

Monthly Health and Safety Report November 2025

Responsible Officer – Emma Smith Parish Clerk/RFO

1. Summary
This report reviews the health and safety performance for October 2025 of Eckington Parish Council.
2. Reportable employee accidents to the Health and Safety Executive (HSE) have been held at zero.
3. The accident book at all sites is utilised this informs the Council of any minor incidents that have occurred on Council property – No reports
4. PAT testing for electrical hand tools and equipment carried out in – 11 December 2024
5. Workplace safety inspection carried out – December 2024
6. Personal Protective equipment checked with staff – October 2025
First Aid kit renewals – October 2025
Health and Safety signage including food – October 2025
7. Risk assessments have been signed and reviewed by outdoor staff members – October 2025
8. Fire/emergency procedures in place:
Eckington Civic Centre Y
Renishaw and Spinkhill Community Hall Y
Marsh Lane Community Hall Y
Eckington Cemetery Y
9. Fire/emergency Alarm equipment checked:
Eckington Civic Centre – April 2025
Renishaw and Spinkhill Community Hall – April 2025
Marsh Lane Community Hall – No system in place other than domestic
Eckington Cemetery – No system in place other than domestic
Bluebell Café – July 2025
10. Fire/emergency Extinguishers equipment checked:
Eckington Civic Centre – December 2024
Renishaw and Spinkhill Community Hall – December 2024
Marsh Lane Community Hall – December 2024
Eckington Cemetery – December 2024
11. Fire drill carried out at Civic Centre – 22 July 2024 (12 month cycle)
Full fire evacuation at the Civic Centre – 21 February 2024
12. Record of Method Statements/ Risk Assessments :
No contractors on site
13. Risk Assessments for Parish Council events

Civic Centre Events Y
Boredom Buster events Y
Market Y
Remembrance Sunday Y

14. Parish Council Vehicle
Clerk has received copies of current driving licence for all drivers – Y
15. First Aiders (3 years) /Defibrillator Training (18 months)
Staff, volunteer and Councillor training booked for 5 November and 8 December 2023 – completed list within Training Policy of who attended
16. Inventory of all hazardous substances – September 2025
Data sheets for all hazardous chemicals – September 2025
Associated risk assessment – completed Fuel and Weed Spraying
17. Training – Information of who attended and dates within Training Policy appendix
18. Venue checklist – in progress
19. Play areas – are monitored monthly by handymen and submit a weekly report to the Parish Clerk
20. Cemetery -
Memorial inspection carried out, memorials checked every 1 to 5 years depending on level of movement. Last inspection carried out in 2024, remedial works are ongoing.