

Crakehall with Langthorne Parish Council

Restarting Face to Face Meetings

Risk Assessment

July 2021

As a consequence of the Coronavirus Pandemic, the Parish Council has not held a “face to face” meeting since January 2020. Business has been conducted, under emergency legislation, using the Zoom Video Conference Platform but the Government has not extended this legislation and therefore council meetings must now once again be held “face to face”. Despite the removal of all legal requirements on 19 July 2021, it is perhaps inevitable that some councillors and members of the public will have some concerns about meeting on 21 July 2021 in Crakehall Village Hall. The purpose of this Risk Assessment is to provide reassurance that the arrangements for the meeting have been carefully thought through and those attending will be as safe as they possibly can be. The steps taken to minimise the risk of spreading the coronavirus are as follows:

- The meeting will be held in the main hall (rather than the previous practice of meeting in the smaller Stembridge Room).
- Doors and several windows will be open to improve ventilation.
- Seats for councillors and members of the public will be placed at least two metres apart with additional distance if folk are facing one another.
- A QR code for track and trace will be provided and those not using the code will be asked to register their attendance and leave a contact telephone number.
- Those attending will be asked to wear face coverings until they are seated and, of course, there would not be any objections to anyone continuing to wear a mask even when seated.
- Hand sanitiser will be provided and those attending will be asked to use it on entering the building.

CLLr David Shaw, Chairman of the Council

Chris McGee, Clerk to the Council

14 July 2021