

Wingerworth Parish Council

Health & Safety Committee

Minutes of the meeting of Tuesday 27 June at 7pm Parish Hall

Present: Cllrs Kevin Broughton, Geoff Ruff, Margaret Millar with the Clerk

1. Apologies for absence were received from Cllr Anne Knyhynckj

2. General discussion on H&S

Health & Safety inspection last carried out in 2015

3. Production of a draft H&S policy

Amendments made to the Health & Policy Statement, it was agreed to review DALC Health & Safety Policy (to include DALC reference, Wingerworth version and adoption date and a note that the policy will be reviewed annually or in line with changes in H&S legislation as notified by DALC) and draft a Health & Safety Committee Terms of Reference (see DALC for draft) stating the aims of the committee:

- Ensure that an audit is carried out regularly
- Complete annual review of policy
- Meet regularly
- H&S guidance is adhered to – staff and councillors to sign annually, with the Chair signing the official copy to be displayed in hall and on website

Respond to any issues raised in regard to H&S

4. Proposals for commissioning a report

It was proposed that an independent audit of the previous H&S inspection is completed to assess any actions still to achieve.

As highlighted in Health & Safety inspection carried out in 2015, the Council should complete a review of external areas; bowls club, pavilion, allotments.

5. Any other business

It was confirmed that play equipment checks are carried out weekly and annual independent audits – and that these should come to the H&S Committee.

It was requested that other committees report back to H&S on any issues

6. Date of next meeting

TBC

The meeting was closed at 8:10pm

Charlotte Taylor
Clerk