

# Lindfield Parish Council

6 Denmans Lane  
Lindfield  
West Sussex  
RH16 2LB

Parish Clerk: Mrs C Irwin

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7 May 2010

**To: Members of the Insurance and Risk Management Sub-Committee**

You are hereby summoned to attend a meeting of the **Insurance and Risk Management Sub-Committee** will be held on **Monday, 17 May 2010 at King Edward Hall, High Street, Lindfield**, commencing at **3.00 p.m.**, to transact the following business:

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## AGENDA

1. To accept apologies for absence.
2. To receive Declarations of Interest from Members in respect of any Item on the Agenda.
3. Questions/comments from members of the public. (This Item will be limited to a maximum of 15 minutes).
4. To confirm and sign the Minutes of the meeting of the Insurance Sub-Committee held on 10 March 2010 (*previously circulated*).
5. Risk Management:
  - i. update (*to follow*).
  - ii. to note any recommended actions, additional controls or insurance cover arising from risk assessments reviewed to date
  - iii. to consider any other issues relating to the Risk Management process.
6. Insurance:
  - i. to consider requirement for any additional cover arising from risk management reviews
  - ii. to consider quotations received from insurance providers and to agree a recommendation to the Finance and General Purposes Committee:

Attached:	1 quotation
To follow:	2 further quotations
	Comparison summary
7. Emergency Plan – to consider revised draft plan (*attached*): Cllrs. Allen and Willcox.
8. Any Other Business, arising after the preparation of this Agenda, which the Chairman agrees to take as urgent. Such matters will be for noting or deferral to a future meeting only.

On conclusion of this part of the meeting a period of 15 minutes will be set aside to allow members of the public to ask questions/make comments.

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Christine Irwin  
Clerk to the Council

c.c. All other Parish Councillors  
WSCC Cllr. Mrs C. Field  
MSDC Cllr. Mr. A. Lea