



STOKE CLIMSLAND PARISH COUNCIL

HEALTH AND SAFETY POLICY

Adopted at the meeting of 21st November 2022

Minute refers 111/23

Due for review May 2024

This is the Health and Safety policy statement of Stoke Climsland Parish Council.

Our Health and Safety Policy is to:-

- manage health and safety risks relating to any of the Council's activities
- maintain safe and healthy working conditions
- provide personal protective equipment as appropriate
- ensure employees have the correct equipment to enable them to carry out tasks safely
- consult with employees on matters affecting their health and safety
- review and revise this policy regularly

The Parish Clerk as the Proper Officer of the Council is responsible for health and safety and the implementation of this policy.

Employees

The clerk is the only employee of the council and should take any concerns and mitigation measures for their own health and safety at work to the HR committee.

The Clerk as a lone worker should always have access to a mobile phone.

During Council surgeries or at other times of engagement with the public there should be a parish councillor present in support.

Parish Council Assets

Play Areas- These are inspected annually by RoSPA and any maintenance or remediation issues should be addressed promptly.

Maintenance of PC Assets- All work of maintenance, replacement or repair to be carried out by properly qualified contractors with appropriate level of insurance cover. The Clerk to check certificates are held.

Use by other organisations- Where other organisations request permission to hold events on Parish Council property, they will be asked to supply a risk assessment for all planned activities with risk mitigation measures and evidence of insurance cover to the Clerk before permission is granted.

Parish Council Events

Where the Parish Council is the promoter of any events a full risk assessment of planned activities and mitigation measures must be undertaken and the Councils insurance checked to ensure that these activities are covered.