



Seaford Town Council

Report 03/20

Agenda Item No: 10
Committee: Council
Date: 21st May 2020
Title: Fixed Asset Register
By: Lucy Clark, Finance Manager
Purpose of Report: To present the Council's Fixed Asset Register.

Recommendations

You are recommended:

- 1. To note the Fixed Asset Register as attached at Appendix A.**
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1. Information

- 1.1** When the Asset Register was adopted at the Council meeting on 18th May 2015 it was explained that the value of Council assets will only change when assets are sold or purchased and therefore remain at their proxy cost. This follows the guidance as set out in the Practitioners Guide on Governance and Accountability for Local Councils.
- 1.2** Appendix A shows the Fixed Asset Register. The proxy cost is either based on the insurance value from 2012 or the known purchase costs. The insurance values increase by approximately 3% each year and where there has been an addition to the asset.
- 1.3** Community land is given only a notional value in accordance with the recommendations for community land. Buildings and other insured assets have been valued at their insurance valuation i.e. replacement cost. Uninsured assets are given an estimated value.
- 1.4** Insurance values that remain based on the figures from 31st March 2012 will be reviewed during 2020 as part of the tender process when procuring a new insurance contract for April 2021.
- 1.5** This Register remains a working document.

2. Financial Appraisal

There are no direct financial implications as a result of this report.

3. Contact Officer

The Contact Officer for this report is Lucy Clark, Finance Manager.

Finance Manager

Assistant Town Clerk

Fixed Asset Register 2019/20

Annual Return
31/03/2019

Box 9 on
Annual Return
31/03/2020

Description of Asset	Location	Proxy Cost at 31/03/2019	Additions	Disposals	Proxy Cost at 31/03/2020	Replacement Value (For Insurance) 2019/20	Notes
Insured							
Hurdis House	10 Broad Street	£850,780.00	£-	£-	£850,780.00	£1,015,875.82	The Insurance Value as at 31/03/2012 used as proxy cost
Old Town Hall and South Street Toilets	South Street	£266,770.00	£-	£-	£266,770.00	£318,537.33	The Insurance Value as at 31/03/2012 used as proxy cost
South Hill Barn	Seaford Head Estate	£773,530.00	£-	£-	£773,530.00	£923,635.27	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Toilets	The Salts, Richmond Road	£135,960.00	£-	£-	£135,960.00	£162,343.34	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Café	The Salts, Richmond Road	£214,240.00	£-	£-	£214,240.00	£255,813.78	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Base	The Salts, Richmond Road	£88,168.00	£-	£-	£88,168.00	£105,277.20	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Changing Area	The Salts, Richmond Road	£134,930.00	£-	£-	£134,930.00	£161,113.48	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Cricket Pavilion	The Salts, Richmond Road	£187,460.00	£-	£-	£187,460.00	£223,837.04	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Scout Hut	The Salts, Richmond Road	£320,330.00	£-	£-	£320,330.00	£382,490.78	The Insurance Value as at 31/03/2012 used as proxy

