

Annual Return of Hirings (from Dec 2018)

All that is required is:

1. A list of all regular hirers (with a word or two of explanation of what goes on if it is not clear from the hirer's name)
2. The number of one-off or occasional (fewer than six) hires
3. A copy of any additional Rules and Regulations added to the standard Hiring Conditions during the year
4. Details of any 'incidents' (see below) that have occurred in the year

You should note that the terms of delegation also require that: 'any serious incident or damage arising in connection with permission granted under this delegation must also be reported immediately to the Trust Company.'

'Incidents'

An 'incident' might be an allegation of personal injury, or negligence, or a safeguarding matter; or it might be an issue with property damage. The concern is that these might lead to legal risk or significant cost to either your church or the Trust. If in doubt, ask.

Any allegation of personal injury, or negligence, or a safeguarding matter is likely to be serious, even if the matter cannot be measured in simply financial terms. We only ask that you use reasonable judgement over whether an incident is serious. In cases of property damage, you may wish to use a financial measure of seriousness as your benchmark.

However, the odd small item of property damage would not even reach the threshold of being an 'incident' as this is to be expected and the standard conditions of hiring give you the right to claim any costs from the hirer causing the damage.