



Draft AGREEMENT

LISKEARD TOWN COUNCIL and Mr Terry Whitty

Periodic Loan of the Silver Spice Shaker – “Muffineer”

Date – 20th June 2017

Proposal – That Liskeard Town Council loan to Mr Terry Whitty the Silver Spice Shaker “Muffineer” on 8 – 10 occasions per annum. This loan is to assist Mr Terry Whitty in his role as an instructor in the training of Naval Cadets at HMS Raleigh. The Town Council will be supporting its promotional and goodwill role on behalf of Liskeard to the wider community.

Liskeard Town Council –

- will make the Muffineer available to Mr Terry Whitty on 8 – 10 occasions per year, as per the attached schedule to be reviewed on an annual basis.
- will ensure the correct insurance is in place to make the periodic loan.
- will store the Muffineer when not been being loaned or used by the Council itself.
- will check the condition of the Silver Spice Shaker.

Mr Terry Whitty -

- will collect the Muffineer from the Town Council offices on the day that is required at HMS Raleigh.
- will sign for the receipt of the Muffineer.
- will ensure that the Muffineer remains in his possession at all times. The item is not to left unattended or in the custody of other individuals particularly whilst at HMS Raleigh.
- will take all care when handling the Muffineer not to damage the item.
- will ensure that the Muffineer is not left in open view in unattended vehicles.

- will return the Muffineer to the Town Council offices the day after an event (on Saturdays and Sundays will check with the Facilities Manager Tony Misson to check entry to the building and one of the Council's safes.)

Signed

Stephen Vinson
Town Clerk
Liskeard Town Council
Date

Terry Whitty
Instructor
Date