



Helsby Parish Council

Minutes of the Health and Safety Committee meeting held at 6.00pm in the Parish Office at Helsby Community Sports Club on Wednesday 14th December 2022

Present:

Cllr. Alan Gardner (Chairman)

Cllr. Chris Ellams

Cllr. Terry O'Neill

Also present:

Claire Jones Parish Clerk

1. Public Participation – No matters were brought to the Committee's attention.
2. Apologies were noted from Cllr. Branigan. Cllr. Duffy did not attend.
3. Declarations of Members' Interests. None were reported.
4. Confirmation of Previous Minutes. It was **RESOLVED that the minutes of the Health and Safety Committee meeting held on Monday 22nd August 2022 be accepted as accurate and duly signed by the Chairman – HS17/22.**
5. Matters Arising. The Clerk outlined that the updated health and safety policy had now been uploaded onto the parish website and the access control system had been installed in the parish office. It was also noted that health and safety inspections had been carried out at the cemetery and at both allotment sites. The Clerk stated that she was still sourcing appropriate conflict resolution and manual handling courses.
6. Health & Safety Committee budget 2023/24. It was **RESOLVED that the Health & Safety Committee recommend the following budget for 2023/24 totalling £500 for the inspection and approval of the Finance Committee – HS18/22.**

| Budget Heading Code | Description | Budget 2022/23 (£) | Budget Spend to Date (£) | Predicted to 31/03/23 (£) | Budget recommended 2023/24 (£) |
|---------------------|----------------------|--------------------|--------------------------|---------------------------|--------------------------------|
| 265 | H & S, PPE Equipment | 100 | 85 | 1,555 | 500 |

Footnotes:

- i) Code 265 Expenditure – £1,500 vired from Code 230 to fund the parish office door access system. Spend to date is £85 on high viz vests. £1,470 to be paid to CSS shortly for door access system. Monies allocated for 2023/24 to cover lone workers alarm and H&S training.

- 7. Urgent matters – Cllr. Gardner agreed to investigate the loose coping stones at the parish field and report back to the Clerk as a matter of urgency.
- 8. Date of next meeting – Monday 20th February 2023.

The meeting closed at 6.15pm

Chairman’s signature Dated.....

DRAFT