

RISK ASSESSMENT

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RISK ASSESSMENT

Risk Assessment Number 1001	Organisation Name Smalley Parish Council						Page 1 / 2
Person who completed this assessment (Name and Title)	Assessment Revision Date 11 June 2027						
Define the Task / Equipment / Area Stainsby Meadow Playground Equipment	Applicable Regulations Health and Safety at Work Act 1974 Occupiers Liability Act 1984 Revision Management of Health and Safety at Work Regulations 1999 HSE Children's Play and Leisure Statement Reporting of Injuries Diseases and Dangerous Occurrences 2013 Environmental Protection Act 1990 Control of Substances Hazardous to Health 2002 (Amended) Children's Act 1989						
Date of assessment 11 June 2026							
Severity							
Slight	Serious			Major			
Medium risk	High risk			Severe risk			
Low risk	Medium risk			High risk			
Trivial	Low risk			Medium risk			
Hazards	Who might be harmed and how?	Current level of risk	Control Measures				Residual level of risk
Falls /Slips/Trips/Traps	Young Person	Medium Risk	Inspection and maintenance (Inspection and maintenance to EN1176 and EN1177) Inspection monthly and Annually by Specialist Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Defective Equipment to be quarantined in accordance with Procedure for faulty play equipment Equipment repairs to be carried out by suitably qualified personnel Debris and litter to be removed Equipment landing areas to be checked for defects and if needing maintenance then equipment to be quarantined and defect remedied before reuse				Low Risk
Falls /Slips/Trips	General Public	Low Risk	Inspection monthly Inspection reports to be available for Inspection Ensure all gates and fences are in good order and if not are repaired promptly Waste Bins to emptied on a regular basis's and securely fixed Leaves swept in specific areas Grass areas inspected when grass is cut and any holes backfilled Any reported damage to benches repaired promptly or suitably quarantined until repairs can be actioned Trees to be inspected at intervals depending on their condition and their risk to the public Tree maintenance to be carried out in accordance with survey carried out by an arborist /equivalent qualified person Record kept of all Tree Inspections/Observations and available for inspection After a storm trees should be checked for broken branches and other types of damage				Low Risk

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Risk Assessment Number 1001		Organisation Name Smalley Parish Council Page 2 / 2		
Tree Works		Medium Risk	<u>For further Tree Works refer also to page 2 of Risk Assessment 1008 Tavern Plantation</u>	Low Risk
Falls/Slips/ trips	General Public	Low Risk	Employ Specialist if drug paraphernalia is discovered Debris and litter to be removed	

RISK ASSESSMENT

Risk Assessment Number 1002	Organisation Name Smalley Parish Council Page 1 / 2						
Person who completed this assessment (Name and Title)	Assessment /Revision Date 11 June 2027						
Define the Task / Equipment / Area Dobhole Lane Playground Equipment	Applicable Regulations Health and Safety at Work Act 1974 Occupiers Liability Act 1984 Revision Management of Health and Safety at Work Regulations 1999 HSE Children’s Play and Leisure Statement Reporting of Injuries Diseases and Dangerous Occurrences 2013 Environmental Protection Act 1990 Control of Substances Hazardous to Health 2002 (Amended) Children’s Act 1989						
Date of assessment 11 June 2026							
Severity							
Slight		Serious			Major		
Medium risk		High risk			Severe risk		
Low risk		Medium risk			High risk		
Trivial		Low risk			Medium risk		
Hazards	Who might be harmed and how?	Current level of risk	Control Measures				Residual level of risk
Falls /Slips/Trips/Traps	Young Person	Medium Risk	Inspection and maintenance (Inspection and maintenance to EN1176 and EN1177) Inspection monthly and Annually by Specialist Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Defective Equipment to be quarantined in accordance with Procedure for faulty play equipment Equipment repairs to be carried out by suitably qualified personnel Debris and litter to be removed Equipment landing areas to be checked for defects and if needing maintenance then equipment to be quarantined and defect remedied before reuse				Low Risk
Falls /Slips/Trip	General Public	Low Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Ensure all gates and fences are in good order and if not are repaired promptly Waste Bins to emptied on a regular basis's and securely fixed Leaves swept in specific areas Grass areas inspected when grass is cut and any holes backfilled Any reported damage to benches repaired promptly or suitably quarantined until repairs can be actioned Trees to be inspected at intervals depending on their condition and their risk to the public Tree maintenance to be carried out in accordance with survey carried out by an arborist/equivalent qualified person Record kept of all Tree Inspections/Observations and available for inspection After a storm trees should be checked for broken branches and other types of damage				Low Risk

