

# Utterby Parish Council Health and Safety Policy

**Reviewed and approved at the Parish Council meeting 6<sup>th</sup> March 2024**

Our statement of general policy is:

- to provide adequate control of the health and safety risks arising out of our work activities
- to consult with our employees on matters affecting his/her health and safety
- to provide and maintain equipment so as to minimise the risk of accident or injury
- to endeavour to prevent accidents and cases of work-related ill health
- to ensure our employees are competent to do their tasks and give adequate training if required
- to maintain safe and healthy working conditions
- to ensure that all Councillors and the Parish Clerk know where the first aid box and accident book is located in the Village Hall at meetings.
- to implement emergency procedures – evacuation in case of fire or other significant incident when meeting in the Village Hall.

This policy is supported by all Parish Council Members and staff. All new Members of the Parish Council and staff will be made aware of its existence and reminded they must conform with it at all times.

The person delegated to be responsible for the implementation of this policy is the Parish Clerk.

This policy will be reviewed and amended as required by the Parish Council on an annual basis.