

SHERE PARISH COUNCIL

MINUTES OF THE HEALTH AND SAFETY COMMITTEE MEETING

**held on 9th February 2012 in Tanyard Hall, 30 Station Road, Gomshall
at approximately 9.15 p.m.**

Present: Mr. R. Newman (Chairman), Dr. C. Brooke, Mr. R. Smith, Mrs M. Taylor Cotter, Mr. M. Urban, the Clerk Mrs L. Childs and Councillor B. Cohen as a member of the public.

Election of Chairman: Mr Newman was unanimously **ELECTED** Chairman.

Apologies for absence – none.

Declarations of Interest from Councillors on any of the items on the agenda – none received.

The Minutes of the Committee meeting held on 18th February 2011 were **APPROVED AND SIGNED** as a correct record.

Adjournment for the Public to address the Council – no matters were raised.

Annual Inspections

The Committee **VERIFIED** that annual inspections for 2011/12 had been carried out and that no major problems had been highlighted.

Risk

The Committee **AGREED** to confirm to the Council that they are satisfied that the Council has carried out assessments of the risks facing the Council and taken appropriate steps to manage these risks:

Reviewed and agreed by Parish Maintenance Committee 27.10.2011

Outside workers
Generic
Public Conveniences
Peaslake Field
Felday Chapel
Public Conveniences

Reviewed and agreed by Tanyard Hall Committee 8.9.2011.

Tanyard Hall - general
Fire – Tanyard Hall

Reviewed and agreed by Finance Committee 10.11.2011, accepted by the full Council 25.11.2011.

Finance

Governance and Management – it was noted that this document will be considered by the full Council on 24th February 2012.

The Health and Safety Committee reviewed the following risk assessments:

Accidents and First Aid – accepted with no changes.

Clerk working from Tanyard Hall – accepted once the paragraph relating to employment issues has been deleted.

The Chairman signed the risk assessments.

Clerk's Report - none.

Councillors' Business – none.

Date of next meeting: to be arranged