

### Policy for use of Specified NTC Assets

- a. Businesses and / or community organisations, located within the town council area to are able to use specified town council equipment as outlined in item (c)
- b. Officers will suggest to all users that in exchange for the use of the equipment, an unspecified donation be made to Neston Town Council, this will be covered in the User Agreement forms.
- c. Provided that by using the equipment, this will have no impact on the running of the Council's business, Council are happy for the use of the;
  - i. Staging Equipment
  - ii. Double gazebos only, to a maximum of 5 at any one time (no singles).
  - iii Blue display boards
  - iv The Projector Pop-up screen
- d. Officers are provided with delegated authority to authorise the use of the assets as named in item (c), provided that copies and the completion of the appropriate;
  - application forms
  - risk assessments, and
  - suitable public liability insurance (£10,000) is submitted.