



**Minutes of a meeting of
Health & Safety Committee of Rainford Parish Council held on
05.08.2022 commencing at 11:45am**

Present: Councillors: Long, Newton & Reynolds (Chairman)

In Attendance: Victoria Swainbank (Event Co-ordinator)

1. Apologies for Absence:

Councillors: Bardsley (Engagement) Lee (Holiday)

2. Minutes if the meeting held on 06.06.21:

Minutes will be approved at the next meeting

3. Implementation of the Health & Safety Policy Documents and checklists

Councillor Reynolds requested that the Clerk's office ensure the checklists are kept up to date, He understands that daily and weekly tasks are implemented but a record must be kept.

4. Other Matters

- i. The damp in the Clerk's Office and Gents toilet ceiling have been looked at, this was noted that since David Rigby had cleared the gutters the damp had dried out.
The Committee would like the ceiling tiles in the gents and ladies replaced as soon as possible due to tiles no longer meeting safety standards.
Action: The Clerk's Office
- ii. Light unit in Tech Guys Office is hanging by the wire, this is an urgent matter and the Clerk's Office have permission to bring in an electrician to have this rectified immediately.
Action: The Clerk's Office
- iii. Edges of the steps outside need to be repainted white
Action: The Clerk's Office
- iv. Outside lights, when the electrician comes to see to light in Tech Guys Office, please have them look at the outside lights, why they aren't coming on and why are they tripping the electric in Tech Guys Office when they do.
Action: The Clerk's Office
- v. There will be a tradesman visiting to look at the insulation of the attic the sustainability of the Village Hall proposal, can we please request that they look at the roof internally at the same time.
Action: The Clerk's Office

There being no further business, the meeting closed at 12:30pm

Councillor Rob Reynolds
Chairman, Health & Safety 2022/23