

MEETING REPORT

Meeting: Policy & Resources Committee, 7 May 2024
Agenda item: PR23-086
Report subject: Health & Safety Report
Report author: Julie Gilbert, Assistant Town Clerk

Accidents and Near Misses

For the period since 19 February there been 4 accidents

The Watermark - staff – 3 burns
The Watermark – public – 1 mechanical fall

Visits and Inspections

Automatic doors – Town Hall and Watermark
Gas servicing and inspection – Town Hall and Watermark
LOLER lift inspection - Town Hall and Watermark
PAT testing – Town Hall and Watermark
Acoustic wall – Watermark
Asbestos inspection – Butterpark

General

Health and Safety Policy

The Health and Safety policy has been revised to reflect the change of Town Clerk in the health and safety organisational chart.

Parks

Longtimber Wood BBQ

It was recommended at the Parks Committee meeting on 29 January 2024 to relocate the BBQ from the old swimming pool to the picnic area in Longtimber Wood. The parks officers proceeded to carry out this task, however the BBQ had badly rusted and disintegrated upon being moved. It was identified as a hazard and therefore disposed of.

Butterpark

The steel shuttering for Butterpark, approved at Full Council on 4 March 2024, has been successfully installed. There has since been evidence of activity on the site, including graffiti and human fouling and the contractor has returned to seal a further window that had become apparent as being accessible.

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Intruders have also tried to access via the roof ridge tiles at the rear of the ground storey building by using an external air conditioning unit as a stepping tool. Action is being taken to remove the unit, but first this requires the gas to be removed and electric isolated, and the Council's air conditioning contractors have been invited to quote to decommission and remove this.

Filham Park Fishing Lake

A meeting took place with the Fishing Club in April. It was observed that one life buoy was missing its rope, and it was requested for this to be replaced. The club are awaiting a working party to remove the piles of wood with nails protruding that have been piled up since they replaced the swims.

Public Rights of Way

Works to FP6 following the landslide have been undertaken. This included clearance of the leat and installation of a handrail. The footpath was re-opened following a temporary closure.

A meeting has taken place with the PROW officer to identify locations for additional Waymarker signs on the bridleway in Filham Park and a price for the posts is to be obtained. This follows a complaint regarding horse riders abusing the park and galloping off the official route in the parkland.

Christmas Lighting / Bunting

An exercise will take place to locate and contact the building owners in Fore Street of all properties where anchor points are used to suspend the Christmas lighting and bunting. Permissions have not been obtained in recent times, therefore it is prudent to obtain these in order to comply with insurance. Pull testing of the anchor points is scheduled for May when the bunting is installed. The bespoke Christmas motif owned by the Town Council may need plates with additional fixings and permission will also be sought for this.

It will be a difficult task to determine ownership due to the complexities of most buildings being leasehold, but help in trying to identify ownership is being aided by a local business owner and this is greatly appreciated.