

Smannell Parish Council Equipment Policy

The Smannell Parish Council (SPC) owns a number of assets which could be used by its parishioners for their short-term personal use. Such occasions include private parties. This document sets out terms of agreement, returnable deposits required or charges where appropriate. It is advised that users take their own insurance out where deposits required do not meet the repair costs in cases of severe damage.

All deposits are required to be banked in the SPC bank account a week before the equipment is due to be released. If the toilet is required, it must be emptied and cleaned before being returned. If it is not clean before being returned a £250 fee will be applied.

It is down to the discretion of the SPC if any equipment is requested from individuals or bodies outside of the Parish.

The Little London Playing Field.

The Little London Playing Field (LLPF) can only be used for personal recreational purposes, unless events are organised by the SPC on behalf of the general public. A covenant when the land was bequeathed to SPC restricted the land to recreational use only and forbids personal parties.

Large Canvass Marquee (Deposit £150)

This equipment requires experienced personnel to safely erect it and to safely strike it. As such a nominated member of the SPC or Little London Playing Field and Events Team (LLPFET) must be present to supervise if used by a member of the Parish. There is a supervision charge of £50. The user of the equipment must also ensure that there are at least six able bodied persons to be available for safe erection and striking.

It is important for users to be aware that there is considerable weight involved in safely transporting the canvass, roof trusses and steel poles. The equipment can be collected from the field storage and returned by arrangement with SPC or the LLPFET. If the equipment needs to be delivered and collected to the users location there is a delivery and collection charge of £100 inclusive.

The equipment must be available for collection or delivery back to the storage within 48 hours of the users event.

Smaller Marquee (Deposit £100)

This is more easily transported as there is less weight involved. A delivery and collection charge of £50 is levied where users cannot or chose not to transport it themselves. A similar supervision charge of £50 is optional if required.

Other Assets (Deposit £25 each asset).

- 14 Tables
- 70 Chairs
- 3 Tea Urns
- Electricals (transformers and strings of lights)
- Mobile Toilet (must be returned clean)
- 2x Metal drum BBQ's

This policy was Agreed and Resolved at the Full Council meeting of the Smannell Parish Council on 29 May 2024.

Smannell Parish Council