

We publish details of contracts awarded over £5,000, and at the end of the financial year update with the actual amounts paid.

For Electricity and Gas supplies we use free broker services or negotiate prices ourselves. A full list is available on request which includes the rates and contract lengths. We currently use British Gas, EON, BES Utilities (up to July 2019) and Haven Power.

For water we used Wave Business.

All utilities are paid by direct debit and the amounts can be found on our regular expenditure reports if they are over £500 per transaction. Utilities are variable based on consumption apart from Haven Power for 189 streetlights which is fixed at £2,499 pa for three years from October 2019

Actual figures for 2019/20

Organisation	Term	Details/Notes	Estimate 20/21
Heritage Contract Services Ltd	1 October 2017 to 30 Sept 2020	Cleaning and Caretaking, Gate locking and 24/7 standby	£45,000 (April to September inc)
JR Vincent Bunn	Annual award	Grass cutting verges owned by Norfolk County Council plus some Town Council sites - Grant from Norfolk CC cover 100% of the contract costs	£13,600 Budget *Charged per cut April to September
KJ Youth Work	Annual award	Weekly Youth Club Session term-time only on a Monday 6:30pm and administration	£6,555
Cavalier Mailing	Awarded per issue (print, insert, collate, sort and post) Two postcodes NR8 & NR5	7,500 Newsletters	£12,750 for max four newsletters
Breakwater IT	Monthly	IT Support for 5 Office Staff, Buildings and 19 Town Councillors Office 365 access	£7,000
Zurich Insurance	May 2020 to May 2024 – Four year agreement	Insurance including play equipment inspections	£10,500 (main policy) plus inspections
Haven Power	2019 to 2022	189 Streetlight - elec	£2,499 pa net - £7,497 over three years