

KILMERSDON HEALTH AND SAFETY POLICY

Kilmersdon Parish Council has obligations under the **Health and Safety Regulations** currently in force to identify and take action to minimise risks.

Although it is the legal responsibility of the Council to ensure safe practice, individuals have a responsibility to follow safe working practices. Where individuals work alone, they do need to remain alert to their own safety and should:

- Ensure they do not take unnecessary risks;
- Make the Parish Clerk aware of any medical conditions that might have developed;
- Seek and follow advice from the Parish Clerk;
- Follow all health and safety procedures;
- Comply with requests for information on their activity from the Parish Clerk or any Councillor;
- Report any incidents and potentially dangerous situations to the Parish Clerk.

Kilmersdon PC has no staff to carry out regular maintenance for physical assets, but in respect of the recreation field and play equipment it arranges independent safety checks to be carried out by Somerset Playing Field Association, annually.

Additionally, the playground equipment is checked frequently by Councillors.

All problems with the equipment are reported to the Clerk and any dangerous items found are reported to the Clerk for immediate safety action (sharp items in particular).

Where repair or maintenance of amenities or equipment becomes necessary, the Council employs qualified contractors, with quotations obtained in advance of all works.

In using professional services and contractors, the Council ensures that wherever possible it selects from providers who are well established and have been previously selected on recommendation, including Mendip District Council's list of approved contractors.

On completion the Council carries out checks on performance and calls for remedial action if the original work is unsatisfactory.

Review History	
Reviewed by the Parish Council, no changes	21/5/18
Reviewed by the Parish Council, no changes	20/5/19

Date of next review	May 2020