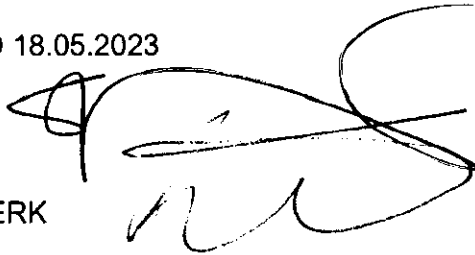


ADOPTION AND REVIEW OF POLICIES (COPIES ALREADY PROVIDED TO ALL COUNCILLORS PRIOR TO MEETING)

1. CIVILITY RESPECT ROLES & RESPONSIBILITIES
2. DIGNITY AT WORK
3. REVISED CODE OF CONDUCT
4. DATA PROTECTION POLICY
5. MODEL COUNCILLOR OFFICER PROTOCOL
6. FINANCIAL REGULATIONS
7. STANDING ORDERS

APPROVED AND ADOPTED 18.05.2023

CHAIR OF THE COUNCIL



PHILIP STONE PARISH CLERK

RISK ASSESSMENT REVIEW

Date: 17.05.2023

Present: Parish Clerk Cllr Robert Moore 830 AM TO 9.24AM

DRY, BRIGHT CONDITIONS

GRADES: L: LOW M: MODERATE H: HIGH

1. War Memorial

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED:

CLEANING AND PAINTING OF RAILINGS, WEEDING OF STONES, REMOVAL OF WREATHS

2. Village Sign, Base and Plinth with Best Kept Village Plaque

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: IN GOOD ORDER CLEANING REQUIRED TO BASE, SLIGHT PAINT PEELING NOTED TO TOP, CONSIDER REPAINTING TO PAINT.

3. Coronation Seat

RISK IDENTIFIED: LOW OVERHANGING BRANCHES

LEVEL: M

ACTION REQUIRED: REMOVAL OF BRANCHES AND SWEEPING AROUND BENCH, CLEANING OF BENCH

4. Burial Ground

RISK IDENTIFIED: BROKEN BENCH

LEVEL: H

ACTION REQUIRED: REMOVAL AND REPLACEMENT

5. Village Hall

RISK IDENTIFIED: BRICKWORK, TOILET, ROOF

LEVEL: M

ACTION REQUIRED: REPOINTING REQUIRED, MENDING OF TOILET, REPORT ON ROOF AND CONSIDER REPAIR

6. Bus Shelter

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: NONE

7. Notice Board

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: CLEANING AND RE STAINING

8. Seat at Chapel Road / Marsh Road

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: CLEANING AND POSSIBLE STAINING

9. Tunstall Pond Seat

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: CLEANING AND POSSIBLE STAINING

10. Tunstall Phone Box

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: CLEANING OF PHONE BOX

11. Defibrillator Cabinet

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: CONFIRM ACTION IN RESPECT OF MONTHLY CHECKS , BOX IN GOOD USEABLE CONDITION

12. SAM2

RISK IDENTIFIED: NONE

LEVEL: N/A

ACTION REQUIRED: NONE

13. ALLOTMENTS

RISK IDENTIFIED: HEIGHT OF GRASS AND POOR ACCESS

LEVEL: L

ACTION REQUIRED: CUTTING OF GRASS AND HEDGES TO IMPROVE APPERANCE AND ACCESS ONLY 2 UNDER CULTIVATION

Signed: Robert Moore Councillor
Signed: Philip Stone, Parish Clerk

APPROVED, ADOPTED AND CONFIRMED 18.05.2023

CHAIR OF THE COUNCIL

PHILIP STONE PARISH CLERK

APPOINTMENT OF External Auditor Brenda Hoskins of BH Accounting Services at a cost of £150 for the year 2022-2023

APPROVED ,ADOPTED AND CONFIRMED 18.05.2023

CHAIR OF THE COUNCIL

PHILIP STONE PARISH CLERK

ASSET REGISTER

ASSET REGISTER REVISED 30.01.2023 & adopted 18.05.2023

ASSET	RECOMMENDED TO INSURE FOR £	EXISTING INSURED SUM
11. VILLAGE HALL	£500,000	£0 NOT INSURED
12. WAR MEMORIAL	£42,000	£36,710.32
13. BUS SHELTER BRICK NOT TIMBER)	£8,000	£2,516.42 (is there one or two? ALSO SHOULD STATE
14. VILLAGE SIGN	£4,000	£1,963.98
15. TUNSTALL POND SEAT	£600	£666.99
16. NEW CORONATION SEAT	£1,100	£1,021.36
17. BURIAL GROUND BENCH	£600	£388.95
18. DEFIBRILLATOR AND CABINET	£1,800	£1,609
19. TUNSTALL TELEPHONE BOX	£5,000	£2000
20. SAM 2	£4,200	£3,811

AIRMEN'S MEMORIAL TO BE ADDED WHEN COMPLETED

APPROVED, ADOPTED AND CONFIRMED 18.05.2023

CHAIR OF THE COUNCIL

PHILIP STONE PARISH CLERK