

Kent Countryside Management Partnerships

‘Engaging people and communities to manage, enhance, explore and be inspired by their natural environment’.

CMP community tool kit - booking form, terms and conditions

Name of group:

Name of group leader:

Contact details: *Address:*

Tel:

E-mail

Date loan starts:

Date loan finishes:

CMP contact: *Name:*

Tel:

(Tick)

I confirm that the group has its own public liability insurance (copy provided)

I understand that non return of tools will be charged

I have completed a risk assessment for the task

Please visit www.kentcountryside.org.uk for contact details of your local CMP

Kent High Weald Countryside Partnership

Kentish Stour Countryside Partnership

Medway Swale Estuary Partnership

Medway Valley Countryside Partnership

Mid Kent Downs Countryside Partnership

North West Kent Countryside Partnership

Romney Marsh Countryside Partnership

Thanet Coast Project

White Cliffs Countryside Partnership



CMP community tool kit – disclaimer and terms and conditions

The countryside management partnership (CMP) has the right to cancel the loan agreement if it can be shown that the community tool kit is not being used appropriately.

The community tool kit will be transported in the borrower's own transport at the borrower's risk.

The community tool kit will be returned in normal working hours, by arrangement, and must be signed and checked by a member of CMP staff.

Risk in the community tool kit passes immediately to the borrower when the kit leaves the physical possession or control of the CMP.

Risk in the community tool kit will not pass back to the CMP from the borrower until the community tool kit is back in the physical possession of the CMP, and all related paperwork has been signed off.

The borrower must not deal with the ownership or any interest in the community tool kit goods. This includes but is not limited to selling, assigning, mortgaging, pledging, charging, securing, hiring, withholding, exerting any right to withhold, disposing of and/or lending. However, the borrower may pass the community tool kit to a third party with the prior written consent of the CMP.

The borrower shall:-

- not remove any labels from and/or interfere with the community tool kit, its working mechanisms or any other part of it and shall take reasonable care of the community tool kit and only use the tools within, for their proper purpose, in a safe and correct manner in accordance with any operating and/ or safety instructions provided or supplied to the borrower;
- notify the CMP immediately after any loss and/or damage to the community tool kit;
- take adequate and proper measures to protect the community tool kit from theft, damage and/or other risk, and keep the community tool kit at all times in their possession and control;
- be responsible for all expenses, loss and/or damage suffered by the community tool kit arising from any damage of the hire goods due to the borrowers negligence, misdirection and/or misuse of the community tool kit;
- not repair or attempt to repair the community tool kit unless authorised to do so in writing by the CMP;
- pay the CMP the replacement cost of any part of the community tool kit that is lost or stolen when under the care of the borrower for the full duration of the loan period.

If the community tool kit is returned in a damaged, and/or defective state except where due to fair wear and tear and/or inherent fault, the borrower shall be liable to pay the CMP for the cost of any repair or replacement of the community tool kit to a condition fit for safe future use.

The CMP will not be liable for any direct or indirect loss, damage or injury arising from or in connection with the use of the community tool kit.

I acknowledge and confirm that I have read and understood the disclaimer and I accept the terms and conditions.

Signature:.....

Print:

Date:

CMP community tool kit – availability and check out form

Name of tool (number available)	Value (£)	Quantity	Name of Tool (number available)	Value (£)	Quantity
At work sign (2)	20.00		Mattocks (2)	18.00	
Bill hooks (6)	30.00		Mell (1)	25.00	
Bottle tamp (1)	30.00		Panel saws (3)	15.00	
Bow saws (15)	10.00		Pruning saws (6)	20.00	
Buckets (2)	5.00		Rabbit spade (1)	35.00	
Club hammers (2)	11.00		Rake (3)	26.00	
Drill bit set (1)	50.00		Safety goggles (10)	2.00	
Drivall (1)	50.00		Safety helmet (5)	4.00	
Fencing pliers (3)	27.00		Secateurs (5)	8.00	
Fire fork (2)	25.00		Sharpening stone (1)	10.00	
First aid kit (1)	12.00		Shovel (2)	26.00	
Flexi-tub (2)	7.00		Shuvholers (2)	35.00	
Fork (6)	23.00		Slashers (3)	47.00	
Gloves (50)	1.00		Socket set (1)	45.00	
Hack saws (1)	15.00		Spade (8)	22.00	
Hammers (3)	9.00		Spirit level (1)	16.00	
Hand brace (1)	15.00		Tape measure (3)	8.00	
Hand fork (6)	6.00		Tarpaulin (1)	6.00	
Hazard tape (2)	N/A		Trowels (6)	6.00	
Hi-visibility waistcoat (10)	2.00		Wheelbarrow (1)	27.00	
String (1)	N/A		Wire cutters (1)	27.00	
Litter pickers (5)	10.00		Wrecking bar (1)	9.00	
Loppers (10)	25.00				

Health and safety papers and DVD:

Please tick to confirm that they have been provided prior to loan

I agree that the tools have been received in good working order

I have read the health and safety guidance and seen the DVD provided

Tool list confirmed by the leader of the group borrowing the community tool kit:

Print:

Sign:

.....

Tool list confirmed by CMP staff:

Print:

Sign:

.....

Date:

CMP community tool kit - check in form

Group returning tools:

Date returned:

Details of any damaged and non-returned tools:

Value of tools charged: £

Details of tools in need of maintenance:

Details of any first aid supplies used:

Tool list confirmed by group leader:

Sign:

Print:

Tool list confirmed by CMP staff:

Sign:

Print:

Date:

CMP community tool kit – feedback form (optional)

We would like to know that we are getting this right, and want to make sure that the Countryside Partnerships are meeting the needs of local community groups with this kit. We would be grateful if you could answer the statements below as truthfully as possible so that we can assess if we need to make any improvements: We value your feedback.

About our staff

Strongly agree **Agree** **Neither agree or disagree** **Disagree** **Strongly disagree**

The CMP was easy to find and make contact with.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My initial enquiry with the CMP was dealt with in a prompt, polite and courteous manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The booking process was clear and straight forward.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

About the community tool kit

The safety guidance was easy to understand and follow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The community tool kit was easy to borrow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The community tool kit is a worthwhile, valuable community resource.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The tools were in a good working order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am likely to use the community tool kit again.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am likely to recommend the community tool kit to others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Your overall impression

Taking into account all aspects of the community tool kit, I would rate it as:	Excellent <input type="checkbox"/>	Very good <input type="checkbox"/>	Good <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Poor <input type="checkbox"/>
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Where did you hear about the community tool kit?	
What task did you carry out?	
How many people took part?	
Please provide details of any press coverage of your event	

Tick here if you would like to be placed on the CMP mailing list and receive our newsletter?