

# Engage Premises, Health and Safety Committee Meeting Agenda

**23<sup>RD</sup> November 2017 @ 16.30**

Compass Pott Row, Cliffe-en-Howe Road, Kings Lynn PE32 1BY

<b>1.0</b>	Welcome, Apologies and Absences	
<b>2.0</b>	Declarations of Interest	
<b>3.0</b>	Previous Minutes – 18/10/17	ATTACHED
<b>4.0</b>	Matters Arising	
<b>5.0</b>	Premises Manager Report	ATTACHED
<b>6.0</b>	Capital Expenditure	
<b>7.0</b>	Asset Checks- ( Finance Handbook Sept 2017) Owned vehicles ( Minibuses Rosebery, Pinetree and Locksley; Tax, MOT, Service, Insurance)	
<b>8.0</b>	Policies; <ul style="list-style-type: none"> <li>• Health and Safety 2017</li> </ul>	ATTACHED
<b>9.0</b>	Governor Training	
<b>10.0</b>	AOB ( not for items requiring a lengthy discussion, decision or vote)	
<b>11.0</b>	Folder Scrutiny- folders (legionella, fire risk, asbestos, building and H+S checklist ) and LY visit Minutes	
<b>12.0</b>	DDA check - see LY access plan - Insurance certificate check	ATTACHED
<b>Date of Next Meeting: 24/1/18 at Earthsea; 1630</b>		