

# Policy on the Governance of the Defibrillators Adopted by Colgate Parish Council 9<sup>th</sup> September 2024

Colgate PC own four defibrillators housed in heated and alarmed cabinets located at four separate locations in the parish-Colgate and Faygate Village Halls, Garage on Faygate Lane and Kilnwood Vale school. All cabinets are unlocked at all times. The units are all linked to The Circuit, a national database which can be accessed by the emergency services. The units are assets of the Parish Council for community use. The defibrillators are accessible 24/7 subject to good working order/ repairs. The Circuit will be updated when the defibrillators are out of working order.

The PC check the defibrillators monthly to ensure they are rescue ready and the battery and pads are within the expiry dates.

The original G5 defibrillator units (installed at Colgate Village Hall and Faygate Garage) were installed on 12<sup>th</sup> July 2017 and decommissioned July 2024. These have been replaced by Mindray defibs. Mindray units can be used on the resuscitation of children as well as adults so are now located at Colgate Village Hall and Kilnwood Vale School. The Parish Council also owns 2 Heart Sine units which are located at Faygate Garage and Faygate Village Hall. All are registered with the Circuit.

Cllr Crosdil checks unit at Colgate Village Hall and Cllr Finnegan checks defibrillators in Faygate and Kilnwood Vale monthly ensuring both battery and pads are in date and the unit is rescue ready.

## **Monthly checks included:**

### Heart Sine Models

- Monthly- check the defib is showing a green light. If the light is red, please contact the Clerk.
- Ensure the green tab is intact.
- Check the AED prep/ready kit is present.
- Turn unit on and then off to ensure it is in working order.

### Mind ray defibs- installed July 2024

- Monthly- check the defib is showing a flashing green light. If the light is red, please contact the Clerk.
- Check the AED prep/ready kit is present.
- Turn unit on and then off to ensure it is in working order.
- A manual is kept in the cabinet at Colgate VH.

## **Faults**

All faults must be reported to the Clerk who will ensure new parts or repair of the unit. Clerk will update the Circuit whilst the defib is unable for use.

Replacement of battery and pads costs to be included in the budget.

The Clerk and Chair must be advised when the unit has been used in a rescue so the necessary arrangements can be made to reboot the unit and replaced the pads.

The ambulance service will be advised by the Clerk of the location and status of the AED units within the Parish via the circuit website.

Training was given to members of the Parish Council and the community in 2017.

Details of the location of the units has been advertised on the noticeboards and website and newsletter to raise awareness.

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## **Current Equipment**

### **Defibrillators**

#### **Heart Sine Defibrillators-Faygate Garage and Faygate VH- model SAM 360P supplied by Sussex Heart Charity.**

Defibs connected to battery on 2<sup>nd</sup> May 2022 by Clerk.

Shelf life of battery/pads is 4 years. Renew due 2025 or after use. Sussex Heart Charity will replace the first pad -Pak free.

Cllr Finnegan to conduct monthly checks on the defibrillators located at Faygate Village Hall and Kilnwood Vale School and Garage at Faygate village.

#### **Faygate Garage**

Pad Pak Lot number A4503

Pad Pak Expire 1/12/25

Defib Serial number 21E91072229I21

AED app Funding D24/21-22

#### **Faygate VH**

Pad Pak Lot number J0921.

Pad Pak Expire 1/11/25.

Defib Serial no 21E91055611G21

AED app Funding DD23/21-22

Details of the location of the units has been advertised on the noticeboards, website and minutes to raise awareness. All defibs are registered with National Circuit website which is accessed by emergency services.

Training was offered in 2022 and the school and 17 members of the public took up the offer.

The school hold a remote control for the cabinet. Cllr Finnegan holds the other.

**Mind ray defibs- installed July 2024. These defibs can be used on children which is why the units have been placed in these specific locations. Provided by London Hearts Charity. 8-year warranty on unit. Refer back to London Hearts.**

<b>Colgate Village Hall</b>	<b>Kilnwood Vale School</b>
Model no battery-LM34s002A	Model battery no- LM34s00
SN number battery-HY86232501643	SN battery- HY86232507478
Battery Manufacture-06-2023	Battery Manufacture-06-2023
Expires date battery 06-2029	Expiry date battery-06-2029.
Pads expire 11/8/28	Pads expire 11/8/28.
Defib unit SN -AF3-3A032629	Defib unit SN -AF3-3A032174
Debit unit dated -27-10-23 (expire 2031)	Debit unit dated-24-10-23(expire 2031)

## **Cabinets**

Faygate Garage and Colgate Village Hall -Replacement Cabinets Jan 2022 and purchased from [info@aedcabinets.co.uk](mailto:info@aedcabinets.co.uk). The receipt is our guarantee (filed online in the defib file). Cabinets guaranteed for 10 years. (Jan 2032)

Cabinets fitted April 2022 by Buchanan at KVV school and Faygate Village Hall. Guaranteed for 10 years. Refer back to Sussex Heart charity for guaranteed details. Both cabinets and defibs were supplied by the charity.

Repairs:

Faygate cabinet squeaky alarm. Alarm replaced Dec 2023 and door repaired. (not under the warranty)

Kilnwood Vale and Faygate VH – Sussex Heart Charity supplied Cabinets. Any concerns with the cabinet must be referred back to the charity. These cabinet have a 10-year warranty (2032).

## **History of units**

### **Cardiac Science G5**

The units were installed on 12<sup>th</sup> July 2017. (Colgate and Faygate garage)

Electrodes expire on 28<sup>th</sup> July 2019-renewed 2019. New electrodes required 2021. New electrodes install Dec 2021 expires 2024. Faygate new pads expire 2028 after unit was deployed oct 23. New electrodes purchased Feb 2024 expire 28<sup>th</sup> Feb 2026(Colgate)

Battery installed 11<sup>th</sup> May 2017(batteries have 4 years warranty-new battery replaced Faygate unit under warranty 25<sup>th</sup> Jan 21. (2025 out of warranty)

New Battery replaced Colgate Jan 22(2026 out of warranty)

Battery manufactured 17<sup>th</sup> August 2016. The unit is guaranteed for 8 years from 20<sup>th</sup> May 2015 (2023)

Cardiac science units decommissioned July 2024 due to warranty expired.

Updated July 2024