

883	49007	Air Conditioning Unit		7670.40	Council Chamber	To cool the room	Daily
884	49008	Flagpole		295.00	Town Hall grounds	To fly a flag from	Daily
885	49009	Armed Forces Flag		102.00	Town Hall grounds	To fly from the flagpole on Armed Forces Day	Yearly
886	49010	Cigarette Bin		60.00	Town Hall grounds	To dispose of cigarettes	Daily
887	49011	Post Box		99.00	Town Hall grounds	For the delivery of post	Daily
888	49012	Defibrillator Power Heart G3 - Not owned by PTC		1.00	Town Hall grounds	For First Aid	As req'd
889	49013	2' Skeleton Dial Clock		615.00	Town Hall grounds	To tell the time	Constantly
890	49014	Dell computer		678.00	Town Hall office	For administrative work	Daily
891	49015	Dell computer		415.95	Town Hall office	For administrative work	Daily
892	49016	Canon MX300 printer/scanner/copier/fax		75.00	Town Hall office	To print/scan/copy/fax documents	Daily
893	49017	4 drawer filing cabinet		300.00	Town Hall office	For storage	Daily
894	49018	4 drawer filing cabinet		300.00	Town Hall office	For storage	Daily
895	49019	4 drawer filing cabinet		300.00	Town Hall office	For storage	Daily
896	49020	4 drawer filing cabinet		300.00	Town Hall office	For storage	Daily
897	49021	4 drawer filing cabinet		300.00	Town Hall office	For storage	Daily
898	49022	6 drawer filing cabinet		400.00	Town Hall office	For storage	Daily
899	49023	3 drawer filing cabinet		275.00	Town Hall office	For storage	Daily
900	49024	Storage Rack		225.00	Town Hall office	For storage	Daily
901	49025	Storage Rack		225.00	Town Hall office	For storage	Daily
902	49026	Lockable cupboard		350.00	Town Hall office	For storage	Daily
903	49027	Desk		300.00	Town Hall office	For administrative work	Daily
904	49028	Desk		300.00	Town Hall office	For administrative work	Daily
905	49029	Desk—description should be table—now at No 51		0.00	Town Hall office	For administrative work	Daily
906	49030	Table		250.00	Town Hall office	To put items on	Daily
907	49031	Table—now at No 51		0.00	Town Hall office	To put items on	Daily
908	49032	Swivel Chair Leather now at Wannock Office		0.00	Town Hall office	To sit on	Daily
909	49033	Swivel Chair Leather		83.99	Town Hall office	To sit on	Daily
910	49034	Swivel Chair Fabric		60.00	Town Hall office	To sit on	Daily
911	49035	Bookcase		275.00	Town Hall office	For storage	Daily
912	49036	Telephone/Answerphone		100.00	Town Hall office	To make, receive & record telephone calls	Daily
913	49037	Telephone		50.00	Town Hall office	To make & receive telephone calls	Daily
914	49038	HP LaserJet P1102w Printer		90.00	Town Hall office	To print documents	Daily
915	49039	Konica printer/scanner/copier - Not owned by PTC		1.00	Town Hall office	To print/scan/copy documents	Daily
916	49040	Guillotine		60.00	Town Hall office	To cut/trim paper	As req'd
917	49041	Convactor Heater		175.00	Town Hall office	To heat the room	As req'd
918	49042	White Board		75.00	Town Hall office	To write notes on	Daily
919	49043	White Board		75.00	Town Hall office	To write notes on	Daily
920	49044	White Board		75.00	Town Hall office	To write notes on	Daily
921	49045	White Board		75.00	Town Hall office	To write notes on	Daily
922	49046	Pinboard		45.00	Town Hall office	To pin notes onto	Daily
923	49047	Window Blinds		420.00	Town Hall office	For privacy	Daily
924	49048	Laminator		150.00	Town Hall office	To laminate documents	Daily
925	49049	Map Box		75.00	Town Hall office	To store maps	As req'd
926	49050	Canon digital camera		250.00	Town Hall office	To take photographs	As req'd
927	49051	Fellowes Shredder		600.00	Town Hall office	To shred documents	As req'd
928	49052	Cork Notice Board		20.00	Town Hall office	To pin notes onto	Daily
929	49053	Netgear Internet Router		30.00	Town Hall office	To gain access to the internet	Daily
