



DOWN THOMAS COMMUNITY ROOM

FIRE SAFETY POLICY

The Down Thomas Community Room was inspected by Sue Pope of Fire Safety Matters (South West) Ltd on 16 March 2016. The smoke alarms were inspected and tested satisfactorily and the following Fire Safety Policy was put in place:-

- Dark Blue Fire Emergency Plan notices are displayed in the Post Office and Community Room
- A foam fire extinguisher is fixed in the public area of the Post Office
- A wind up torch is installed near the fire extinguisher
- A Fire Service Certificate was issued on 12 April 2018
- A Fire Safety File is in the Post Office and Check Sheets will be completed each week by the person in charge of the Post Office
- To complete the weekly Check Lists the smoke alarms should be tested, the fire extinguisher and torch inspected and the Fire Emergency Plan notices checked to see that they are in place.

The Fire Extinguisher was inspected on 10 April 2018 and a satisfactory Fire Certificate issued.

The weekly list and checks are currently up to date.

Reviewed at the Wembury Parish Council meeting on 21 May 2018
Approved in Minute: 18-062