

# CALDICOT TOWN COUNCIL

## Minutes of Health & Safety Committee held at 1.00pm, Tuesday, 22<sup>nd</sup> March 2022 at Caldicot Town Council

**Present:** Cllrs: RJ Higginson (Chair)  
D Evans  
K Harris  
F Rowberry

[In attendance: S King, Clerk, B Hodges]

### **1 Apologies**

Apologies were received from Cllr M Mitchell.

### **2 Declarations of Interest**

No declarations of interest were made.

### **3 Health & Safety Inspection of Town Council Facilities**

#### **(i) Town Council Building**

It was noted that the Town Council Building Working Group had been set up.

#### **(ii) King George V Playing Fields – Bowls Club, Play Area, AFC, Compound**

##### **a) Allotment/Guide Hut Fence**

Quotation for Guide Hut/Allotment fence, expected for Town Council.

##### **b) Additional Play Area Gate**

Town Council had requested further information from Mon CC regarding DDA requirements for an additional gate. The contractor had confirmed that the gate would be DDA compliant (minimum width 1.2mtr and yellow or red for visibility).

No concerns had been raised regarding the location of the gate, although it was noted that it would have to open inwards to the park because of the footpath. A councillor expressed concern that the location of the gate could be a health and safety issue.

**Health and Safety Committee recommended proceeding with gate.**

#### **(iii) Cemetery**

##### **a) Extension**

The contractor was undertaking work at the cemetery, which included markings for new pathway. It was noted that limited space remained within the existing burial area and that the cemetery extension would be marked for spaces in the near future. Illustrations would be forwarded to Town Council office showing location of new pathways.

## **b) Alternative headstone/benches**

The Committee noted that requests had been received in relation to alternative headstones and benches, the requests were discussed with the contractor. Health and Safety concerns were raised due to: stability of ornamental pieces, quality/type of material (e.g pre-cast concrete would deteriorate), continuity of lawn cemetery rules, maintenance and longevity of alternative items.

**Health and Safety Committee recommended that, due to the nature of the cemetery alternative items/materials would not be permitted.**

### **(iv) Allotments**

The Clerk and Acting Deputy Clerk advised that they would undertake visits of each allotment sites to check plot conditions as rents are due on 1<sup>st</sup> April.

### **(v) Copse**

No matters were raised. It was suggested that a litter bin would be useful, located near the copse/Brookside development.

### **(vi) Jubilee Way Toilets**

There were no urgent matters raised regarding the toilets. Clarification would be requested from Mon CC regarding light switch on timers.

### **(vii) Crossway Nursery**

No matters raised.

## **4 Other – at Discretion of Chairperson**

No other items were put forward.

**The meeting ended at 1.55pm**