



## **West Dereham Parish Council**

### **HEALTH AND SAFETY POLICY**

**Health and Safety at Work etc Act 1974**

Our statement of general policy is:

- To maintain safe and healthy working conditions for both Clerk and Councillors in the Village Hall
- To ensure that the Clerk, when working from home, is suitably insured
- To consult with the Clerk on matters affecting their health and safety when conducting their quarterly review and annual appraisal
- To provide guidance on dealing with members of the public for both Clerk and Councillors
- To ensure the Clerk and Councillors have adequate training and are confident and competent to carry out their tasks
- To review and revise this policy as necessary at regular intervals.