

Extra Ordinary Meeting of the Resources, Finance, Health and Safety Committee of Tibshelf Parish Council held on Tuesday 21st November 2023 at 7pm in Tibshelf Village Hall.

MINUTES

Present: Cllr L Kingscott (Chair), Cllr A Beckett, Cllr S Wood, Cllr J Gilbody, Cllr H Varney, and Cllr M Ward.

In attendance: R Tattershaw – Parish Clerk.

RFHS057 1 To receive apologies for absence
Apologies received from Cllr M Watkinson and Cllr B Jones.

RFHS058 2 Declaration of Members' Interests
None declared.

RFHS059 3 Requests for Dispensations
To receive and, if appropriate, approve.
None received.

RFHS060 4 Public Speaking
No public present.

RFHS061 5 Confidential items
It was agreed that in view of the confidential nature of the business in item 12 - To consider the appointment of a Temporary Cleaner (part-time) to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1 and under the General Data Protection Regulation and Data Protection Act 2018.

RFHS062 6 To approve the draft minutes of the meeting of the Parish Council Resources, Finance, Health and Safety Committee held 12th September 2023.
It was moved by Cllr Beckett, seconded by Cllr Wood and unanimously **resolved** to accept the minutes as an accurate record with an amendment to Cllr Varney's name.

RFHS063 7 Correspondence received:
a) To consider a request to plant a memorial tree at Tibshelf Parish cemetery.
It was moved by Cllr Beckett, seconded by Cllr Gilbody and unanimously **resolved** to approve the request to plant a memorial tree in the cemetery.

RFHS064 8 To note the vandalism of the recently replaced outdoor gym signage and consider replacing at a cost of £84.00.
It was moved by Cllr Gilbody, seconded by Cllr Wood and unanimously **resolved** not to replace the vandalised sign at the outdoor gym.

RFHS065 9 To consider the frequency of staff undertaking health and safety training.
It was moved by Cllr Beckett, seconded by Cllr Wood and unanimously **resolved** that staff retake health and training every 2 years.

RFHS066 10 To consider giving notice to the current health and safety package provider Worknest to end the contract at the end of May 2024, and to consider contracting with health and safety consultancy Watson and Watson Services with the following costs:
a) The External Competent Health & Safety Adviser at a yearly cost of £325.
b) Optional - H&S Audit & Inspection this will be charged at a day rate of £795 per day - two days required.
c) Optional - 1-day onsite training to provide 3 short courses at a cost of £375.

It was moved by Cllr Beckett, seconded by Gilbody and unanimously **resolved** to end the health and safety contract with Worknest at the end of May 2024.

It was moved by Cllr Beckett, seconded by Cllr Varney and unanimously **resolved** to contract with Watson and Watson Services at a cost of £325 per year and to review the requirement for a H & S Audit and Inspection and onsite training annually.

RFHS067 11 Exclusion of public and press 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.

RFHS068 12 To consider the appointment of a Temporary Cleaner (part-time).

It was proposed by Cllr Beckett, seconded by Cllr Gilbody and unanimously resolved to place recruitment on hold and review in Spring 2024.

RFHS069 13 To confirm date and time of next meeting.

28th November 2023 at 7pm.

The meeting closed at 6.50pm.