

**EASINGTON PARISH COUNCIL
MINUTES TO HEALTH AND SAFETY COMMITTEE MEETING HELD
22 MARCH 2021 THIS MEETING WAS VIRTUAL USING THE ZOOM
PLATFORM**

Present: Chair - Cllr. Ian Smith IS
Cllr. Nick Jackson NJ
Cllr. David Tucker DT

Clerk: Kim Dalton KD

Minute	Discussion and Agreement	Action
001/21/HSC	To note apologies for absence and absentees	
	None	
002/21/HSC	Review of Existing Risk Assessments	
	<p>Chair, IS advised the Committee that together with the Clerk, Ian Smith has arranged for the Parish Council to have the following Risk Assessments in place:</p> <p><u>Litter Picking</u> It was noted that this Assessment has been communicated to both of the Employees (Litter Pickers) and signed as such, the review date for this is November 2021. Gloves/Hi Vis Vest and Litter Picks are provided, which they must wear, and this has been communicated to them.</p> <p><u>Clerk</u> DSE – An Assessment has been carried out on the format, which is Standard within the industry, review date is 23/02/2022.</p> <p><u>Covid – Meeting Risk Assessment</u> Currently meetings are conducted virtually. It may be that the PC will need to go back to physical or hybrid meetings in May/June. The Covid-19 Meeting Risk Assessment will be reviewed and updated before this takes place.</p>	
003/21/HSC	Additional Risk Assessments Required	
	<p>IS advised that as there are less than 5 employees the PC do not have to have a full written H&S Policy under the HSAW Act. The clerk queried what constitutes an employee? i.e., do Parish Councillors count toward the total to be included? The Clerk is to look into this aspect and report back.</p>	Clerk

004/21/HSC	Review of Easington Parish Council H&S Requirement in respect of Ground Maintenance Contract	
	<p>The Ground Maintenance Contract is out for Tender. As part of the Tender Document the PC has asked for Contractors to provide confirmation that the Contractor shall comply with all relevant statutory requirements (including Health and Safety at Work Legislation Act 1974), and that It is expected that the relevant Risk Assessments and Method Statement(s) will be undertaken by the Contractor prior to work commencing.</p> <p>It is thought that this may have put off Contractors from Tendering for the Contract.</p> <p>Discussion took place but it was agreed that under the Health and Safety at Work Act, Section 3, the Parish Council have a Duty to ensure that persons not in their employment who may be affected are not exposed to risks to their health or safety.</p> <p><i>'In such cases as may be prescribed, it shall be the duty of every employer and every self-employed person, in the prescribed circumstances and in the prescribed manner, to give to persons (not being his employees) who may be affected by the way in which he conducts his undertaking the prescribed information about such aspects of the way in which he conducts his undertaking as might affect their health or safety.'</i></p> <p>In addition the PC has a Duty of Care to Residents and Public in the Parish to ensure compliance to minimise any risk to them.</p> <p>Taking all of the above into account the Committee confirmed its agreement that this element of the Ground Maintenance Contract is to remain in place.</p>	
005/21/HSC	Items for the Next Agenda	
	None	
	<p>Date of Next Meeting: 26/04/2021</p> <p>Meeting Closed at 19:55</p>	