

## **CHESELBOURNE PARISH COUNCIL**

### **HEALTH AND SAFETY POLICY**

This policy sets out the general principles and approach that Cheselbourne Parish Council will follow in respect of health and safety responsibilities for which the Parish Council is responsible.

#### **General Statement**

The Parish Council recognises that as a public body, it has a responsibility to provide a safe and healthy environment for its members, staff, contractors, volunteers, visitors and anyone affected by its activities. The Parish Council maintains this policy for the management of health and safety and will do all that is reasonably practicable to ensure that it meets its responsibilities under the Health and Safety at Work Act 1974, any relevant regulations, approved codes of practice and guidance. The Parish Council will seek, as and when it deems it to be appropriate, any expert technical advice on health and safety to assist the Parish Clerk in fulfilling the Parish Council's responsibilities to ensure a safe environment and facilities.

#### **Aims of the Health and Safety Policy**

To provide as reasonably practicable:

- A safe working environment.
- Safe facilities for residents of Cheselbourne and the wider public.
- Arrangements for considering, reporting and reviewing matters of health and safety and regular risk assessments.
- Specialist technical advice and assistance on matters of health and safety where necessary.
- Care and attention to the health, safety and welfare of members, staff, contractors, volunteers, visitors and anyone affected by the Parish Council's activities.

#### **Implementation**

The Parish Council will take all reasonable steps to ensure that:

- Information, instruction, training, supervision, equipment and facilities necessary to achieve a safe working environment for members, staff, contractors, volunteers, visitors and anyone affected by the Parish Council's activities are provided.
- Work in all its forms, is done in ways so that residents of Cheselbourne and the wider public are not put at risk.
- Arrangements are in place for the safe use, storage and disposal of all substances, waste and equipment which may affect health or welfare.

- This policy is brought to the attention of members, staff, contractors, volunteers, visitors and anyone affected by the Parish Council's activities are provided.

All members, staff, contractors and volunteers have a duty to take reasonable care for their own health and safety and that of any persons who may be affected by their acts or omissions. The Parish Council is responsible for managing health and safety, based on the Parish Council's health and safety policy.

All day to day matters of health and safety are dealt with by the Parish Clerk acting on behalf of the Parish Council.

The Parish Clerk, on behalf of the Parish Council, will keep all copies of risk assessments and health and safety documents.

All incidents of any breach of this health and safety policy will be reported to the Parish Clerk as soon as possible after the incident has occurred.

This policy is reviewed annually and revised as necessary to reflect changes to activities and legislation. Any changes to the Policy will be brought to the attention of all employees and members.

Adopted by Cheselbourne Parish Council on: 2<sup>nd</sup> September 2024 and will be reviewed annually in May each year.