

CIRENCESTER TOWN COUNCIL

MINUTES of a Meeting of the Policy Committee held in the Council Chamber, Bingham House, No. 1 Dyer Street, Cirencester, at 6.00 p.m. on Tuesday, 12th October 2004.

PRESENT: Councillor Mrs S A Alexander – Chairman

Councillors: B D Hudson
Mrs R A Leicester
Mrs B A Potter

Andrew Rennie Crook – Town Clerk
Clive Sherwood – Deputy Town Clerk
Johan Newman – Personal Assistant

OBSERVERS: G T Adams
R Bourne
Dr P A Hedges
J B Leicester

112.05 APOLOGIES

Apologies were received from Councillors M T Eccles, Mrs M S Rickman and D J M Sankey.

113.05 DECLARATIONS OF INTEREST

None were received.

114.05 MINUTES

RESOLVED that the Minutes of the Meeting held on Tuesday, 8th June 2004 be approved as a correct record and signed by the Chairman, the Minutes having been approved by Council on 20th July 2004.

115.05 A REVIEW OF POLICIES

In reviewing Council policies, the Committee considered the report by the Clerk with regard to the Council's Health and Safety Policy (a copy of which is appended to the signed Minutes).

The Committee considered the Clerk's recommendation that an independent consultant be employed to review the policy in conjunction with a detailed risk assessment of all aspects of the Town Council's work.

The Clerk advised that a consultant would cost approximately £300 per day but that other organisations were currently going through this process and the Council could perhaps accordingly negotiate a reduced cost.

This Committee Recommends to Council that: -

- a) the Health and Safety Policy be reviewed in conjunction with a detailed risk assessment of all aspects of the Town Council's work;**
- b) an independent consultant, expert in matters relating to Health and Safety, be appointed by the Town Council to undertake this task. The costs of such consultant to be borne from funds allocated in 2004/5 for temporary personnel.**

The meeting closed at 6.15 p.m.

Councillor Mrs S A Alexander
Chairman