

# MEETING REPORT

**Meeting:** Policy & Resources Committee, 8<sup>th</sup> January 2024  
**Agenda item:** PR23-046  
**Report subject:** Health & Safety Report  
**Report author:** Julie Gilbert, Assistant Clerk

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## Accidents and Near Misses

On Friday 13 October 2023 a member of Watermark staff put their hand into a washing up bowl of water. A cup handle had broken off and they cut the tip of their finger on the sharp fractured edge. First aid was applied but no sickness absence was required as a result.

*The likely cause of the sharp fractured edge was the cup failing in the water due to a flaw in the porcelain, wear and tear or being knocked against other crockery.*

### Action

Caution to be used when dipping hands into a bowl of water and if unsure to wear gloves which are provided. The Risk Assessment for Catering has been amended accordingly.

## Visits and Inspections

Council truck MOT and service

Watermark fire evacuation

Watermark and Town Hall gas servicing and inspection (HVAC, Fryer, Remeha boiler and Worcester boiler)

Town Hall lift service

## Parks

Over a weekend in late October two trees fell in Longtimber Woods. One was over the path and removed by the tree surgeon. The other was lying across the river, however it was not blocking it and therefore not dealt with at the time due to the wet weather and high water levels making conditions unsafe for using a chainsaw. The tree surgeon will return to remove the tree once weather conditions improve.

In early November a large branch from an oak tree in the Park Street allotments failed and fell onto a shed roof of a property in Bowdens Park. The tree surgeon attended and removed the remaining lateral limb over the garden, and another one in line with the fence that was showing signs of stress.

Repairs to a culvert that runs under Ugborough Bridleway No 6 near Wadland Lodge has now been carried out.

## MEETING REPORT

There is an ongoing issue with the surface of a section of Ugborough Bridleway No 6 in Filham Park on the diversion section to the north east of the fishing lake. With the extremely wet weather gravel is washing down and forming a trip hazard on the adjoining footpath around the lake. The parks team are monitoring this and relocating the gravel back into place each time it is washed down. The Public Rights of Way Officer has been contacted and will visit in the New Year to consider alternative surfaces suitable for a bridleway

A section of the stone wall in Victoria Park is scheduled to be repaired in the New Year by Devon Rural Skills Trust.

Julie Gilbert  
Assistant Town Clerk

Kate Elliott-Turner  
Town Clerk