**Risk Assessments**

**Precautions to be taken at work during the Coronavirus outbreak to reduce the risk of catching it and/or passing it on.**

This Risk Assessment was carried out on the 1st July 2020 BY J S Cree in line with guidelines issued by the Government.

**COUNCIL MEETING(S)**

**Measures include:**

* Next meeting to be held in the large assembly village hall (Risk assessment for the relevant hall to be obtained on their cleaning schedule in relation to Covid-19)
* Masks and Gel to be available at the entrance door (sign to be displayed encouraging use of masks as some councillors are classed as vulnerable)
* Fire Exit door to be opened and used as an exit enabling a one-way system.
* Floor signs for social distancing to be placed in the Reception entrance and Toilet area.
* Only one person allowed to use the toilets at a time (Signage may be required)
* Limited Agenda to keep time to a minimum.
* A record of names and addresses of the public attending the meeting should be recorded incase we are required to track and trace.

With the above measures in place the risk of spreading / catching Coronavirus from attending the Council Meeting will be as low as is reasonably possible in the circumstances.