ARTHUR J GALLAGHER INS BROKER
BLENHEIM HOUSE
1-2 BRIDGE STREET
GUILDFORD
GU1 4RY

ENGINEERING SOUTHERN
57 LADYMEAD
GUILDFORD
SURREY, GU1 1DB

Our ref:
Your ref:
Date: 9th April 2026

Re: SPRINGFIELD PARISH COUNCIL
Policy number: 75/NZ/27162755/6
Renewal of Machinery Options Policy

This Inspection Contract and/or Insurance Policy are due for renewal on 1st June 2026. We are pleased to enclose the renewal Schedule which sets out the details of your Inspection Service and/or insurance cover (as requested) with effect from the renewal date.

The renewal Schedule, Inspection Contract and/or Insurance Policy Wording (as applicable) should be read carefully together to ensure that the Inspection Service and/or insurance cover is as required. If you require a copy of the Inspection Contract and the Insurance Policy Wording, or a copy of the Policy Overview, please visit our website at the link below to obtain an electronic copy or contact us to obtain a hard copy.

Document Download Centre - Allianz Insurance

The Inspection Fee and/or Insurance Premium due is £674.41 including tax. VAT documents are enclosed where applicable. The renewal terms have been issued on the basis of the Plant information held by ourselves. The Inspection Fee and/or Insurance Premium have been calculated based on the attached Plant Schedule for the Period of Cover stated in the renewal Schedule. If, following a subsequent inspection(s) during the Period of Cover, the Inspection Fee and/or Insurance Premium exceeds or falls short of the renewal Inspection Fee and/or Insurance Premium based on more or less or different Plant then the Insured shall pay or the Insurers shall refund the difference in the Inspection Fee and/or Insurance Premium.

We trust these renewal terms are acceptable, however should you wish to discuss any aspect of this renewal including the Inspection Fee and/or Insurance Premium quoted or the terms and conditions or require any assistance in securing renewal then please do not hesitate to contact us.

Please note this Inspection Contract and/or Insurance Policy will renew from 0:01 hours on the morning of the 1st June 2026 and will expire at midnight on the evening of 31st May 2027.

If you do not intend to renew, you are required to notify us on or before the renewal date otherwise you will be liable for payment for any inspections completed post renewal. This is detailed in your Inspection Contract under Condition 3.8.

We look forward to renewing with you.

Yours faithfully

Allianz Insurance plc

Renewal
VAT Invoice

The Insured: SPRINGFIELD PARISH COUNCIL

Client Number: C003562484

Your Regional Branch is:
ENGINEERING SOUTHERN
57 LADYMEAD
GUILDFORD
SURREY, GU1 1DB

Registered Address: SPRINGFIELD PARISH CENTRE
ST AUGUSTINES WAY
SPRINGFIELD
CHELMSFORD
CM1 6GX

Account Number: 75/16349

VAT Invoice

VAT Invoice Number: 27162755/29

Effective Date: 1/06/2026

Policy Number: NZ/27162755

Inspection Fee:	£	470.59
Value added tax @20.00%:	£	94.12
Insurance Premium:	£	97.95
Insurance Premium Tax @12.00%:	£	11.75
Total Renewal Premium:	£	674.41

VAT Registration number 384 4638 21 Tax point is the effective date

Date of Issue: 9th April 2026

Allianz

Machinery Options Policy
Renewal Schedule

Please note that the inspection Fee and/or insurance Premium and the terms and conditions of your Inspection Contract and/or Insurance Policy have been based on the details you have given us. If there have been any alterations to those details it is important that you tell us about them **as soon as possible**. It may affect your insurance cover and the amount payable in the event of a claim if you fail to do so. If you have any doubts about what you should tell us, please contact your broker or Allianz Engineering. Insurance is only provided for the plant disciplines which are listed in the Plant Schedule. Please ensure these cover your insurance requirements.

