

**MINUTES of GREAT BUDWORTH PARISH COUNCIL RISK ASSESSMENT
COMMITTEE MEETING
held at the PARISH HALL at 6.30 PM on MONDAY 2ND November 2015**

Part 1

Opened at 6.30pm.

1 Welcome and record attendance

Present:

Councillors: Cllr Collier, Cllr McAndrew, Cllr Hopkinson, Cllr Brudenall, Cllr Kershaw, Cllr Torrance, Cllr Forwood.

Members of the Public: 0

Clerk: Caroline Marshall

2 To accept apologies for absence

Cllr Lee

3 Declarations of Interest

None

4 To hear representations from the public

None present.

5. Risk Assessment Committee Terms of Reference

The proposed Terms of Reference was agreed and accepted by all (Appendices 1)

6. Risk assessment within the village

Cllr Collier to create risk assessment document based on current document and to include snow and gritting assessment.

Clerk to ensure that trees are maintained as per recommendations in recent tree survey.

Cllr Collier to review risk management document.

7. Health and Safety concerns of the Parish Council

Clerk to contact CWAC Highways to request leaf clearance in the village and to request additional lighting on Westage Lane and School Lane.

8. Christmas lights risk assessment

Cllr Hopkinson reported on her meeting with Barlows and CWAC who have advised on the Christmas lighting options for the village and how they could be powered.

It was suggested that the 3 trees on School Lane (owned by the Church so permission would need to be sought) could be a potential location using electricity from the nearby lamppost.

Additionally the Home Oak by the Top Pumphouse was also suggested but this would involve a line for the electricity supply being connected to the George and Dragon Pub. It was decided not to pursue this option at the present time.

Cost of lighting is £100/20 metre length of lights.

Cllr Hopkinson offered the use of the cherry picker that will be installing her personal Christmas lights at no additional cost to the Parish Council to install the village lights.

Estimated cost of powering the lights on the trees by the Church for 4 weeks over the festive period would be approximately £15 (Barry Hardan from CWAC to provide the Scottish power unlimited supply number for the lamppost it is proposed be used).

It was agreed that specifications from a qualified electrician would need to be provided and a risk assessment be carried out.

Councillor Hopkinson to collate further costing information before a decision is reached.

It was further agreed that the lights on the Christmas tree by the stocks will need to be risk assessed as it is the responsibility of the Parish Council.

9. Flood Risk Correspondence

It was agreed by all that there is not a major flood risk within the village but that it will be included in the updated risk assessment document.

10. Date of next meeting

14th December 2015

Part 2

Items of a “confidential or other special nature” during which it is likely that the meeting will not be open to the public and press as there would be a disclosure of exempt information as defined in Section 1001 of the Local Government Act 1972.

None

Closed at: 7:10 pm

Signed as a true record

Cllr Collier
Chairman of Risk Assessment Committee
14th December 2015

Caroline Marshall
Clerk and RFO to Great Budworth Parish Council
6 Massey Avenue, Hartford, Northwich, Cheshire, CW8 1RF