

**Subject:** FW: Renewal Reminder (due 1st June 2025) LCO02541 Broxted

**From:** Clear Councils Enquiries <councils@thecleargroup.com>

**Date:** 06/06/2025, 15:55

**To:** "clerk@broxted-pc.gov.uk" <clerk@broxted-pc.gov.uk>

Good afternoon, Kate

Further to our recent telephone conversation earlier today, we will get back to you with regards to moving the renewal date, after checking this with the Insurers. We have also discount the Insurance renewal, now that you have agreed to enter a 3 year deal until 2028. The new premium is **£1269.75** Including Insurance Premium Tax & Broker Fee at £50.00.

Thank you for confirming cover for the Local Council Insurance policy with Clear Insurance. Cover has been arranged in accordance with your instructions, for a period of 12 months, with effect from **1<sup>st</sup> June 2025.**

We herewith attach your Renewal Acceptance Documentation, if you require any alteration to the cover provided during the year, please contact the Affinities Insurance team here at Clear, by phone or email using the details shown below.

The Invoices is attached for payment of **£1269.75** Including Insurance Premium Tax & Broker Fee at £50.00

If you have any further queries, please don't hesitate to contact us.

Kind Regards

Harminster

### Clear Councils Enquiries

📞 **Web** clearcouncils.co.uk 📞 **Direct** 0330 013 0036

📍 **Address** Clear Councils, AGM House, 3 Barton Close, Leicester, LE19 1SJ



Broker at **LLOYD'S**



**From:** Kate Rixson - Clerk to Broxted Parish Council <[clerk@broxted-pc.gov.uk](mailto:clerk@broxted-pc.gov.uk)>

**Sent:** 29 May 2025 15:02

**To:** Clear Councils Enquiries <[councils@thecleargroup.com](mailto:councils@thecleargroup.com)>

**Subject:** Re: Renewal Reminder (due 1st June 2025) LCO02541 Broxted

Good afternoon

The council would like to renew the policy under a long-term agreement please. I look forward to receiving the invoice and documents.

With apologies for leaving it so close to the renewal date. Is it possible to change the renewal date e.g. to February, March, September, Oct or November? I appreciate this would entail a change to the premium or paying two premiums within 12 months.

Many thanks

Kate Rixson

Clerk to Broxted Parish Council

01371 870711

On 26/05/2025 07:54, Clear Councils Enquiries wrote:

Good morning,

Customer Name: Broxted Parish Council and Village Hall Charity

Policy Number: LCO02541

We are writing to you with regards to your Local Councils Insurance Policy which is due for renewal as of 1<sup>st</sup> June 2025.

**At the time of writing, we do not yet appear to have received renewal instructions from you and therefore your policy will not be renewed should we not hear from you by 1<sup>st</sup> June 2025.**

If you are currently in dialogue with us on a renewal matter, have recently issued payment to us or instructed us to renew, please ignore this email.

To ensure your policy is renewed and continuous cover is in place, please let us know as soon as you can that you wish to renew your policy. This can be done via email at [councils@thecleargroup.com](mailto:councils@thecleargroup.com) or by calling us on **0330 013 0036**.

If you have any queries, then please contact us.

Kind Regards,

**Clear Councils Enquiries**

 [Web clearcouncils.co.uk](http://clearcouncils.co.uk)  [Direct 0330 013 0036](tel:03300130036)

 **Address** Clear Councils, AGM House, 3 Barton Close, Leicester, LE19 1SJ



Broker at

LLOYD'S



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**Attachments:**

renewal_confirmation_letter.pdf	191 kB
risk_details.pdf	54.6 kB
statement_of_fact.pdf	63.2 kB
policy_schedule.pdf	74.5 kB
public_liability_certificate.pdf	33.5 kB
employers_liability_certificate.pdf	81.8 kB
invoice.pdf	834 kB
invoice.pdf	834 kB