



Gnosall Parish Council

(including the wards of Moreton & Knightley).

Minutes of the meeting of the Health & Safety Committee

held on Tuesday 27th September 2022 at 20:00 hours in the Parish Office.

Present.

Councillor Gregory; Councillor Alker & Councillor Payne, together with the Council Support Officer, 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 Greatrex, Councillor Mills & Councillor Powell.

2. To Record Any Declarations of Interest.

No interests were declared.

3. To Receive and Confirm the Minutes of the Meeting Held on Tuesday 25th August 2022.

The minutes were approved as a true and accurate record.

4. To Consider any Matters Arising Not Elsewhere on the Agenda.

There were no matters arising.

5. To Consider the Play Park Risk Assessments.

It was understood that Councillor Greatrex had conducted a recent risk assessment of the Play Park and that nothing serious had been revealed. As Councillor Greatrex was not present, though, this was yet to be confirmed.

6. To Receive a Report on Fire Alarm Checks.

The CSO provided an update on weekly fire alarm checks.

7. To Receive Committee Action Plans.

This item was deferred until Councillor Mills was able to provide the Action Plans.

8. To Consider the Risk Assessment and Health & Safety Policies.

Risk Assessment Policy.

The new policy was outlined by Councillor Gregory, who stated she intended to seek clarity regarding the Risk Register and Risk Files from Councillor Mills, upon his return.

Resolution: It was unanimously agreed that the policy be adopted and would be shown to the Procedures Review Committee, for their information and to Full Council for approval and formal adoption.

Health & Safety Policy.

The current policy was outlined by Councillor Gregory, who recommend revision. It was agreed that Councillor Gregory present a revised draft for consideration at the next meeting.

9. To Consider Contractors Information and Hot Work Permits.

The need for a Hot Work Permit System was outlined by Councillor Gregory. It was agreed that Councillor Gregory present a revised draft for consideration at the next meeting.

10. To Agree Wording of Health & Safety Statement to be Added to All Agenda.

It was agreed that a passage appear at the bottom of all future Agenda, containing the phrase 'Health & Safety is EVERYONE's responsibility.'

Action: The CSO was asked to include a Health & Safety Statement on all future Agenda.

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

The next meeting was agreed as being at 19:30 hours on Tuesday 1st November 2022, in the parish office.

The meeting was closed by the Chair at 20:56 hours.