

Bodmin Town Council

Insurance Tender – Request for Additional Information

1) Fire Claims Information

Claim Site	Detail
Shire House	The roof leaked onto the photocopier and it had to be replaced. The roof has since been completely replaced.

2) Inspections within the buildings

The following elements are inspected by the Council, who hires the appropriate professionals;

Boiler Services
Stair Lift Services
Fire Services
PAT Services

3) Personal Accident Cover

Persons Insured	No	Level of Cover Required Capital sum	Weekly Sum
Employees		5 x Annual Earnings	50% Salary
Volunteers	60	£50,000	£200 pw
Directors (Members)	16	£50,000	£200 pw

4) Vehicle Valuations

Registration	Make/Model	Estimated Value
WK51 DYU	John Deere Tractor	£4,500
WK05 ECE	BX2200 Ride on Mower	£4,000
WK10 EHF	F2880 Ride on Mower	£4,000
WK09 CKP	F1900 Ride on Mower	£2,000

Please note that we are happy for insurers to use their own vehicle valuations from sources such as the Glass Guide.

5) Items Self Insured

- a. Play Equipment
- b. War Memorial

6) Additional items to be included Under all Risks

Machinery/Equipment used by the Parks & Property Maintenance Team to the value of £25,000.00

7) Further Wages Analysis

Staff	Numbers	Gross Salary
Clerical	19	293,604.66
Manual	12	159,620.54

8) Events

Council Events	Site	Estimated Attendance
Remembrance Parade	Priory Car Park	60
Christmas Lights Event	Mount Folly	400
One off events such as; Freedom Parade, Armed Forces Day etc		200

Non Council Events held on Council Land	Site	Estimated Attendance
Bodmin Bonfire & Fireworks Display	Priory Car Park (Top Tier) and Priory Park	3,000
Alstock (Music Event)	Priory Car Park	1,500
Heritage Day	Priory Car Park	400
Carnival	Priory Car Park	300
Circuses & Fairs	Fairpark	500
Proms in the Park	Narisa Lawn	100
St Pirans (Schools)	Mount Folly	100
Annual Dog Show	Narisa Lawn	50

9) Income

2016/17 Annual Budget	£
Councils Other Income	185,750
Precept	1,101,600
Total Income	1,287,350