RISK ASSESSMENT

Risk Assessment Number 1002		Organisation Name Smalley Parish Council			Page 2 / 2
Tree Works		Medium Risk	<u>For further Tree Works refer also to page 2 of Risk Assessment 1008 Tavern Plantation</u>		Low Risk
Falls /Slips/Trip	General Public	Low Risk	Employ Specialist if drug paraphernalia is discover Debris and litter to be removed		

RISK ASSESSMENT

Risk Assessment Number 1003		Organisation Name Smalley Parish Council			Page 1 / 2
Person who completed this assessment (Name and Title)		Assessment Revision Date 11 June 2027			
Define the Task / Equipment / Area Stainsby Meadow Car Park Footpaths		Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Environmental Protection Act 1990 Control of Substances Hazardous to Health 2002 (Amended) Highways Act 1980 S146 Occupiers Liability Act 1984 Revision Countryside and Rights of Way Act 2000 The Wildlife and Countryside Act 1981			
Date of assessment 11 June 2026					
Severity					
Slight		Serious		Major	
Medium risk		High risk		Severe risk	
Low risk		Medium risk		High risk	
Trivial		Low risk		Medium risk	
Hazards	Who might be harmed and how?	Current level of risk	Control Measures		Residual level of risk
Falls /Slips/Trips	General Public	Low Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Debris and litter to be removed Obstructed Pathways should be cleared by suitably qualified personnel except in the case of public footpaths where surface problems should be reported to DCC Public Footpaths sides i.e. hedges and trees that grow from sides or overhang the path should be cut back Ensure all gates and fences are in good order and if not are repaired promptly Waste Bins to be emptied on a regular basis and securely fixed Leaves swept in specific areas Grass areas inspected when grass is cut and any holes backfilled Any reported damage to benches repaired promptly or suitably quarantined until repairs can be action Falls /Slips/Trip Trees to be inspected at intervals depending on their condition and their risk to the public Tree maintenance to be carried out in accordance with survey carried out by a arborist or equivalent qualified person Record kept of all Tree Inspections/Observations and available for inspection After a storm trees should be checked for broken branches and other types of damage Employ Specialist if drug paraphernalia is discovered		Low Risk

RISK ASSESSMENT

Risk Assessment Number 1003		Organisation Name Smalley Parish Council Page 2 / 2		
Tree works		Medium Risk	<u>For further Tree Works refer also to page 2 of Risk Assessment 1008 Tavern Plantation</u>	Low Risk
Car Park	General Public	Medium, Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Debris and litter to be removed weekly Potholes and other defects should be repaired promptly or suitable barrier put in place until remedial work can be undertaken	Low Risk

RISK ASSESSMENT

Risk Assessment Number 1004		Organisation Name Smalley Parish Council		Page 1 / 1	
Person who completed this assessment (Name and Title)		Assessment Revision Date 11 June 2027			
Define the Task / Equipment / Area Dobholes Lane Car Park Footpaths		Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Environmental Protection Act 1990 Control of Substances Hazardous to Health 2002 (Amended) Highways Act 1980 S146 Occupiers Liability Act 1984 Revision Countryside and Rights of Way Act 2000 Wildlife and Countryside Act 1981			
Date of assessment 11 June 2026					
Severity					
Slight		Serious		Major	
Medium risk		High risk		Severe risk	
Low risk		Medium risk		High risk	
Trivial		Low risk		Medium risk	
Hazards	Who might be harmed and how?	Current level of risk	Control Measures		Residual level of risk
Falls /Slips/Trips	General Public	Low Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Debris and litter to be removed Obstructed Pathways should be cleared by suitably qualified personnel except in the case of public footpaths where surface problems should be reported to DCC Public Footpaths sides i.e. hedges and trees that grow from sides or overhang the path should be cut back The above applies to Bridleways also Ensure all gates and fences are in good order and if not are repaired promptly Waste Bins to emptied on a regular basis's and securely fixed Leaves swept in specific areas Grass areas inspected when grass is cut and any holes backfilled Any reported damage to benches repaired promptly or suitably quarantined until repairs can be actioned After a storm trees should be checked for broken branches and other types of damage Record kept of all Tree Inspections/Observations and available for inspection Employ Specialist if drug paraphernalia is discovered Tre Surveys and Reports in accordance BS3998-2010 Trees to be inspected at intervals depending on their condition and their risk to the public Tree maintenance to be carried out in accordance with survey carried out by a arborist or equivalent qualified person After a storm trees should be checked for broken branches and other types of damage Record kept of all Tree Inspections/Observations and available for inspection		Low Risk

