLE	Trolley for transporting chairs	124.00
SCRUBBER	Floor scrubbing machine	900.00
SPOONS	174	100.00
STACKERS	90Plate stackers	198.21
STAGE	Modular stage	2325.00
TABLES	25x 6ft, 4 x 4ft, 10x3ft, 4square	6105.00
TEASPOON	108	126.36
TROLLEYS	Trolley for moving chairs in hall	180.00
		<u>44718.53</u>

Asset Cat**Asset Ref**

BODYCAM

CCTVBUTR

HANDHELD

SHED

TICKMACH

Details

Boblov bodycam for car parks

CCTV camera, installation and services

handhelds & printer for car parks

Wooden shed for tools

Ticket machines

Cost Price

209.00

2969.00

870.00

199.99

10386.41

14634.40**Asset Cat****Asset Ref**

TRACTOR

VAN

Details

New Holland tractor TN55D

Vauxhall Vivaro E316 WZS

Cost Price

25000.00

11337.00

36337.00**1677209.80**