930	49054	Portable Step Stool		50.00	Town Hall office	To stand on to reach higher levels	As req'd
931	49055	Wall Clock		50.00	Town Hall office	To tell the time	Daily
932	49056	Pigeon hole cabinet		150.00	Town Hall office	For storage	Daily
933	49057	Lockable Key Cabinet		45.00	Town Hall office	To store keys securely	Constantly
934	49058	Lockable Key Cabinet		45.00	Town Hall office	To store keys securely	Constantly
935	49059	Lockable Key Cabinet		45.00	Town Hall office	To store keys securely	Constantly
936	49060	Metal Filing Tray		17.63	Town Hall office	To file paperwork in	Constantly
937	49061	Metal Filing Tray		17.63	Town Hall office	To file paperwork in	Constantly
938	49062	Extension Lead		35.00	Town Hall office	To extend electricity cables	Daily
939	49063	Extension Lead		35.00	Town Hall office	To extend electricity cables	Daily
940	49064	Extension Lead		35.00	Town Hall office	To extend electricity cables	Daily
941	49065	Back-up Drive			Town Hall office	To back up data	Daily
942	49066	Back-up Drive			Town Hall office	To back up data	Daily
943	49067	Back-up Drive		206.10	Reg Shingleton Room (Town Clerk's office)	To back up data	Daily
944	49068	Pointer mouse		32.92	Reg Shingleton Room (Town Clerk's office)	To use the computer	Daily
945	49069	Laser Carts		202.69	Reg Shingleton Room (Town Clerk's office)	For administrative work	Daily
946	49070	USB sticks		37.16	Reg Shingleton Room (Town Clerk's office)	To back up data	Daily
947	49071	Stationery and IT consumables		131.94	Reg Shingleton Room (Town Clerk's office)	For administrative work	Daily
948	49072	MP3 Recorder		70.00	Reg Shingleton Room (Town Clerk's office)	To record meetings	Regularly
949	49073	Telephone		100.00	Reg Shingleton Room (Town Clerk's office)	To make & receive telephone calls	Daily
950	49074	Clerk's desk		605.93	Reg Shingleton Room (Town Clerk's office)	For administrative work	Daily
951	49075	Table		250.00	Reg Shingleton Room (Town Clerk's office)	To put items on	Daily
952	49076	Swivel Chair Leather		0.00	Reg Shingleton Room (Town Clerk's office)	To sit on	Daily
953	49077	Metal Filing Tray		17.63	Town Hall office	To file paperwork in	Constantly
954	49078	Metal Filing Tray		17.63	Town Hall office	To file paperwork in	Constantly
955	49079	Metal Filing Tray		17.63	Town Hall office	To file paperwork in	Constantly
956	49080	4 drawer filing cabinet		300.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
957	49081	4 drawer filing cabinet		300.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
958	49082	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
959	49083	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
960	49084	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
961	49085	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
962	49086	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
963	49087	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
964	49088	Occasional Chair		100.00	Reg Shingleton Room (Town Clerk's office)	To sit on	As req'd
965	49089	Bookcase		175.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
966	49090	Bookcase		175.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
967	49091	Lockable cupboard		275.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
968	49092	Set of wooden drawers		150.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
969	49093	Set of wooden drawers		150.00	Reg Shingleton Room (Town Clerk's office)	For storage	Daily
970	49094	Dyson vacuum cleaner		125.00	Reg Shingleton Room (Town Clerk's office)	To clean the floor	Weekly
971	49095	Sebo vacuum cleaner		100.00	Reg Shingleton Room (Town Clerk's office)	To clean the floor	Weekly

1061	49185	Cable Protectors		23.93	Council Chamber	To prevent trip hazard from cables on floor	Constantly	
