

CALDICOT TOWN COUNCIL
Minutes of Health & Safety Committee held at 10:00am,
Wednesday, 5th February 2020 at Caldicot Town Council

Present: Cllrs: D Evans(Chair)
M Mitchell
F Rowberry

[In attendance: S King, Deputy Clerk]

1 Apologies

Apologies received from Cllrs R Higginson, O Edwards.

2 Declarations of Interest

There were no declarations of interest.

3 Town Council Building

The Health and Safety Committee considered a number of matters within the Town Council building and grounds, as follows:

a) Shed location Chepstow & Caldicot Lions [b/f FTC 29.1.2020]

The Health and Safety Committee welcomed representatives from Chepstow and Caldicot Lions Club.

Following a request to Caldicot Town Council, it had been agreed that a shed could be located within the Town Council grounds. The shed would be used as storage for Chepstow and Caldicot Lions.

The Health and Safety Committee advised representatives of Chepstow and Caldicot Lions:

- 10x8 (ft) shed (height - 6ft 7inch)
- Located at far end of Town Council grounds
- Chepstow and Caldicot Lions Club would be fully responsible for the shed.

b) Gents Toilets (internal wall)

The Committee studied the internal wall of the disabled gents toilets. It was noted that a problem had reoccurred on a number of occasions (causing damage to paint). The internal and external wall had been treated by contractors, this had not alleviated the issue.

Health and Safety Committee highlighted that further assessment was required, with the possibility of looking at the cavity wall.

Health and Safety Committee recommended that Mon CC fully re-inspect the wall to consider way forward.

During the meeting, the Health and Safety Committee noted the general condition of the toilet floors and suggested that they required attention. **The Committee recommended that quotations were obtained for industrial cleaning of toilet floors.**

4 King George V Playing Fields

a) Update bollard installation

The Health and Safety Committee received an update regarding the installation of replacement bollards around the field at King George V Playing Fields. Monmouthshire Housing Association had advised that bollards would be installed w/c 3rd February 2020.

5 Other - at Discretion of Chairperson

a) Dewstow Cemetery

At a previous Health and Safety Committee meeting, it had been noted that there was a gap in the hedge (near cemetery shelter and junior area), the wire fence was exposed.

The Committee recommended that quotations were obtained for repair/replacement.

b) Town Council building kitchen and store room

The Chair advised that the Town Council building was frequently being used by a number of community groups.

The Health and Safety Committee considered the condition of facilities available in the kitchen area and checked the store room.

On inspecting the store room, the committee advised that all walk ways must remain clear. It was noted that Caldicot Foodbank had used the Town Council building for additional storage, whilst moving into the new depot.

It was suggested that, due to frequent use, the kitchen area should be upgraded. Areas for improvement were discussed e.g. heating, electrical sockets and condition of units.

The Committee recommended that the kitchen was inspected, with a view to obtain quotations to undertake improvements.

The meeting ended at 10.40am.