

Southwell Town Council

Risk Assessment Panel Working Group Meeting Notes

Small Meeting Room at the Old Courthouse House

Wednesday 23 October 2024 14.00

Notes

Present Cllr R Blaney, Cllr G Adams, Cllr L Harris, Lesley Wright- Clerk

- 1 Apologises- Cllr P Harris
- 2 Notes from previous meetings -noted
- 3 Internal audit priorities and dates –

Car Parks & The Old Courthouse were prioritised for the internal audit. Audit to take place on 19th November . Clerk to send risk assessments to Cllr Adams and Blaney
- 4 Dropped Kerb at Skatepark and recommendations to Town Environment –

Clerk to contact Betongpark to ask for information on accessibility in other skateparks , also to check if was included in the funding application
- 5 Review of Risk assessment for Squires Pond and recommendations for Town Environment –

The panel did not agree with the additional fencing on the land and looked at how to mitigate this . The following was agreed: Reinstate fence between Car Park & Minster Field .

Installation of a 2nd life belt nearer to Squires path.

Removal of the fence along Squires path and the installation of low fencing near to Minster field to be reviewed at next meeting
- 6 Review of CCTV on the market by the Wheatsheaf – Clerk to review ICO requirements and send to Wheatsheaf
- 7 Review need for CCTV on the skatepark and recommendations for Town Environment – ASB has been minimal to date, this will be monitored going forward
- 8 WMRG, timings of lights – lights to be kept on a timer has the risk of no CCTV while the lights are off is minimal
- 9 Date of next meeting 19th November Time TBC