Policy Number:	75/NZ/27162755/6	**Client Number:**	C003562484
Account Number:	75/16349	**Agent:**	ARTHUR J. GALLAGHER INS BROKER

The Insured: SPRINGFIELD PARISH COUNCIL

Registered Address: SPRINGFIELD PARISH CENTRE
ST AUGUSTINES WAY
SPRINGFIELD
CHELMSFORD
CM1 6GX

Inspection Fee:	£	470.59	**Annual Premium:** (excluding tax)	£	568.54
Value Added Tax:	£	94.12			
Insurance Premium:	£	97.95			
IPT:	£	11.75			
Total Renewal Premium:	£	674.41			

Period of Cover
(Period of Cover is the Contract Period of Inspection Service or Period of Insurance or both)
Effective Date: 1/06/2026 **Expiry Date:** 31/05/2027
(both dates inclusive)

Business Description: PARISH COUNCIL (LOCAL GOVERNMENT)

Clauses

COVER

	Cover Option	Limit of Liability	Applies to inspected plant listed below:
1	SUDDEN AND UNFORESEEN DAMAGE	£500,000	Electrical plant Pressure/Mechanical Plant
2	BREAKDOWN / EXPLOSION	Not Covered	

3	ACCIDENTAL DAMAGE	Not Covered	
4	OWN SURROUNDING PROPERTY	£2,000,000	Pressure/Mechanical Plant
5	OWN SURROUNDING PROPERTY	Not Covered	

EXCLUSIONS

This policy does not cover

EXCESS

the first £250
(Memorandum : E /1000/02)

CONTAGIOUS AND INFECTIOUS DISEASE

The following General Exclusion is added to the Policy

7 Contagious and Infectious Disease

Loss, damage, destruction, cost, expense, or any consequential loss, directly or indirectly caused by, arising out of, attributable to, or contributed to by:

A. a Contagious or Infectious Disease;
B. the fear or threat (whether actual or perceived) of a Contagious or Infectious Disease;
C. the presence or suspected presence of Pathogens at, in or on the premises or property of any person or entity; or
D. any action taken or advice given (whether or not by a competent authority) to prevent, reduce, control or mitigate the occurrence, outbreak, spread or effects of a Contagious or Infectious Disease or any Pathogens,

irrespective of any other cause, occurrence or event operating concurrently, independently or in any sequence to cause the loss.

But this exclusion will not apply to Physical Damage to Insured Property insured under the Policy directly resulting from such Physical Damage.

For the purposes of this exclusion:

Loss includes, but is not limited to financial and business interruption loss, loss of value, marketability or use of property, fines and penalties. Cost or expense includes, but is not limited to any cost to:

1. clean-up, detoxify, decontaminate, or remove Pathogens from any property where the property is or is feared to have been affected by Pathogens or a Contagious or Infectious Disease;
2. monitor or test for Pathogens or a Contagious or Infectious Disease; or
3. provide medical treatment for persons affected by a Contagious or Infectious Disease

Physical Damage means physical loss, physical damage or physical destruction. For the avoidance of any doubt, the presence of a Pathogen on property or contamination of property by a Pathogen does not constitute Physical Damage; Physical Damage does not include any damage, accidental or otherwise, that is not physical, to tangible Insured Property or include any legal liability, compensation or claimants costs for any loss, damage or injury

Malicious persons do not include persons who maliciously, deliberately or recklessly:

1. cause Pathogens to come into contact with the premises or property of any person or entity; or
2. cause or attempt to cause another person or persons to contract a Contagious or Infectious Disease and, in or by so doing, cause Pathogens to come into contact with the premises or property of any person or entity.

Contagious or Infectious Disease means

Any disease, illness or condition affecting humans or animals which is caused by or can be transmitted by means of any Pathogen, where the method of transmission, whether direct or indirect, includes but is not limited to, airborne transmission, bodily fluid transmission, transmission from or to any surface or object, solid, liquid or gas or between organisms (including from one human to another, one animal to another, from an animal to a human or vice versa, or through contaminated water, faeces or food)

Pathogen means

Any pathogen, including but not limited to a virus, bacterium, parasite, fungus, other organism, micro-organism, any variation or mutation thereof, whether deemed living or not, or any other substance or agent capable of causing a Contagious or Infectious Disease
(Memorandum : E /1112/01)

Important updates to your inspection contract and insurance policy

Notification of changes to your Machinery Options Inspection Contract and/or Insurance policy

At Allianz Insurance plc, we constantly review our products to ensure we remain at the forefront of the market. Following our latest review, we are delighted to tell you that with effect from the renewal date of your inspection contract and/or insurance policy you will now be provided with our most up-to-date wording.