RISK ASSESSMENT

Risk Assessment Number 1004			Organisation Name Smalley Parish Council Page 2/2
Tree Works		Medium Risk	<u>For further Tree Works refer also to page 2 of Risk Assessment 1008 Tavern Plantation</u> Low Risk
Car Park	General Public	Medium Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Debris and litter to be removed Potholes and other defects should be repaired promptly and suitably or suitable barrier put in place until remedial work can undertake Low Risk

RISK ASSESSMENT

Risk Assessment Number 1005		Organisation Name Smalley Parish Council			Page 1 / 1
Person who completed this assessment (Name and Title)		Assessment Revision 11 June 2027			
Define the Task / Equipment / Area Smalley Dam Public Open Access Area		Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Control of Substances Hazardous to Health 2002 (Amended) Occupiers Liability Act 1984 Revision Countryside and Rights of Way Act 2000 Environmental Protection Act 1990			
Date of assessment 11 June 2026					
Severity					
Slight		Serious		Major	
Medium risk		High risk		Severe risk	
Low risk		Medium risk		High risk	
Trivial		Low risk		Medium risk	
Hazards	Who might be harmed and how?	Current level of risk	Control Measures		Residual level of risk
Falls /Slips/Trips	General Public	Low Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Debris and litter to be removed Obstructed Pathways should be cleared by suitably qualified personnel Trees to be inspected at intervals depending on their condition and their risk to the public Tree maintenance to be carried out in accordance with survey carried out by an arborist or equivalent qualified person After a storm trees should be checked for broken branches and other types of damage Employ Specialist if drug paraphernalia is discovered <u>For further Tree Works refer also to page 2 of Risk Assessment 1008 Tavern Plantation</u>		Low Risk

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Risk Assessment Number 1007	Organisation Name Smalley Parish Council						Page 1 / 2
Person who completed this assessment (Name and Title)	Assessment Revision Date 11 June 2027						
Define the Task / Equipment / Area Burial Ground	Applicable Regulations Health and Safety at Work Act 1974 Occupiers Liability Act 1984 Revision Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Environmental Protection Act 1990 Control of Substances Hazardous to Health 2002 (Amended) Local Authorities Cemeteries Order (1977)						
Date of assessment 11 June 2026							
Severity							
Slight	Serious			Major			
Medium risk	High risk			Severe risk			
Low risk	Medium risk			High risk			
Trivial	Low risk			Medium risk			
Hazards	Who might be harmed and how?	Current level of risk	Control Measures				Residual level of risk
Falls /Slips/Trips/Traps	General Public	Medium Risk	Inspection and tests for the stability of headstones / memorials in accordance with (Managing the safety of Burial Ground Memorials Ministry of Justice 2009) Inspection and Stability tests to be carried out by a suitably qualified person on a five yearly basis with a report on the condition of the memorials and recommendations for any remedial action sent to the Clerk Maintain records of details of inspection and results of stability tests noting in particular those memorials where action is necessary, or likely to be necessary in future. Ensure there is a system in place for securing specialist assistance or remedial action when a visual check reveals defects outside the experience and knowledge of the person carrying out the check. Ensure all memorials are designed to British Standard 8415 Inspection reports to be available for Inspection				Low Risk
Falls /Slips/Trips	General Public	Medium Risk	Inspection monthly Inspection reports when completed to be handed to Parish Clerk after report given to Parish Council Debris and litter to be removed Ensure all gates and fences are in good order and if not are repaired promptly Waste Bins to emptied on a regular basis's and securely fixed Leaves swept in specific areas Grass areas inspected when grass is cut and any holes backfilled				Low Risk

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Risk Assessment Number 1007		Organisation Name Smalley Parish Council			Page 2 / 2
Falls /Slips/Trips	General Public	Medium Risk	Any reported damage to benches repaired promptly or suitably quarantined until repairs can be actioned Employ Specialist if drug paraphernalia is discovered Overhanging Tree Branches that are considered a hazard are to be removed by a suitably qualified person and the owner of the trees where the branches have been removed is to be informed		Low Risk

