



# Barrowby Parish Council

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Address: Reading Room, Church Street, Barrowby, NG32 1BX

Website: <https://barrowby.parish.lincolnshire.gov.uk>

## Barrowby Reading Room Property Liability Agreement

### Barrowby Reading Room – Property Left at Own Risk (User Agreement)

#### 1. Responsibility for personal property

All property brought into Barrowby Reading Room by the Hirer and/or their guests, contractors, instructors, volunteers or attendees (including coats, bags, equipment, electrical items, furniture, stock, materials and personal effects) remains the responsibility of the Hirer at all times.

#### 2. Items left behind (including regular user groups)

Any items left in the Reading Room before, during or after the hire period are left entirely at the Hirer's own risk. This includes any items routinely left on site by regular user groups (for example games/bridge equipment, tables, storage boxes, or teaching/club materials).

#### 3. No liability

To the fullest extent permitted by law, **Barrowby Parish Council accepts no responsibility and no liability** for any loss of, theft of, or damage to items brought onto, stored in, or left within the Reading Room, its entrances, car park/forecourt areas, or surrounding grounds, whether during or outside the hire period.

#### 4. Permission to leave items (no ongoing duty of care)

Any permission for a hirer or user group to leave items on site is by exception, may be withdrawn at any time, and does not create any duty of care, "bailment", or liability on the part of Barrowby Parish Council. The Council does not guarantee security, suitability of storage, or continued availability of space.

#### 5. Safeguarding and securing items

The Hirer must ensure all valuables and equipment are supervised, secured, and removed at the end of the hire unless specific permission has been given for items to remain on site. Any items requiring secure storage must not be left unattended.

#### 6. Lost property / items left on site

Items found may be held for a limited period (where practicable) and then disposed of or donated. The Council is not responsible for the condition of any item stored and does not guarantee items can be retained. Items will be held for up to 28 days, after which they may be disposed of.

**7. Insurance (Hirer's responsibility)**

The Hirer is responsible for arranging their own insurance as appropriate, including cover for their equipment and personal property brought onto or left at the Reading Room. Where the hire involves a group, instruction, paid activity, or public event, the Hirer should also hold appropriate Public Liability Insurance. Barrowby Parish Council does not provide insurance cover for the Hirer's property or activities.

**Acceptance**

By booking and/or using Barrowby Reading Room, the Hirer confirms they have read and accept this Property Left at Own Risk agreement and will inform attendees of the same.

**Hirer/Organisation:** \_\_\_\_\_

**Date(s) of Hire:** \_\_\_\_\_

**Name (print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_