



**AKELEY PARISH COUNCIL**

**Minutes of the closed Parish Council meeting held on Tuesday 2nd August 2016  
at 7.30pm in the Village Hall**

**Present:** Terry Cavender (Chairman), John Hockley (Vice-Chairman), Joanne Eastwood, Lorna Joy, Mike Mortimer, and Ellen Sayer (Clerk).

The reason for this closed meeting is:

The Parish Council wishes to discuss issues arising from the Village Pig Roast and the insurance situation with respect to events held on the Recreational Field. In view of the nature of the business, it is advisable and in the public interest that the public be excluded. Any decisions and the reasons underlying them will be made available to the public and comments welcomed.

**1. APOLOGIES:** Mary Taylor and Clair Flynn

**2. DECLARATIONS OF INTEREST RELATING TO ITEMS ON THIS AGENDA:** JE, ex-member of Events Committee.

**3. BACKGROUND -** The village Pig Roast, organised by the Events Committee, took place on Saturday 9<sup>th</sup> July. A query had arisen due to the fact that the Certificate of Insurance for the obligatory Public Liability Insurance taken out by the organisers was not issued until, and was dated, the 11<sup>th</sup> July. However, the insurance company concerned had assured the Clerk that this was 'fairly common practise' and that the insurance cover had been in place for the event.

**4. RESOLUTION -** It was resolved that in future, when an event open to the public is due to take place in the Village Hall which requires the use of the Recreational Field (the Recreational Field is never hired out separately on its own), the Parish Council requires:

- Proof that a Risk Assessment has been carried out by the organisers
- Evidence of insurance cover at least 2 weeks in advance of the event
- Details of that insurance cover.

It was also agreed that

- Only formally-constituted groups and organisations will be permitted to use the Recreational Field for public events.

The Clerk is to double-check with the P/Council's insurers that there are no obligations/ramifications arising from allowing the Recreational Field to be used by a third party with their own insurance cover. Similarly, the same check will be carried out in the case that the Recreational Field is formally hired to a third party with their own insurance cover.

**5. DATE OF NEXT MEETING.....September 12<sup>th</sup> 2016**