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Risk Assessment Number 1008	Organisation Name Smalley Parish Council			Page 1 / 1
Person who completed this assessment (Name and Title)	Assessment Revision Date 11 June 2027			
Define the Task / Equipment / Area Tavern Plantation	Applicable Regulations Health and Safety at Work Act 1974 Especially Section 3 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Environmental Protection Act 1990 Control of Substances Hazardous to Health 2002 (Amended) Occupiers Liability Acts 1957 and 1984 Countryside and Rights of Way Act 2000 Wildlife and Countryside Act 1981			
Date of assessment 11 June 2026				
Severity				
Slight		Serious		Major
Medium risk		High risk		Severe risk
Low risk		Medium risk		High risk
Trivial		Low risk		Medium risk
Hazards	Who might be harmed and how?	Current level of risk	Control Measures	Residual level of risk
Falls /Slips/Trips	General Public	Medium Risk	Tree Surveys and Reports to be in accordance BS3998-2010 Trees to be inspected at intervals depending on their condition and their risk to the public Tree maintenance to be carried out in accordance with survey which must be carried out by an arborist, tree surgeon or equivalent qualified person After a storm trees should be checked for broken branches and other types of damage Record kept of all Tree Inspections/Observations and available for inspection Obstructed Pathways should be cleared by suitably qualified personnel except in the case of public footpaths where surface problems should be reported to DCC Publick Footpaths sides i.e. hedges and trees that grow from sides or overhang the path should be cut back and surface problems reported to DCC Publick Footpaths sides i.e. hedges and trees that grow from sides or overhang the path should be cut back Debris and litter to be removed Obstructed Pathways should be cleared by suitably qualified personnel Ensure all gates and fences are in good order and if not are repaired promptly Employ Specialist if drug paraphernalia is discovered After a storm trees should be checked for broken branches and other types of damage	Low Risk

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Risk Assessment Number 1008	Organisation Name Smalley Parish Council Page 2 /2
Evaluate the risk to people from Tree Hazards	General Public <u>Tree Knowledge</u> <u>High-Risk Sites</u> (High public use, footpaths, major roads, or playground areas): Inspect every 12 to 18 months, alternating between in-leaf and out-of-leaf seasons. <u>Moderate-Risk Sites</u> (Secondary paths, residential communal lawns, or low-speed roads): Inspect every 2 to 3 years. <u>Low-Risk Sites</u> (Remote woodlands, rural boundaries, or areas with negligible public access): No formal routine cycle required but rely on casual observations and general awareness. <u>Special/Veteran Trees</u> (Older specimen trees or trees with known structural defects): Annual or bi-annual checks, plus extra monitoring by a qualified arboriculturist. <u>Good Reasons for extra Inspections</u> <u>Severe Weather</u>: Carry out quick visual safety checks after named storms or gale-force winds to spot fresh splits, broken limbs, or root movement. <u>Declining Health</u>: Instruct a professional if you notice dieback, fungal brackets, unusual leaning, or cracking bark.

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Risk Assessment Number 1009		Organisation Name Smalley Parish Council		Page 1 / 1
Person who completed this assessment (Name and Title)		Assessment Revision Date 11 June 2027		
Define the Task / Equipment / Area Pavilion/Changing Rooms Dobholes Lane		Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Control of Substances Hazardous to Health 2002 The Regulatory Reform (Fire Safety) Order 2005 Electricity at Work Regulations 1989		
Date of assessment 11 June 2026				
Severity				
Slight		Serious		Major
Medium risk		High risk		Severe risk
Low risk		Medium risk		High risk
Trivial		Low risk		Medium risk
Hazards	Who might be harmed and how?	Current level of risk	Control Measures	Residual level of risk
Falls /Slips/Trips	General Public	Low Risk	Inspection before and after use Toilets and Kitchen areas are to be cleaned and regularly checked Ensure all areas are clean and floors are free of dust litter mud and clear of clutter Employ Specialist if drug paraphernalia is discovered Ensure mats are available to eliminate rain and mud entering the premises Ensure all lighting is in good order and working and sufficient for the task in hand Permanent fixtures such as seats shelving cupboards notice boards to be in good condition and clean Internal flooring to be smooth and in good condition	Low Risk
Fire	General Public	Medium Risk	Fire Risk Assessment and Fire Escape arrangements to be completed separately Fire Extinguishers to be checked annually Regular checks made to ensure escape routes and fire exits are unobstructed Fire escape routes adequate for the number of people occupying the area	Low Risk
Legionnaires Disease	General Public		Showers no longer used and drained down and isolated and therefore legionella risk removed Item 115/26 paragraph 3 Minutes 15 th June 2026 Playground Inspections Dobhole Lane Therefore, Risk Assessment 1011 is no longer valid and not required	
Electrical Safety	General Public	High Risk	Electrical check to be carried out on the fixed electrical installation by a qualified electrical contractor every five years. Portable Appliance Testing to be carried out annually on all electrical equipment that has an electric plug and flexible cable	Low Risk

