# Lympstone Parish Council Health and Safety Statement

The following statement was adopted and agreed by Lympstone Parish Council on 9th January 2023.

The following policy was reviewed and agreed by Lympstone Parish Council on **2nd March 2026**

## Health and Safety Statement

As an employer of less than five people Lympstone Parish Council is not required to have a written Health and Safety Policy[1]. However, it follows HSE guidance by controlling risks using risk assessments, consulting with the Clerk (as an employee), considering training required, and providing insurance.

The Council holds a list of the principal health and safety legislation[2] and is aware if its responsibility for Health and Safety as a corporate body. The Clerk will advise the council with regard to health and safety, particularly if there are any changes to legislation and will, following instruction from the council, make sure that insurance provision is adequate and that the required health and safety actions are completed.

Risk assessments[3] help the council to assess risk and to put measures in place to reduce the risk to an acceptable level. The Council's duty to its employee, the Clerk, include an annual risk assessment for working from home which covers display screen equipment, electrical equipment, slips/trips/falls, working environment, fire, security and lone working. Any training required is considered at the clerk's annual appraisal and this also serves as an opportunity for any discussion required regarding health and safety.

Appointed councillors are responsible for carrying out regular checks and an annual risk assessment for council assets such as seats, adopted phone kiosks, noticeboards, and bus shelters to ensure they are in good order. Also, for areas of activity which the council oversees including speed watch, litter picking, arboretum and neighbourhood watch. These activities include volunteers as well as councillors, and a copy of the risk assessment is given to volunteers on joining and following a review. Risk assessments are circulated to councillors and their completion minuted.

The clerk will retain a copy of contractor's risk assessments.

Any employer is required to hold employer's liability insurance[4] and the council's insurance provision includes public liability, officer's indemnity and personal accident.

*Lucy Tyrrell, Clerk and RFO to Lympstone Parish Council*

Date of next review: **March 2028**

[1] As advised by Health and Safety Executive

[2] Health and Safety at Work etc. Act 1974, Management of Health and Safety at Work Regulations 1999, Health and Safety (Display Screen Equipment) Regulations 1992 (amended 2002), Manual Handling Operations Regulations 1992 (amended 2002), Workplace (Health, Safety and Welfare) Regulations 1992, Provision and Use of Work Equipment Regulations 1998, Control of Substances Hazardous to Health Regulations 2002, Health and Safety (consultation with Employees) Regulations 1996

[3] Risk assessment were introduced in the Management of Health and Safety at Work Regulations, 1992

[4] Employers' Liability (Compulsory Insurance) Act 1929