

Tattersett Parish Council

Risk assessment Parish Council Meetings

Assessment carried out by: Linda Arthur

Date assessment was carried out: 10.09.20

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none">•Parish Councillors•Anyone else who physically comes in contact with you in relation to your council	Social Distancing- Reducing the number of persons in any meeting area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency. https://www.gov.uk/government/publications/covid-19-guidance-	Parish Councillors and visitors to be reminded of the importance of social distancing Provision of sanitiser Ensuring that sufficient space is provided to ensure 2 metre gap	Chairman Parish Clerk Parish Clerk	Every meeting Prior to meeting	

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		on-social-distancing-and-for-vulnerable-people				
		Track and trace in control as all details of Parish Councillors are held according to data protection policy	Take contact details of all members of the public	Parish Clerk	At meeting	
		Encourage Parish Council to meet virtually via Zoom or similar platform	Email Councillors to encourage acceptance	Parish Clerk	10/09/20	yes