

Garvestone, Reymerston & Thuxton Parish Council Covid-19 Risk Assessment for Parish Council meetings

Activity	Hazard	Effect	Control Measures
In person meeting	Covid infection	Councillors, clerk and members of the public	People to be asked to only attend if free of Covid-19 symptoms. Seating to be at 2m distance except within household groups. All doors to be propped open to maximise ventilation. Attendees to remain seated once they enter the hall. Masks to be worn except when speaking (unless medically exempt). Only one person at a time to enter the toilets. A list of attendees to be taken for contact tracing. Attendees to be invited to leave part way through the meeting after the items they are interested in, if they wish. Meeting to be kept to as short a time as possible. Attendees to leave the building promptly at the close of the meeting.