



Gnosall Parish Council

(including the wards of Moreton & Knightley).

Minutes of the meeting of the Health & Safety Committee

held at 19:30 hours on Tuesday 18th April 2023 in the Parish Office.

Present.

Councillor Mills (Chair); Councillor Gregory; & Councillor Payne, together with the Council Support Officer (CSO), Stu Ridgewell.

Public Open Forum.

No members of the public were present.

1. To Receive Apologies and Record Absences.

Apologies were received and accepted from Councillor Alker & Councillor Powell. Councillor Greatrex was absent.

2. To Record Any Declarations of Interest.

There were no declarations made.

3. To Receive and Confirm the Minutes of the Meeting Held on Tuesday 17th February 2023.

The minutes were approved as a true and accurate record.

4. To Receive a Report on Fire Alarm Checks.

Councillor Gregory reported that weekly checks continued to be conducted, together with the CSO and Nursery staff.

5. To Consider Risk Assessments Recently Completed for:

- The Parish Office,
- The Grosvenor Centre (Fire and General),
- The Container,
- The Cellar, and
- The Handyman Store.

The recent inspections were received. The frequency with which the inspections were to be conducted were then considered.

Resolution: It was unanimously agreed to conduct inspections of the Parish Office, Container and Cellar, every six months. It was also unanimously agreed to conduct inspections of the Grosvenor Centre (Fire and General) and the Handyman Store every quarter.

6. To Agree Dates for the Next Round of HSE Inspections.

It was agreed to conduct the next round of inspections during the week commencing 5th June 2023 for the Grosvenor Centre (Fire and General) and the Handyman Store, with those for the Parish Office, Container and Cellar to be conducted during the week commencing 18th September 2023.

7. To Receive an Update on Committee HSE Action Plans from the CSO.

The CSO provided an update on the allocation and monitoring of progress for maintenance tasks.

It was noted by the by the committee that a recent playpark inspection report had not been received.

Action: Councillor Mills agreed to contact Councillor Greatrex regarding the playpark inspection.

8. To Discuss the HSE implications on the Management of the Parish Trees.

The CSO highlighted that BKV were planting more trees being dedicated to as memorials.

Action: The CSO agreed to make contact with Dave Clarke (BKV) to ascertain where these trees were being planted.

***Update:** BKV are planting trees alongside the canal towpath and will be Gnosall Towpath Restorations initial responsibility and owned by the Canal & Rivers Trust, as they retain ownership of the land.

It was highlighted that the tree tagging of GPC trees had not been completed and that the location of the tags to complete the work was currently unknown.

Action: The CSO agreed to liaise with the Clerk over the possibility of paying a contractor to do the necessary work.

9. To Agree the Date and Time of the Next Meeting.

The next meeting was agreed as being at 19:30 hours on Tuesday 18th July 2023, in the parish office.

The meeting was closed by the Chair at 20:09 hours.