The guidance provided below does not represent the complete terms and conditions of the inspection contract and/or insurance policy.

Please read this guidance in conjunction with your inspection contract and/or insurance policy wording and schedule. If you have any questions about the inspection contract and/or insurance policy, please refer these to your insurance adviser.

Insurers
Chartered

A summary of key changes is shown below

Please see your inspection contract and/or insurance policy wording for full details, terms and conditions, however the key changes provided by the refreshed product are listed below:

Machinery Options Inspection Contract

The following changes are only applicable if you have purchased the Inspection Contract as shown on your schedule.

Inspection Service Conditions

Fees

The following wording has been removed from Condition 4 Fees as this is now covered under Condition 5 Termination of Contract.

4.12 should any undisputed invoice remain unpaid for a further twenty-one (21) calendar days following receipt by the Client of a notice from the Inspection Company that payment has become overdue, the Inspection Company will be entitled to suspend all Inspections until such time as the invoice is settled in full, with the Inspection Company providing no guarantee that Plant will be able to be inspected following resumption of Inspections in time for it to not become overdue. It is the Client's responsibility to rearrange Inspection of such Plant or take it out of service and the Inspection Company will have no liability to the Client in such circumstances should the Plant become overdue for Inspection.

Termination of Contract

To clarify the notification period required for termination under Condition 5.3 the following change has been made:

> 5.3 Either the Client or the Inspection Company may terminate the Contract by giving written notice to the other if the other:
>
> To be replaced with;
>
> 5.3 Either the Client or the Inspection Company may terminate the Contract with immediate effect by giving written notice to the other if the other:

We have added the following clauses to clarify the actions that can be taken in the event of a disputed or unpaid fee on behalf of the service provider.

5.7 The Inspection Company may suspend the Contract without notice, if all, or part of the Fee is not paid in accordance with Inspection Service Condition 4.1, either until payment is made, or the Contract is terminated in accordance with its terms. It is the Client's responsibility to arrange Inspection(s) of Plant, or take the Plant out of service, and the Inspection Company will have no liability to the Client should the Plant become overdue for Inspection.

And;

5.8 The Inspection Company may terminate the Contract on fourteen (14) calendar days' notice, if all, or part of the Fee is not paid in accordance with Inspection Service Condition 4.1. Any refund will be adjusted in accordance with any Fees already paid and/or any Inspections already completed. It is the Client's responsibility to arrange Inspection(s) of Plant, or take the Plant out of service, and the Inspection Company will have no liability to the Client should the Plant become overdue for Inspection.

Economic Sanctions

Condition 11 Economic Sanctions was previously applied by endorsement but has now been added to the Inspection Contract. It clarifies that no service, cover or benefits are provided if provision of such service, cover or benefit would expose the inspection company to any sanction, prohibition or restriction.

Correspondence and Complaints Team addresses

We have changed our addresses as follows:

If you have general correspondence, you can write to us at:

Allianz Insurance plc
PO Box 5291
Worthing
BN11 9TD

If you have a complaint, please contact your Engineer Surveyor or our Complaints Team at:

Allianz Complaints Team
Allianz Insurance plc
PO Box 5291
Worthing
BN11 9TD

Our complaints telephone number, fax number and email address remain the same.

Machinery Options Insurance Policy

The following changes are only applicable if you have purchased the Insurance Policy as shown on your schedule.

Insurance Definitions

The following policy definitions have been added to your policy wording and were previously applied to your policy by endorsements:

- Computer System
- Cyber Act
- Cyber Incident
- Cyber Loss
- Data
- Data Loss
- Data Processing Media
- Non-Cyber Cause
- Physical Damage to Tangible Property
- Premises
- Third Party

Insurance Cover General Exclusions

War and Kindred Risks

Exclusion 1 War and Kindred Risks has been replaced by Exclusion 1 War which clarifies there is no cover for any claims made as a result of munitions of war.