1062	49186	Desk Labels		71.99	Council Chamber	To identify Councillors at meetings	Regularly	
1063	49187	Various Crockery & Glasses		200.00	Council Chamber Kitchen	To eat/drink from	As req'd	
1064	49188	Refrigerator		125.00	Council Chamber Kitchen	To refrigerate food	Constantly	
1065	49189	Kettle		15.00	Council Chamber Kitchen	To boil water	As req'd	
1066	49190	Water Heater		50.00	Council Chamber Kitchen	To heat water	As req'd	
1067	49191	Tea/Coffe Urn		40.00	Council Chamber Kitchen	To hold tea/coffee	As req'd	
1068	49192	Tea/Coffe Urn		40.00	Council Chamber Kitchen	To hold tea/coffee	As req'd	
1069	49193	Large Tea Pot		35.00	Council Chamber Kitchen	To hold tea	As req'd	
1070	49194	Catering Urn		50.00	Council Chamber Kitchen	To heat & hold hot water	As req'd	
1071	49195	Fire blanket		30.00	Council Chamber Kitchen	To extinguish a fire	If required	
1072	49196	First Aid Kit		25.00	Council Chamber Kitchen	To treat for small accidents	If required	
1073	49197	Microwave		55.00	Council Chamber Kitchen	To heat food	As req'd	
1074	49198	Water Extinguisher		35.00	Council Chamber Kitchen	To extinguish fire	If required	
1075	49199	Wall Heater		60.00	Council Chamber Toilet	To heat the room	As req'd	
1076	49200	Revolving display unit		200.00	Town Hall Corridors & Landing	To store public information leaflets	Daily	
1077	49201	Public seating unit		450.00	Town Hall Corridors & Landing	To sit on	Daily	
1078	49202	Public seating unit		450.00	Town Hall Corridors & Landing	To sit on	Daily	
1079	49203	Wall mounted perspex leaflet dispensers		175.00	Town Hall Corridors & Landing	To store public information leaflets	Daily	
1080	49204	Wall mounted perspex leaflet dispensers		175.00	Town Hall Corridors & Landing	To store public information leaflets	Daily	
1081	49205	Stairway rope with brass clips ends		73.98	Town Hall Corridor	To block access to stairs	Daily	
1082	49206	Storage heater		300.00	Town Hall Corridor	To heat the room	As req'd	
1083	49207	Storage heater		300.00	Town Hall Hallway	To heat the room	As req'd	
1084	49208	Stairlift		1500.00	Town Hall Corridors & Landing	To provide assisted access to upstairs	If required	
1085	49209	Dimplex wall heater		60.00	Town Hall office toilet	To heat the room	As req'd	
1086	49210	Grit Bin (Belongs to Council)		150.00	Town Hall grounds	To store grit	Constantly	
1087	49211	Jubilee Mug		1.00	Council Chamber	For decoration	Constantly	
1088	49212	Commemorative Plate		1.00	Council Chamber	For decoration	Constantly	
1089	49213	Commemorative Plate		1.00	Council Chamber	For decoration	Constantly	
1090	49214	Commemorative Plate		1.00	Council Chamber	For decoration	Constantly	
1091	49215	Commemorative Scissors		1.00	Council Chamber	For decoration	Constantly	
1092	49216	Commemorative Bell		1.00	Council Chamber	For decoration	Constantly	
1093	49217	Large Glass Dish		1.00	Council Chamber	For decoration	Constantly	
1094	49218	Twinning Plaque		1.00	Council Chamber	For decoration	Constantly	
1095	49219	Twinning Plaque		1.00	Council Chamber	For decoration	Constantly	
1096	49220	Twinning Plaque		1.00	Council Chamber	For decoration	Constantly	
1097	49221	Twinning Plaque		1.00	Council Chamber	For decoration	Constantly	
1098	49222	Brass Polegate Plaque		1.00	Council Chamber	For decoration	Constantly	
1099	49223	Commemorative Spade		1.00	Council Chamber	For decoration	Constantly	
1100	49224	Book (Twinning)		1.00	Council Chamber	For decoration	Constantly	
1101	49225	Wooden Bird On Plinth (Twinning)		1.00	Council Chamber	For decoration	Constantly	
1102	49226	Framed Certificate		1.00	Council Chamber	For decoration	Constantly	
1103	49227	Framed Certificate		1.00	Council Chamber	For decoration	Constantly	
