

To receive the Town Council main insurance policy renewal and consider any actions and associated expenditure.

Report to:

Policy & Finance Committee

Date of Report:

16 September 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To inform members of the renewal information for the main Town Council insurance policy.

Officer's Recommendations

Members are asked to recommend to delegate authority to the Finance Officer to obtain and review the renewal quotation for the Council's insurance policy with Zurich and to authorise the Town Clerk/RFO, in consultation with the Chairman and Vice-Chairman of the Policy and Finance Committee, to approve the renewal. Any premium cost increases will be made from Budget Code 6205 PF Insurance, with details reported to the next Committee meeting.

Report Summary

The Council's main insurance policy is held with Zurich and is due for renewal on 9 October 2026. Although the Council are locked into a long-term agreement until 10 October 2028, there may be an increase to the annual premium subject to index-linked sums assured, if levels of indemnity increase or poor claims history.

The Finance Officer has submitted the required renewal information to Zurich and is awaiting confirmation of the renewal premium.

As the renewal date falls after the Policy and Finance Committee meeting scheduled for 22 September 2026, Members are asked to consider providing delegated authority to the Finance Officer to obtain and review the renewal quotation. Final

approval would be provided by the Town Clerk/RFO in consultation with the Chairman and Vice-Chairman of the Policy and Finance Committee, with details reported to the next Committee meeting.

Budgets

Budget Codes: 6205 PF Insurance

Budget Availability: £13,390

Committed Spend: Approx £1,600

Budget After Committed Spend: £11,790

Signature of Officer:

Finance Officer