							cost
Salts Recreation Ground - Lifeguard Hut	The Salts, Richmond Road	£95,790.00	£-	£-	£95,790.00	£114,738.27	The Insurance Value as at 31/03/2012 used as proxy cost
Crouch Gardens - Bowls Club	Crouch Gardens	£95,790.00	£-	£-	£95,790.00	£231,378.00	The Insurance Value as at 31/03/2012 used as proxy cost
Crouch Gardens - Football Pavilion & Changing Room	Crouch Gardens	£456,290.00	£-	£-	£456,290.00	£488,259.93	The Insurance Value as at 31/03/2012 used as proxy cost
Seafront - Martello Toilets	The Esplanade	£184,370.00	£-	£-	£184,370.00	£220,147.41	The Insurance Value as at 31/03/2012 used as proxy cost
Seafront - West View Kiosk	Promenade (opp. West View)	£21,630.00	£-	£-	£21,630.00	£25,827.36	The Insurance Value as at 31/03/2012 used as proxy cost
Seafront - Martello Kiosk	Promenade (Martello Tower)	£15,450.00	£-	£-	£15,450.00	£18,448.11	The Insurance Value as at 31/03/2012 used as proxy cost
Seafront - Shelters	Various	£34,241.00	£-	£-	£34,241.00	£40,885.93	The Insurance Value as at 31/03/2012 used as proxy cost
Martello Tower	The Esplanade	£2,245,400.00	£-	£-	£2,245,400.00	£2,990,125.02	The Insurance Value as at 31/03/2012 used as proxy cost
Office 37 Church Street	37 Church Street	£52,259.00	£-	£-	£52,259.00	£119,405.23	The Insurance Value as at 31/03/2012 used as proxy cost
The Crypt	23 Church Street	£489,557.00	£-	£-	£489,557.00	£584,556.59	The Insurance Value as at 31/03/2012 used as proxy cost
Seaford Head Golf Club Depot (New Equipment Shed)	Seaford Head Estate	£84,460.00	£-	£-	£84,460.00	£117,967.22	Construction costs used as proxy costs
Seaford Head Golf Club Greenskeepers Office	Seaford Head Estate	£54,887.00	£-	£-	£54,887.00	£40,462.85	The Insurance Value as at 31/03/2012 & previous all risk used as proxy cost
Seaford Head Golf Club House & Pro Shop - New	Seaford Head Estate	£1,682,887.76	£-	£-	£1,682,887.76	£1,913,364.98	Construction costs used as proxy costs

The View, Seaford Head Golf Club	Seaford Head Estate	£266,073.00	£-	£-	£266,073.00	£275,749.65	Contents A,B,C,D & F
Salts Recreation Ground - Rugby Clubhouse	The Salts, Richmond Road	£699,000.00	£-	£-	£699,000.00	£824,000.00	Previously insured by Rugby Club-JC instructed to include with STC insurance from 2018
Crouch Gardens - Log Cabin	Crouch Gardens	£4,671.64	£-	£-	£4,671.64	£5,419.61	The Insurance Value as at 31/03/2012 used as proxy cost
CCTV Cameras	Various	£87,924.00	£-	£-	£87,924.00	£104,985.72	The Insurance Value as at 31/03/2012 used as proxy cost
Centenary Clock	Outside Camerons, Broad Street	£3,380.00	£-	£-	£3,380.00	£4,036.48	The Insurance Value as at 31/03/2012 used as proxy cost
Christmas Lights	-	£13,526.00	£-	£-	£13,526.00	£16,150.71	The Insurance Value as at 31/03/2012 used as proxy cost
Crouch Garden - Garden Shed	Crouch Gardens	£1,247.06	£-	£-	£1,247.06	£1,362.69	The Insurance Value as at 31/03/2012 used as proxy cost
Crouch Garden - Football Store	Crouch Gardens	£9,004.07	£-	£-	£9,004.07	£9,838.99	The Insurance Value as at 31/03/2012 used as proxy cost
Crouch Garden - Groundsman Store	Crouch Gardens	£9,004.07	£-	£-	£9,004.07	£9,838.99	The Insurance Value as at 31/03/2012 used as proxy cost
Crouch Gardens - Children's Play Area	Crouch Gardens	£31,944.00	£-	£-	£31,944.00	£38,143.30	The Insurance Value as at 31/03/2012 used as proxy cost
Salts Recreation Ground - Children's Play & Gym	The Salts, Richmond Road	£156,357.76	£-	£-	£156,357.76	£170,856.34	Old equipment removed and replaced with new during 2015/16.
Salts Recreation Ground - Skate Park	The Salts, Richmond Road	£28,182.00	£215,746.19	£28,182.00	£215,746.19	£215,746.19	Actual Costs used for Proxy Cost
Salts Skate Park CCTV	The Salts, Richmond Road	£-	£4,272.48	£-	£4,272.48	£4,272.48	Actual Costs used for Proxy Cost
Salts Skate Park Floodlights	The Salts, Richmond Road	£-	£20,689.00	£-	£20,689.00	£20,689.00	Actual Costs used for Proxy Cost

