

STOKESLEY TOWN COUNCIL
HEALTH AND SAFETY COMMITTEE

A Meeting of the Health and Safety Committee was held in the Town Hall,
Stokesley
on Monday 19 August 2019

Health and Safety Committee Membership

Cllr Mike Canavan, Cllr Chris Johnson, Cllr David Oxley, Cllr Graham Sowerby and Cllr Andy Wake.

Present: Cllrs Mike Canavan, David Oxley and Andy Wake.
Clerk –Mrs Julie McLuckie.

1/19/08/19 NOTICE OF MEETING

The notice convening the meeting was taken as read.

2/19/08/19 MEMBERS OF THE PUBLIC

None present.

3/19/08/19 APOLOGIES FOR ABSENCE

RESOLVED to receive and accept the apologies for absence from Cllr Graham Sowerby.

4/19/08/19 ELECTION OF CHAIRMAN

RESOLVED to appoint Cllr David Oxley as Chairman.

5/19/08/19 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA

None declared.

6/1908/19 TERMS OF REFERENCE

RESOLVED that the Terms of Reference were reviewed and agreed.

7/19/08/19 RISK ASSESSMENTS

- a. The current Risk Assessments were reviewed. **RESOLVED** that the recent risk identified in the Play Parks regarding the bins be recorded and that the bins were to be replaced and secured in a more robust way. The Clerk would liaise with our Contractor to fit a secure ring for our Caretaker to tie a rope to when entering the bowl. A robust rope would also be purchased.
- b. **RESOLVED** that the following risk assessments identified for completion at the last meeting were now complete:
 - i. Lone Working;

- ii. Cleaning;
- iii. Hazardous Substances

Work Equipment and Working at Heights **RESOLVED** that Cllr Oxley would complete this review.

General Events would be completed by the contractor organising the event.

Cobbles **RESOLVED** that Cllr Canavan would complete this review.

Office Activities **RESOLVED** that the Clerk would complete this review.

Fire **RESOLVED** that Cllr Wake would complete this review.

- c. **RESOLVED** that following completion of the above, work would commence on the following risk assessments – Use of Volunteers, Grounds Maintenance, Noise and Vibration, and Stress.

RESOLVED that the Clerk would draft a document for the installation of the Christmas Tree which identifies that correct working procedures must be adhered to.

The Clerk raised the question regarding water safety checking in the Town Hall. **RESOLVED** to identify and inspect the water tanks and secure advice regarding any requirements to carry out water testing.

The meeting closed at 7.45 pm.

Signed

Date