

Annual Health and Safety Review Assessment Report – October 2018

5.

Site	Date visited	RISK L/M/H	Action	Recommendations	Completed	Observations
Dewstow Cemetery	27.9.18	M	Inspection and assessment of cemetery extension works	<p>Ecologist, Health and Safety Officer, Contractor and committee assessed site for proposed extension works</p> <ul style="list-style-type: none"> Continued treatment of knotweed (MCC) Notices to be publicised regarding commencement of works Quote to be obtained for handrail at cemetery shelter. 	Site visit to be undertaken following removal of hedge (12.11.18)	Risks mitigated through HERAS safety fencing, signage and risk assessments completed by contractor
Allotments – <ul style="list-style-type: none"> Oakley Way Sandy Lane Rear Bowls Club 	27.9.18	M	Observations of sites	<p>Oakley Way – MHA to address overhanging of trees (from flats). Hole in hedge to be infilled.</p> <p>Sandy Lane – reminder to tenants that no glass permitted at allotment sites.</p>	MHA advised	Tenancy agreements signed by tenants specifying rules for allotments
Copse (top of Sandy Lane)	12.11.18	M	Area inspected by officer	Clarification to be sought regarding position, if site sold	12.11.18	Risks mitigated through ongoing tree inspections
King George V Playing Field – <ul style="list-style-type: none"> Bowls Club Play area AFC 	27.9.18	L	Inspection of area	<p>H&S officer inspected trees</p> <p>No significant issues noted.</p> <p>Bowls Club – shutting down for end of season works. PAT testing to be undertaken in conjunction with Town Council building appliance testing.</p> <p>Compound – Area to be cleared/tidied. Fence to be secured to</p>	<p>12.11.18</p> <p>Electrician advised – PAT to be undertaken</p> <p>MCC advised</p>	<p>Risks mitigated through specialist management of area</p> <p>Risks mitigated through appropriate inspections,</p>

				posts. Mon CC invited to attend site, due to security of stored equipment	27.9.18	testing
Jubilee Way Toilets	27.9.18	L	Inspection of facilities	No smoking signs to be clearly displayed. Mon CC operations to be contacted, to address area cleaning of area under access ramp outside toilets.	MCC advised 27.9.18	Mon CC reminded of requirements in managing facilities
Crossways Nursery	12.11.18					
Town Council Building	27.9.18	M	Observations regarding building and use	Defibrillators and fire extinguishers to be tested.	Security company and CARIAD (defib charity) to undertake	Health and Safety policy to be followed accordingly. Due to high level of public use within Town Council building