E Risk and Cyber Event Endorsement

Exclusion 4 E Risks and the Cyber Event endorsement which you were previously advised about have both been replaced by a new Exclusion 4 Cyber and Data Events which clarifies the cover provided following the occurrence of a Cyber and Data Event.

Contagious and Infectious Disease

Exclusion 7 Contagious and Infectious Disease was previously applied by endorsement but has now been added to the Insurance policy wording. It clarifies we do not intend to provide cover for losses arising from any form of Contagious and Infectious Diseases.

Economic Sanctions

Exclusion 8 Economic Sanctions was previously applied by endorsement but has now been added to the Insurance policy wording. It clarifies that no cover or benefits are provided if provision of such cover or benefit would expose the insurer to any sanction, prohibition, or restriction.

Insurance Cover General Conditions

Cancellation

Condition 6 Cancellation has been updated, this is to clarify the insurers right to cancel. We have reduced the amount of days we have to give notice of cancellation from 30 days to 14 days to provide the insured with greater clarity regarding their obligations and rights for termination of the contract.

The updated Cancellation Condition is as follows:

In addition to the Insurers' rights set out elsewhere in the Policy, including but not limited to Insurance Cover General Condition 3 (Fair Presentation of the Risk) and Insurance Cover Claims Condition 3 (Fraud), where there is a valid reason for doing so the Insurer may cancel this Policy at any time by giving the Insured at least 14 days' notice in writing sent to the Insured's last known address.

The notice will set out the reason for cancellation. Valid reasons for cancellation may include, but are not limited to, the following:

a non-payment of premium (including if the premium for this Policy is paid by instalments where the Insured fails to pay one or more instalments, whether in full or in part);

b Continued failure by the Insured to comply with the terms and conditions of this Policy;

c Failure by the Insured to allow the Insurer to complete a survey (where the Policy has been issued or renewed subject to a survey);

d Failure by the Insured to adhere to, or implement, any risk improvement requirements or conditions required by the Insurer, including, but not limited to, any changes required by any survey or claims adjusters report, within a reasonable period of time as advised by the Insurer;

e Material change in the risk or the sums insured;

f Failure by the Insured to co-operate with the Insurer or provide the Insurer with information or documentation reasonably required by the Insurer and where the lack of co-operation by the Insured affects the Insurers ability to process a claim, or defend the Insurers interests, or make risk based underwriting decisions. In the event that the Insured does not provide the information, or documentation reasonably required within 14 days of the date of the letter, the Insurer will be entitled to give notice of cancellation of this Policy; or

g The Insureds use of threatening, abusive or intimidating behaviour or inappropriate language or bullying of the Insurers staff or suppliers.

If the Insurer cancels this Policy, provided no claim has been made, and/or no incident has arisen which is likely to give rise to a claim during the Period of Insurance, the Insured may be entitled to a proportionate refund of the premium, the refund will be reduced by any unpaid premium.

Correspondence, Claims and Complaints Team addresses

We have changed our addresses as follows:

If you have general correspondence, you can write to us at:

Allianz Insurance plc
PO Box 5291
Worthing
BN11 9TD

If you need to notify us of a claim, you can write to us at:

Allianz Claims
Allianz Insurance plc
PO Box 5290
Worthing
BN11 9TB

Our claims telephone number and email address remain the same.

If you have a complaint, please contact our Complaints Team at:

Allianz Complaints Team
Allianz Insurance plc
PO Box 5291
Worthing
BN11 9TD

Our complaints telephone number, fax number and email address remain the same.

Removal of Reference to Online Dispute Resolution (ODR) from our Complaints Wording

The following wording has been removed:

The European Commission has an online dispute resolution service for consumers who have a complaint about a product or service bought online. If you choose to submit your complaint this way it will be forwarded to the Financial Ombudsman Service.

Visit https://ec.europa.eu/odr to access the Online Dispute Resolution Service. Please quote our email address: customer.satisfaction@allianz.co.uk.

Alternatively, you can contact the Financial Ombudsman Service directly.

Fair Processing Notice replaced with Privacy Notice

The Fair Processing Notice has been replaced with our updated Privacy Notice. The updated Privacy Notice is available on allianz.co.uk/privacy-notice.html.