



# Renewal of Insurance Cover

## Thurston Parish Council

**Paper:** Paper 8 - Insurance Renewal Proposal

**Reason:** To approve the Parish Council Insurance Renewal Proposal

**Period covered:** 1 October 2026 to 30 September 2027

**Presented to Council:** Full Council Meeting 2 September 2026

**Date:** 19.08.2026

**Author:** Responsible Financial Officer (RFO)

## Summary

This proposal seeks approval from the Parish Council to renew its insurance policy with the current provider, Zurich Municipal for the forthcoming year, in accordance with the terms of our existing agreement.

## Background

The Parish Council has been insured with Zurich Municipal since 1 October 2021 benefiting from comprehensive cover tailored to the needs of local councils. The policy includes:

- Public liability
- Employers' liability
- Property and asset protection
- Fidelity guarantee
- Legal expenses cover

Over the past five years, the provider has delivered reliable service, prompt claims handling, and competitive pricing. No significant issues or disputes have arisen during the current policy term.

## Renewal Terms

Provider: Zurich Municipal

Policy Type: Select for Local Councils

Policy Period: 1 October 2026 – 30 September 2027

Premium: £2,327.69 (inclusive of all taxes and fees)

*Previous Year's Premium: £2,225.18 (inclusive of all taxes and fees)*

Price variation: increase of £20 plus IPT for the level of Fidelity Guarantee to remain at £1million; addition of two streetlights (Barton Road) or full year's cover; 2 picnic benches and Clerk's HP laptop.

Basis of Renewal: Continuation under the existing rolling Annual Agreement until 30 September 2027, ensuring price stability and consistent cover.

## Rationale for Renewal

- Maintains continuity of cover without gaps or administrative delays.
- Avoids additional costs or risks associated with switching providers.
- Retains a trusted insurer with proven understanding of parish council requirements.
- Renewal premium remains within budget and reflects market competitiveness.

## Compliance

An annual review was undertaken (before the time of the policy renewal) of all insurance arrangements in place. In accordance with Financial Regulation 15.2 the RFO keeps a record of all insurances effected by the council and the property and risks covered thereby and annually reviews it.

Employers and Employee liability insurance is a necessity and are included with the budget. As such, appropriate compliance measures are in place. Cover is provided under a "taking reasonable care basis" and Council has previously acknowledged that it has taken reasonable care in managing its activities.

The review as carried out by the RFO covers the following:

- Written risk assessments are in place for key activities.
- Written records are kept of staff and councillor training.
- Council has adopted Data Protection policies and regularly reviews and identifies the data (including personal) held and processed by the council.
- Council has adopted and annually reviews the council's policies on data handling, storage and sharing.
- Council has adopted and annually reviews policies on measures to deal with personal data breaches.
- All employees, councillors and volunteers abide by any rules, guidelines, advice and legislation currently in place as given by any relevant authority (such as but not limited to Local Authority, National Bodies (NALC, LGA, HM Government), or the Health and Safety Executive.

## Cover provided

| Cover provided with Zurich Municipal at renewal (01.10.2026) |                                                 |
|--------------------------------------------------------------|-------------------------------------------------|
| Public Liability                                             | 12million                                       |
| Employers Liability                                          | 10million                                       |
| Fidelity Guarantee                                           | 1million                                        |
| Officials Indemnity                                          | 12million                                       |
| Libel and Slander                                            | 250thousand                                     |
| Legal Expenses                                               | Limit of indemnity 200thousand                  |
| Personal Accident - Employees                                | 50thousand/250pw                                |
| Personal Accident – Directors / Councillors                  | 50thousand/250pw                                |
| Personal Accident – Key Personnel Cover (Clerk)              | 100thousand/500pw (max 10 weeks)/100pw          |
| Material Cover (all risks)                                   | As per schedule based on current asset register |

## Recommendation

1. To accept the confirmation that the RFO has reviewed the current insurance arrangements and that employer's liability insurance is in place, there is an appropriate level of fidelity guarantee insurance and that all cover is risk-based and kept under constant review to make sure it adequately reflects changes in circumstances.
2. To note that the RFO has reviewed the renewal documents from Zurich for the period commencing 1 October 2026 and found them to be accurate accounting for amendments to the council's asset register since 1 April 2026.
3. To accept the renewal premium from Zurich Municipal for the period 1 October 2026 to 30 September 2027, at a cost not exceeding £2,327.69 in line with the current proposal.

## Proposed Resolution

"That the Parish Council accept the confirmation that the Responsible Financial Officer has reviewed the current insurance arrangements and that employer's liability insurance is in place, there is an appropriate level of fidelity guarantee insurance and that all cover is risk-based and kept under constant review to make sure it adequately reflects changes in circumstances. The parish council therefore resolves to renew its insurance policy with Zurich Insurance for the forthcoming year at a cost not exceeding £2,327.69 and authorises the Responsible Financial Officer to complete all necessary arrangements."