

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

A Meeting of the Health and Safety Committee was held in the Town Hall,  
Stokesley  
on Tuesday 29 January 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, Chris Johnson, David Oxley and Andy Wake.  
Clerk –Mrs Julie McLuckie.

**1/29/01/19 NOTICE OF MEETING**

The notice convening the meeting was taken as read.

**2/29/01/19 MEMBERS OF THE PUBLIC**

None present.

**3/29/01/19 APOLOGIES FOR ABSENCE**

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

**4/29/01/19 ELECTION OF CHAIRMAN**

**RESOLVED** to appoint Cllr David Oxley as Chairman.

**5/29/01/19 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

None declared.

**6/29/01/19 RISK ASSESSMENTS**

- a. Cllr Canavan had provided an updated list on the status of all the Risk Assessments recommended to be considered by LCAS. **RESOLVED** that Cllr Oxley would carry out a review of all the completed Risk Assessments with a view to identifying any outstanding actions. The Clerk was asked to obtain advice from our Insurance Company regarding continued Play Park insurance following a recent article where they had suggested that they may not cover all play areas. In addition, the Clerk would also clarify with our insurance company if we require an assessment for the Christmas Tree.

**RESOLVED** to develop the following pending Risk Assessments before the next scheduled meeting – Cleaning, General Event, Hazardous

Substances, Work Equipment and Working at Heights (which should also include safe working practices when repairing the Town Hall clock).

**RESOLVED** that Cllr Canavan would investigate if the Skateboard and Bowl facilities are included in the Play Areas Assessment and if we need to consider areas of Open Space such as the West Green and other areas of Manorial Land.

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

The Clerk confirmed that the new Town Hall Steward would receive training in Fire Safety and Evacuation, First Aid, Working at Heights and Manual Handling, Lift Safety, COSHH. **RESOLVED** that all the Town Hall Stewards, Clerks and where appropriate our staff at the Globe would be offered refresher training in all elements (apart from Fire Training as they had all renewed their certificates last January).

The meeting closed at 7.40 pm.

Signed .....

Date .....