

# BUCKLESHAM VILLAGE HALL

*HELD IN TRUST BY BUCKLESHAM PARISH COUNCIL*

Mrs Ruth Johnson, Clerk to the Village Hall  
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## HEALTH AND SAFETY POLICY

The Health and Safety at Work Act 1974 and all other subordinate legislation imposes a statutory duty on employers to ensure, so far as is reasonably practicable, the health and safety of their employees whilst at work. This duty also extends to others who may be affected by that work.

To enable these duties to be carried out, Bucklesham Parish Council (the Sole Trustee), in its role as management body of Bucklesham Village Hall will ensure, so far as is reasonably practicable, the responsibilities for health and safety matters are effectively assigned, accepted and fulfilled at all levels within its organisational structure.

The Parish Council also have a statutory duty to take care of themselves and others who may be affected by their acts or omissions. The Council recognises the responsibility it has for the health and safety of people affected by its activities and will actively pursue a policy of safeguarding their health and safety.

The Council will, so far as is reasonably practicable, ensure that:

- Adequate resources are provided to ensure that proper provision can be made for health and safety.
- Venues or locations where activities it organises take place are safe and that there is safe access to and egress from those places.
- Arrangements for use, handling, storage and transport of articles and substances used by the group are safe and without risks to health.
- Risk Assessments are carried out and reviewed periodically.

It is the duty of all Council members whilst participating in Council activities:

- To take reasonable care for the health and safety of themselves and other persons who may be affected by their acts or omissions.
- To co-operate with regard to any duty placed on the Council to enable the discharge of its duties under the Act and Regulations and Codes of Practice.

- Not to interfere with or misuse anything provided in the interests of health and safety.

This Health and Safety Policy will be reviewed periodically, amended and updated as and when necessary. The policy, and any subsequent changes, will be promulgated to all Council members.

**Signed on behalf of the Parish Council acting as Sole Trustee**

*Clive Lenton*

Clive Lenton, Parish Council Chair

Date 8<sup>th</sup> April 2026

Reviewed at each Annual General Meeting

Date of next meeting, April 2027