

Helsby Parish Council

Minutes of the Health & Safety Committee meeting held at 7pm on Monday, 16th Dec 2019 in the Upper Hall of Helsby Methodist Church

Present:

Cllr. Alan Gardner – Chairman Cllr. Chris Ellams – Vice chairman Cllr. Terry O’Neill
Cllr. Michelle Massey Cllr. Peter Duffy

In attendance:

Cllr. John Kimpton, Cllr. Polly Barry, Cllr. Patricia Holder, Cllr. Mags Porter, Cllr. Sarah Temple

- Public Air Time. Proposed by Cllr. Duffy, seconded by Cllr. O’Neill and **RESOLVED – that the meeting be suspended for public participation – HS12/19**. There being no matters brought to the committee’s attention it was proposed by Cllr. Duffy, seconded by Cllr. Ellams and **RESOLVED – that Public Air Time be closed and the meeting reconvened – HS13/19**.
- To receive apologies for absence – none.
- Declarations of interest – none reported.
- Minutes of the previous meeting. Proposed by Cllr. Duffy, seconded by Cllr. Ellams and **RESOLVED – that the minutes of the Health & Safety Committee meeting held on 27th August 2019 be accepted as accurate and duly signed by the Chairman – HS14/19**.
- Matters arising from the minutes of the previous meeting – CWaC had agreed to replace railing on the footway between Rake Lane and Vicarage Lane. The last report was that they were considering metal construction.
- Health & Safety Committee budget 2020/21. Proposed by Cllr. Gardner, seconded by Cllr. Ellams and **RESOLVED – that the Health & Safety Committee recommend the following budgets for 2020/21 totalling £980 for the inspection and approval of the Finance Committee – HS15/19**.

Budget Heading Code	Description	Budget 2019/20 £	2019/20 Spend to date £	Predicted To 31/03/20	Budget Recommended For 2020/21
264	Zurich Management	30	0	30	30
265	H & S, PPE	200	75	200	400 ^(a)
266	Equipment H & S, First Aid Trainin	100	0	100	550 ^(b)

(a) Budget doubled to provide PPE for any new staff

(b) The GAs First Aid training certification expires in February 2021 (approx. training costs £70). The GAs will require a Brushcutter 1-day training course (approx. training costs £450) in April 2020 when their existing certification expires. The committee discussed training any new staff should the existing GAs leave the employment of Helsby Parish Council.

- 7. Health & Safety expenditure – 5 Year Plan. Cllr. O’Neill had prepared the estimates for the committee’s approval which was discussed in Item 6.

- 8. Urgent matters requiring immediate attention.
 - 8.1 Cllr. O’Neill reported on CWaC Highways website the large puddle in pavement outside Thrifty’s – duly noted.
 - 8.2 Cllr. Gardner reported the large muddy puddle outside Helsby Health Centre – Clerk to report on CWaC Highways website.

- 9. Date of the next meeting – 24th February 2020.

The meeting closed at 7.14pm

Chairman's signature..... Dated.....

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