



## **Policy of Use for Parish Council Bus Shelters**

### **Addressing Community Volunteers, Outside Organisations/Business and Charity Groups**

St Mewan Parish Council appreciates there will be occasions when volunteers may wish to organise celebratory decorations and/or accommodate a possible additional usage for the wooden bus shelters in the Parish.

For the parish council to comply with the associated insurance risks to its assets, third parties must apply to the council for the required permissions one month in advance of any such activity.

In order for any requests to be considered please email [clerk@stmewanparishcouncil.gov.uk](mailto:clerk@stmewanparishcouncil.gov.uk) giving the following details :-

1. The location
2. The purpose of the decoration
3. The date of commencement of activity and duration of the display
4. A clear design scheme of the decorations. If it is intended to erect barriers/posts/panels/buildings or any other structure which may damage the shelter, a clear plan must be included for approval.
5. The materials and fittings to be used

The Council cannot approve any application for mains electrical fittings within the bus shelters.

Adopted 8<sup>th</sup> May 2019  
Minute No: AC38/19  
Review annually