

Minutes of Health and Safety Committee Caldicot Town Council held at 9.30am on Tuesday 30th July 2019 at Caldicot Town Council

Present: Cllrs D Evans, Chair; O Edwards; RJ Higginson; F Rowberry

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

1. Apologies

Apologies were received from Cllr M Mitchell.

2. Declarations of Interest

There were no declarations of interest.

3. To Consider ROSPA Reports King George V Playing Fields [Circ]

The committee considered the recommendations of ROSPA Annual Safety Inspection Reports - King George V Play Area and Fitness Equipment.

A quote had been approved by Town Council, following the 2018 annual inspection, the contractor had been pursued and work had still not been undertaken. Committee suggested that the order was cancelled and quotes sought from other companies.

Health and Safety Committee recommended:

- **To accept recommendations of ROSPA Annual Safety Inspection Reports - King George V Play Area and Fitness Equipment.**
- **Cancel order with HAGS and seek quotes from other companies**

4. To Consider Trident Water Reports [Regular inspections undertaken]

The Committee noted that regular inspections had been undertaken by Trident water and no major concerns had been identified, however, Trident had referred to the hot water temperature in the toilets. A quote had been approved by Town Council to fit water heaters in the toilets. It was suggested that the contractor was pursued to undertake the work asap.

Committee members referred to an issue raised at the previous meeting, regarding attention required to external Town Council building. It was noted that contractors had been approached to provide quotations, these had not been received. It was suggested that quotations were obtained.

Health and Safety Committee recommended:

- **To accept recommendations of Trident inspection reports**
- **To pursue contractor to fit water heaters in toilets**
- **To pursue quotes for external front elevation of Town Council building.**

5. To inspect frontage of grassed area Town Council building

Committee inspected the grassed area just inside the main entrance to the Town Council site. Two holes were identified, one contained the remains of a post. It was suggested that quotes were obtained to clear the uneven ground and fill the holes.

Health and Safety Committee recommended:

- **To obtain quotes to remove any debris and fill holes**

6. Other – at Discretion of Chairperson

There were no other matters discussed.

The meeting ended at 9.45am