

# Lyonshall Parish Council

## Volunteer policy

This policy sets out the broad principles for voluntary involvement in activities overseen by Lyonshall Parish Council. It is of relevance to all within the organisation, including volunteers, staff, members, and those elected or appointed to positions of responsibility.

Lyonshall Parish Council acknowledges that volunteers contribute in many ways, that their contribution is unique and that volunteering can be of benefit communities and the volunteers themselves. Lyonshall Parish Council values the contribution made by volunteers and is committed to involving volunteers in appropriate positions and in ways which are encouraging, supportive and which develop volunteering.

- Volunteers are people who, unpaid and of their own free will, contribute their time, energy and skills to benefit the community.
- No enforceable obligation, contractual or otherwise, can be imposed on volunteers to attend, give or be set a minimum amount of time to carry out the tasks involved in their voluntary activity.
- Lyonshall Parish Council cannot be compelled to provide either regular work or payment or other benefit for any activity undertaken by the volunteer.
- A Risk Assessment must be undertaken in order to identify risks that might be faced and how they will be managed.
- Given the sporadic nature of any volunteering activity, Lyonshall Parish Council will not normally pay for the servicing and/or repair of volunteer's equipment.
- Volunteers must be adequately trained to be able to carry out the role. The exact nature of the training will depend on the role.
- Volunteers must carry out only less hazardous work involving, for example, playground works, path maintenance and grass cutting with the use of non-powered tools only, other than lawnmowers/grass cutting equipment and strimmers, when stout footwear must be worn and safety goggles in the case of strimmers. High visibility vests or other appropriate clothing must be worn where appropriate.
- Volunteers expect to be treated equally, regardless of their gender, race, age, faith/religion, disability or sexual orientation.
- On condition that volunteers are working at the sole request of and under the sole control of the Parish Council then they will be insured under the Parish Council's Public Liability and Employers Liability cover.
- All work undertaken by volunteers shall have regard to the Health & Safety at Work etc. Act 1974 and all other Health & Safety legislation
- Volunteers must inform the Parish Council of the work they intend to undertake before commencing such work, and complete the relevant paperwork
- The organisation does not insure the volunteer's personal possessions against loss or damage.

*Lyonshall Parish Council* expects volunteers to:

1. be reliable
2. be honest
3. carry out tasks in a way that reflects the aims and values of the organisation
4. work within agreed guidelines
5. respect the Parish council and not bring it into disrepute

Signed Chairman.....Date Approved.....

Minute reference.....