1104	49228	Framed Certificate		1.00	Council Chamber	For decoration	Constantly	
1105	49229	Framed Certificate		1.00	Council Chamber	For decoration	Constantly	
1106	49230	Framed Certificate		1.00	Council Chamber	For decoration	Constantly	
1107	49231	Picture		1.00	Council Chamber	For decoration	Constantly	
1108	49232	Picture		1.00	Council Chamber	For decoration	Constantly	
1109	49233	Picture		1.00	Council Chamber	For decoration	Constantly	
1110	49234	Picture		1.00	Council Chamber	For decoration	Constantly	
1111	49235	Picture		1.00	Council Chamber	For decoration	Constantly	
1112	49236	Picture		1.00	Council Chamber	For decoration	Constantly	
1113	49237	Picture		1.00	Council Chamber	For decoration	Constantly	
1114	49238	Picture		1.00	Council Chamber	For decoration	Constantly	
1115	49239	Picture		1.00	Council Chamber	For decoration	Constantly	
1116	49240	Picture		1.00	Council Chamber	For decoration	Constantly	
1117	49241	Picture		1.00	Council Chamber	For decoration	Constantly	
1118	49242	Picture		1.00	Council Chamber	For decoration	Constantly	
1119	49243	Picture		1.00	Council Chamber	For decoration	Constantly	
1120	49244	Picture		1.00	Council Chamber	For decoration	Constantly	
1121	49245	Honours Board (2nd board included in above)		150.00	Council Chamber	To display Mayors' service details	Constantly	
1122	49246	Town Map and Case		1580.00	Council Chamber	For decoration	Constantly	
1123	49247	Clock / Calendar		40.00	Council Chamber	To tell the time & date	Constantly	
1124	49248	Mirror		10.00	Town Hall office toilet	To view image	Daily	
1125	49249	Mirror		10.00	Reg Shingleton Room (Town Clerk's office) toilet	To view image	Daily	
1126	49250	Dehumidifier 10ltr (Cost includes VAT)	11/10/2012	129.99	Reg Shingleton Room (Town Clerk's office) cupboard	To dry out damp	As required	
1127	49251	Vivitar ViviCam 9126 Camera - Viking Free Gift	MID0051211	07/11/2012	1.00	Town Hall office	To take photographs	As required
1128	49252	Trellis		348.30	Town Hall car park	To prevent unauthorised access to allotments	Constantly	
1129	49253	Jubilee Commemorative Plaque		1.00	High Street by St Johns Church	For decoration	Constantly	
1130	49254	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1131	49255	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1132	49256	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1133	49257	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1134	49258	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1135	49259	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1136	49260	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1137	49261	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1138	49262	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1139	49263	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1140	49264	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1141	49265	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1142	49266	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1143	49267	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1144	49268	Pride In Polegate Sign	24/04/2012	36.00	High Street	To request that litter not be dropped in the street	Constantly	
1145	49269	Disabled Persons Emergency Alarm	10/04/2013	57.22	Town Hall Toilet	For disabled persons to raise alarm	As required	
1146	49270	Disabled Persons Toilet Door Lock	15/04/2013	30.75	Town Hall Toilet	To lock and un-lock the toilet door	Daily	
1147	49271	Disabled Persons Toilet Door Lock	15/04/2013	30.75	Town Hall Toilet	To lock and un-lock the toilet door	Daily	
1148	49272	Legionella Test Kit	15/05/2013	50.00	Town Hall office	To test for Legionella	As required	
1149	49273	United Kingdom National Flag	24/06/2013	49.50	Town Hall grounds	To fly from the flagpole	Daily	

