

**Meeting of the Health and Safety Committee of Tibshelf Parish Council held on Tuesday 16 August  
2022 at 6pm in the Village Hall**

**MINUTES**

**Present:** Cllr A Beckett  
Cllr R Heffer  
Cllr M Coupe  
Cllr S Wood

**In attendance:** R Tattershaw – Parish Clerk  
1 member of the public.

**HS001 To elect a Chair for the forthcoming year.**

Cllr Beckett asked for nominations for the position.

Cllr Heffer nominated Cllr Coupe as Chairman, seconded by Cllr Coupe

Cllr Beckett nominated Cllr Wood as Chairman, seconded by Cllr Wood.

A vote was taken: Cllr Wood 2 votes, Cllr Coupe 2 votes. A casting vote was made in favor of Cllr Wood by Cllr Beckett as chair.

**HS002 To elect a Vice Chair for the forthcoming year.**

Cllr Wood asked for nominations for the position.

Cllr Wood nominated Cllr Beckett as Vice Chair, seconded by Cllr Beckett.

Cllr Heffer nominated Cllr Coupe as Vice Chair, seconded by Cllr Coupe.

A vote was taken: Cllr Beckett 0 votes, Cllr Coupe 4 votes.

**HS003 To receive apologies for absence**

Apologies for absence were received from Cllr Whitehead.

**HS004 Declarations of Members' interests**

None

**HS005 Requests for dispensations**

None

**HS006 Public speaking**

None

**HS007 Confidential items**

It was unanimously resolved that no agenda items were confidential.

**HS008 Chair's announcements**

None

**HS009 ROSPA Playground Inspection report**

It was noted that the Sunnybank Play Area inspection report was completed on the 11 May 2022 and the clerk has also met with Paul Jessop from Bolsover DC. No high-risk repairs have been identified in the report and the Rangers have completed some of the smaller repairs, but there are areas of concern raised by Paul around the cantilever swing requiring chain and bearing works, all rope equipment is very worn and wires can become exposed, and the climbing wall has a cracked corner where it is bolted to the frame. One of the swing cradles has also been removed by the clerk as it posed a health and safety risk due to a sharp metal edge having become exposed. A quote for the cantilever swing repairs was circulated with costs of £663.60 for the chains and basket shackle replacements, and £630.00 for the head to be replaced if the bearings have failed. The clerk confirmed that the Rangers have tested the cantilever swing and assessed it as safe to be used whilst awaiting the repairs.

It was unanimously resolved that the clerk would continue to seek best value quotes and proceed with the above works as soon as possible to ensure the playground remains safe.

It was unanimously resolved to review the Health and Safety Committee Terms of Reference at the Full Council meeting on the 20 Sept 2022 to incorporate authority to spend up to £5,000 per item when required.

### **HS010 2021 Ellis Whittam Health and Safety Risk Assessment update**

The high-risk outstanding items report from August 2021 was noted and the following actions were resolved:

- The clerk to draft a Bullying and Harassment policy for the next Full Council meeting.
- The clerk to compile a list of equipment the Rangers use at work that they bring from home and discuss this further with Ellis and Whittam in September.
- The clerk is completing risk assessments for council activities but would benefit from completing health and safety IOSH training. It was agreed the clerk would bring training course costs to the next meeting.

### **HS011 Legionella Risk Assessment Monitoring**

It was moved by Cllr Beckett, seconded by Cllr Heffer and unanimously agreed to accept the quote for £300.00 from The Testing Lab to undertake Legionella Risk Assessments of the Village Hall and Pavilion.

The clerk was asked to ensure the quote met all areas of best value.

### **HS012 Asbestos Management Survey**

It was moved by Cllr Beckett, seconded by Cllr Heffer and unanimously agreed to accept the quote for £300.00 from The Testing Lab to undertake Asbestos Management Surveys of the Village Hall and Pavilion.

The clerk was asked to ensure the quote met all areas of best value.

### **HS013 Ellis Whittam Annual Risk Assessment Visit 2022**

It was noted that Ellis and Whittam will be visiting in early September to carry out there 2<sup>nd</sup> year audit. Cllr Beckett, Cllr Heffer and Cllr Coupe expressed an interest to be present for the audit. The clerk to email details of the date and times.

### **HS014 To confirm date and time of next**

11<sup>th</sup> October 2022, 7p.m. in The Village Hall.

The meeting closed at 6.50pm.