

Date: 15<sup>th</sup> November 2023

To: Cllr Beckett, Cllr Gilbody, Cllr Jones, Cllr Kingscott, Cllr Varney, Cllr Ward, Cllr Watkinson and Cllr Wood.

You are summoned to attend an **Extra Ordinary Meeting of Tibshelf Parish Council Resources, Finance, and Health and Safety Committee** to be held at **6.30pm on Tuesday 21 November 2023** at the Village Hall.

*Rachel Tattershaw*

Locum Clerk to the Council ([theclerk@tibshelfparishcouncil.gov.uk](mailto:theclerk@tibshelfparishcouncil.gov.uk))

## **AGENDA (MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND)**

- 1. To receive apologies for absence**
- 2. Declaration of Members' Interests**
- 3. Requests for Dispensations**  
To receive and, if appropriate, approve.
- 4. Public Speaking**  
A period of **not more than fifteen minutes** will be made available for members of the public and Members of the Council to comment on any matter.
- 5. Confidential items**  
The Council are recommended to resolve members of the press and public are excluded from the meeting during consideration of the following agenda items by reason of the confidential nature of the items of business to be transacted in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.
- 6. To approve the draft minutes of the meeting of the Parish Council Resources, Finance, Health and Safety Committee held 12<sup>th</sup> September 2023.**
- 7. Correspondence received:**
  - a) To consider a request to plant a memorial tree at Tibshelf Parish cemetery.
- 8. To note the vandalism of the recently replaced outdoor gym signage and consider replacing at a cost of £84.00.**
- 9. To consider the frequency of staff undertaking health and safety training.**
- 10. To consider giving notice to the current Health and Safety package provider Worknest to end the contract at the end of May 2024.**
- 11. To consider contracting with health and safety consultancy Watson and Watson Services with the following costs** (document attached):
  - a) The External Competent Health & Safety Adviser at a yearly cost of £325.
  - b) If required a H&S Audit & Inspection will be charged at a day rate of £795 per day - two days required.
  - c) If required 1 day onsite training to provide 3 short courses at a cost of £375.
- 12. Exclusion of public and press**  
To exclude the public & press, in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business.
- 13. To consider and agree actions and cost implications for Village Hall cleaning requirements, current contracts of employment, and to consider the appointment of a temporary cleaner.**
- 14. To confirm date and time of next meeting.**