

**STOKESLEY TOWN COUNCIL**  
**HEALTH AND SAFETY COMMITTEE**

A Meeting of the Health and Safety Committee was held in the Town Hall, Stokesley on  
Tuesday 27 February 2024

**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, Chris Johnson, David Oxley and Graham Sowerby.  
Clerk –Mrs Julie McLuckie.

**1/27/02/24 NOTICE OF MEETING**

**RESOLVED** that the public notice of the meeting had been provided in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.

**2/27/02/24 MEMBERS OF THE PUBLIC**

None present.

**3/27/02/24 APOLOGIES FOR ABSENCE**

**RESOLVED** that the apologies from Wake be received.

**4/27/02/24 ELECTION OF CHAIRMAN**

**RESOLVED** that Cllr David Oxley be appointed Chairman.

**5/27/02/24 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

None declared.

**6/27/02/24 TERMS OF REFERENCE**

**RESOLVED** that the Terms of Reference be approved subject to one additional responsibility – ‘Review of any recorded incidents, including any near misses’.

**7/27/02/24 MINUTES FROM THE MEETING HELD ON 28 JANUARY 2023**

**RESOLVED** that the minutes from the meeting held on 28 January 2023 were agreed.

**8/27/02/24 RISK ASSESSMENTS**

- a. The current Risk Assessments were reviewed. **RESOLVED** to approve the following Risk Assessments:

Age of Workers  
Allotments  
Car Parks  
Cleaning  
Cobbles  
Display Equipment  
Electricity  
Events  
Fire  
First Aid  
Gas Safety

Hazardous Substances  
Hiring of Town Hall Facilities  
Lone Working (External)  
Lone Working (Town Hall)  
Manual Handling  
Noise and Vibration  
Office Activities  
Play Areas  
Public Conveniences  
Stress at Work  
Use of Volunteers  
Working at Heights

**RESOLVED** that the Clerk was asked to check if there is any new guidance regarding Fire Safety checks with YLCA and implement as appropriate.

The meeting closed at 7.15 pm.

Signed .....

Date .....