

To receive a report on the Town Council Fleet Insurance Renewal and consider any actions and associated expenditure

Report to: Policy and Finance

Date of Report: 22 December 2025

Officer Writing the Report: Finance Officer

Purpose of the report:

To inform members of the fleet insurance policy renewal due to expire on 5 March 2026.

Officers Recommendations

Members are requested to consider delegating authority to the Finance Officer to obtain renewals for the fleet insurance policy. The renewals will be reviewed and given final approval by the Town Clerk/RFO in consultation with the Chairman and Vice Chairman of the Policy and Finance Committee and Councillor Gillies. This process will be carried out within budget code 6205 PF Insurance, reporting back to a future Policy and Finance Committee meeting for ratification.

Report Summary

Saltash Town Council Fleet Insurance is due to expire on 5 March 2026, prior to the next Policy and Finance Committee meeting to be held on 10 March 2026.

Insurance companies will not provide a renewal until closer to the expiry date (approx. 30 days).

The Fleet Insurance is for the year 2026-27.

Cover for the year 2025-26 cost £2,456.80 including applicable taxes and admin fee.

Budgets

Budget Codes: 6205 PF Insurance

Budget Availability: £7,992

Committed Spend: Pontoon insurance £2,485 and Cyber Security Insurance £1,716

Budget After Committed Spend: £3,791

Signature of Officer:

Finance Officer