



Budleigh Salterton Town Council

Personal Equipment Charging Policy

Date of Adoption: 23 February 2026

Review Date: 30 May 2027

1. Purpose of the Policy

This policy sets out the rules and conditions under which users and visitors of the Town Council Public Hall may charge personal electronic equipment on the premises.

The purpose of this policy is to:

- Ensure public safety
- Protect council property
- Manage electricity usage responsibly
- Clarify liability and acceptable use

2. Scope

This policy applies to **all hall users, hirers, staff, volunteers, contractors, and visitors** while on the premises.

3. Definition of Personal Equipment

Personal equipment includes, but is not limited to:

- Mobile phones
- Laptops, tablets, and e-readers
- Cameras and audio devices
- Mobility aids (e.g., powered wheelchairs, scooters)
- Any other privately owned electrical or battery-powered devices

4. General Conditions of Use

1. Permission

Charging of personal equipment is permitted only at designated power outlets within the hall.

2. Safe Equipment Only

All equipment and charging cables must be:

- In good working condition
- Free from visible damage
- Compliant with relevant safety standards

3. **Supervision**

Personal equipment must **not** be left unattended while charging.

4. **No Extension Overload**

Users must not overload power sockets or use unauthorised extension leads or multi-plugs.

5. **Right to Refuse**

The Town Council reserves the right to refuse charging of any equipment that is considered unsafe or inappropriate.

5. **Liability**

The Town Council accepts **no responsibility** for:

- Loss or damage to personal equipment
- Injury or damage caused by personal equipment or its charging
- Data loss or equipment malfunction

Users charge equipment **entirely at their own risk**.

6. **Special Provision for Mobility Aids**

Charging of medically necessary or mobility-related equipment will be given priority and accommodated wherever reasonably possible, subject to safety requirements.

7. **Electricity Usage and Fees**

The Council may, at its discretion, introduce reasonable fees or conditions for prolonged or high-consumption charging, particularly for events or commercial hires.

8. **Compliance and Enforcement**

Failure to comply with this policy may result in:

- Disconnection of equipment
- Removal from the premises
- Suspension or termination of hall hire privileges

9. **Review of Policy**

This policy will be reviewed every [e.g., 3 years] or sooner if required by legislation or operational needs.

Signed: _____

Position: _____

On behalf of: [Town Council Name]