Salts Cricket Pavilion CCTV	The Salts, Richmond Road	£-	£2,709.50		£2,709.50	£2,709.50	Actual Costs used for Proxy Cost
Salts Café CCTV	The Salts, Richmond Road	£-	£2,618.75		£2,618.75	£2,618.75	Actual Costs used for Proxy Cost
Salts Table Tennis Tables	The Salts, Richmond Road	£-	£3,800.00		£3,800.00	£3,800.00	Actual Costs used for Proxy Cost
Salts Water Refill Station	The Salts, Richmond Road	£-	£1,829.50		£1,829.50	£1,829.50	Actual Costs used for Proxy Cost
Seaford Head Golf Club Equipment Shed (Chemical & Fertiliser store)	Seaford Head Estate	£35,000.00	£-	£-	£35,000.00	£42,436.00	The Insurance Value as at 31/03/2012 used as proxy cost
Seafront - Martello Beach Huts x 10 @ £8,583.33 each	The Esplanade	£85,833.34	£-	£-	£85,833.34	£122,987.39	The Insurance Value as at 31/03/2012 used as proxy cost
Seafront - Telescope	West View	£7,000.00	£-	£-	£7,000.00	£7,426.30	Proxy cost is estimated Value at 2017/18
Seafront - The Shoal Community Bench	Splash Point	£51,811.00		£-	£51,811.00	£63,654.00	Construction costs used as proxy costs
Seafront - Bonningstedt Beach Huts x 13 (reduced to 9)	Bonningstedt Parade	£184,347.00	£-	£-	£184,347.00	£198,000.00	Construction costs used as proxy costs; £20,483 per beach hut
Seafront - Disabled Beach Access	Martello End	£-	£5,442.50	£-	£5,442.50	£28,000.00	Proxy cost is amount STC Paid. Actual Cost used for insurance.
Seafront - Bike Stations & Racks	Martello End	£-	£2,253.00	£-	£2,253.00	£2,453.00	Actual Costs used for Proxy Cost
Civic Regalia	37 Church Street	£51,500.00	£-	£-	£51,500.00	£61,493.69	The Insurance Value as at 31/03/2012 used as proxy cost
Seaford Head Golf Club Vehicle	Seaford Head Estate	£8,000.00	£-	£-	£8,000.00	£4,000.00	31/03/2012 Insurance Value used as proxy cost
Seafront WVBH's, Concession Huts & Toilet Huts	Seafront	£-	£21,274.61	£-	£21,274.61	£25,000.00	Construction costs used as Proxy costs
Seaford Head Golf Club M/cs & Mowers	Seaford Head Estate	£347,084.82	£-	£-	£347,084.82	£357,497.55	The Insurance Value as at 31/03/2012 plus cost of additions used as proxy cost. The updated replacement values used for insurance value

Seaford Head Golf Club Borehole & Pump	Seaford Head Estate	£-	£46,847.00	£-	£46,847.00	£46,847.00	Construction Costs used for Proxy Costs - To add on to insurance
Seaford Head Golf Depot CCTV	Martello Field	£-	£2,751.72	£-	£2,751.72	£2,751.72	Construction Costs used for Proxy Costs
Martello Field - Lockable Notice Board	Martello Field	£-	£1,860.00	£-	£1,860.00	£1,860.00	Actual Costs used for Proxy Cost
Church Street - Lockable Notice Board	Church Street	£-	£1,190.00	£-	£1,190.00	£1,190.00	Actual Costs used for Proxy Cost
		£-			£-		
Total Insured		£10,566,069.52			£10,871,171.77		
Not Insured							
Street Planters		£2,000.00	£-	£-	£2,000.00	n/a	31/03/2012 Estimate
Street Furniture		£14,000.00	£-	£-	£14,000.00	n/a	31/03/2012 Estimate
Notice Boards		£1,220.00	£-	£-	£1,220.00	n/a	31/03/2012 Estimate
Seating - Other		£21,000.00	£-	£-	£21,000.00	n/a	31/03/2012 Estimate - new additions during 2015/16
Seating - Seafront		£30,000.00	£-	£-	£30,000.00	n/a	31/03/2012 Estimate
Street Lighting		£21,000.00	£-	£-	£21,000.00	n/a	31/03/2012 Estimate
Bus Shelters		£8,000.00	£-	£-	£8,000.00	n/a	31/03/2012 Estimate
War Memorial		£20,000.00	£-	£-	£20,000.00	n/a	31/03/2012 Estimate
Alfriston Road		£1.00	£-	£-	£1.00	n/a	Nominal
Avondale / Blatchington 1 (see Pond)		£1.00	£-	£-	£1.00	n/a	Nominal
Avondale / Blatchington 2		£1.00	£-	£-	£1.00	n/a	Nominal
Bishopstone Road		£1.00	£-	£-	£1.00	n/a	Nominal
Blatchington Pond		£1.00	£-	£-	£1.00	n/a	Nominal
Broad Street		£1.00	£-	£-	£1.00	n/a	Nominal
Lexden Road		£1.00	£-	£-	£1.00	n/a	Nominal
Lexden Road		£1.00	£-	£-	£1.00	n/a	Nominal
Martello Field		£1.00	£-	£-	£1.00	n/a	Nominal
Normansal		£1.00	£-	£-	£1.00	n/a	Nominal
Pelham Road		£1.00	£-	£-	£1.00	n/a	Nominal

