



## **THETFORD TOWN COUNCIL**

TOWN CLERK: Maurice Howard

Council Offices  
King's House  
Thetford  
Norfolk  
IP24 2AP

Tel: 01842 754247

1st October 2015

### **HEALTH & SAFETY COMMITTEE**

A meeting of this Committee will take place in the Council Chamber, King's House, Thetford, on **Thursday 8<sup>th</sup> October 2015, starting at 2.00 p.m.**

Town Clerk

### **AGENDA**

- 512/15      **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**  
To receive any additional interest not already registered.
- 513/15      **APOLOGIES FOR ABSENCE**  
To receive.
- 514/15      **MINUTES**  
To confirm the minutes of the Committee's meeting, held on 17<sup>th</sup> June 2015, received by Full Council 30<sup>th</sup> June 2015, to be confirmed as a true record and signed/initialled by the Chairman.
- 515/15      **ACTION POINTS**  
To review last action points from last meeting.
- 516/15      **FIRE RISK ASSESSMENTS**  
To discuss.
- 517/15      **REVIEW OF HEALTH & SAFETY POLICY**  
To review H&S Policy.
- 518/15      **HEALTH & SAFETY AUDITS & INSPECTIONS**  
To discuss.

- 519/15      WORK AREA UPDATE  
The Works Foreman and Venues Manager to update.
- 520/15      REVIEW OF RISK ASSESSMENTS  
To discuss.
- 521/15      HEALTH & SAFETY TRAINING  
To discuss Health & Safety training requirements for both new and existing staff.
- 522/15      ITEMS OF URGENT BUSINESS  
At the discretion of the Deputy Town Clerk to table urgent business.
- 523/15      PRESS RELEASES  
To consider any press release arising from this meeting's agenda.