The Ridings		£1.00	£-	£-	£1.00	n/a	Nominal
Sandore Road		£1.00	£-	£-	£1.00	n/a	Nominal
Sutton Drove		£1.00	£-	£-	£1.00	n/a	Nominal
Chyngton Way		£1.00	£-	£-	£1.00	n/a	Nominal
The Covers		£1.00	£-	£-	£1.00	n/a	Nominal
Firle Close		£1.00	£-	£-	£1.00	n/a	Nominal
Gildredge Road		£1.00	£-	£-	£1.00	n/a	Nominal
Hardwick House		£1.00	£-	£-	£1.00	n/a	Nominal
High & Over		£1.00	£-	£-	£1.00	n/a	Nominal
The Holt		£1.00	£-	£-	£1.00	n/a	Nominal
Village Green		£1.00	£-	£-	£1.00	n/a	Nominal
Sutton Drove Allotments		£1.00	£-	£-	£1.00	n/a	Nominal
Southdown Road wasteland		£1.00	£-	£-	£1.00	n/a	Nominal
Seaford Head Estate including Golfcourse		£1.00	£-	£-	£1.00	n/a	Nominal
Steyne Road Junction South Street		£1.00	£-	£-	£1.00	n/a	Nominal
Total Not Insured		£117,246.00			£117,246.00		
<u>INTANGIBLE FIXED ASSETS</u>		<u>£10,683,315.52</u>			<u>£10,988,417.77</u>		£-
N/A							
TOTAL ASSETS & INVESTMENTS		£10,683,315.52			£10,988,417.77		£-

£10,683,315.52



Seaford Town Council

Report 04/20

Agenda Item No:	11
Committee:	Council
Date:	21st May 2020
Title:	Insurance Arrangements
By:	Lucy Clark, Finance Manager
Purpose of Report:	To present an update on the Council's Insurance Arrangements.

Recommendations

You are recommended:

1. To note the information regarding the Council's Insurance Arrangements.

1. Information

- 1.1 The Council is currently in a 3 plus 2-year option Long Term Agreement with Zurich which allowed the Council to benefit from discounts for a 5-year policy but with the option to end the contract after 3 years.
- 1.2 At the Full Council Meeting held on 18th October 2019, it was approved to take up the opportunity to continue with its long-term agreement with Zurich thus receiving discounted rates for 2019/20 and 2020/21 along with receiving a monetary credit of £671 on the 2018/19 costs.
- 1.3 The extended contract now runs from 1st April 2019 until 31st March 2021 with a premium total of £22,390.48 for this financial year. This is an increase of £1,196.94 compared to the costs in 19/20.
- 1.4 Along with the usual 3% uplift across all assets that has been imposed, there were a few additions added to the policy during 2019/20 namely the new Salts Skate Park including the new Floodlights and CCTV.
- 1.5 The RFO will commence the tendering process during the latter part of this year for a new insurance contract to start on 1st April 2021.

2. Financial Appraisal

The Financial implications are as reported in section 1 of this report.

3. Contact Officer

The Contact Officer for this report is Lucy Clark, Finance Manager.

Finance Manager



Assistant Town Clerk