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Risk Assessment Number 1010	Organisation Name Smalley Parish Council		Page 1 / 3
Person who completed this assessment (Name and Title)	Assessment Revision Date 11 June 2026		
Define the Task / Equipment / Area Pavilion/Changing Rooms Dobholes Lane Fire Risk Assessment	Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Control of Substances Hazardous to Health 2002 The Regulatory Reform (Fire Safety) Order 2005 Electricity at Work Regulations 1989 The Equality Act 2010 (Disability) Regulations 2010		
Date of assessment 11 June 2026			
Maximum Number of People 30	Sources of Ignition Electrical fixed fire and tubular heaters	Fixed electrical check completed 5 Yearly Date of Last check	
Position Ground floor	Sources of Fuel Electricity	Fire Extinguisher check completed Annually Date of Last check	
Who will call the Fire Service	Sources of Oxygen Air entering the premises when the entrance door is open	Responsible Person	
		Potable Appliance Testing Annually Date of Last check	
Evaluate	Who might be harmed and how?	General Comment Remove reduce and protect from Risk	
General Description of area covered by this Fire Assessment	General Public	The area is self-contained building and consists of two entrances that give access to the changing room facilities When entering though the main access door on the left-hand side is the visitors' changing rooms and on the opposite side of the main corridor is the kitchen which accommodates fitted units electrical fuse box and portable hot water boiler and electric kettle. Further down the corridor on the left is the official's changing area and on the opposite side of the corridor is a disabled toilet and at the end of the corrido on the left is the home team changing room which has similar layout to the visitors changing room and on the opposite side to the home changing room is a second toilet. At the end of the corridor is the second Fie Exit door (with push to open emergency exit arrangement) The building is constructed of brick work with tiled roof Dimensions 6.0m x 9.9m	
Evaluate the risk of fire occurring	General Public	<u>Sources of ignition.-</u> Fixed heaters in changing rooms, tubular heaters in toilets and fixed fan heater in the officials' changing room plus processes that may undertake in the kitchen <u>Electrical Installation.-</u> To be inspected every five years <u>Smoking materials.-</u> Not to be used in the area No smoking signs to be installed in the changing rooms and kitchen and corridor <u>Portable Heaters.-</u> Non used	

RISK ASSESSMENT

Risk Assessment Number 1010	Organisation Name Smalley Parish Council Page 2 / 3	
Evaluate the risk to people from a fire starting in the premises	General Public	<u>Knowledge of Fire</u> Considered to be lower risk(Page 63) A fire will only start with the deliberate use of smoking materials in the changing room or if the fixed heaters in the changing rooms develop a fault or are covered by a flammable material whilst in use A fire could start in the kitchen if electrical items develop a fault and therefore only current PAT equipment are to be used If electrical equipment is used it must be supervised at all times Cleaning must be completed after each activity session and the whole of the building should be checked to ensure all electrical equipment and lighting are switched off
Remove or reduce the hazards that may cause a fire	General Public	<u>Keep sources of heat and sparks apart.</u> - Sources of heat and sparks have been discussed previously, there are no current sources <u>Can a fire be started deliberately.</u> - Only if access is gained unlawfully by the breaking of windows or smashing of the access doors <u>Is fuel available to deliberately start a fire.</u>- Non available
Description of Fire Escape route	General Public	<u>Notices and Plans.</u> - No Smoking and Fire Action notice to be installed <u>Fire Extinguishers.</u> - 1x 6ltr Water and 1x 2kg Carbon Dioxide complete with floor mounted stand and complete with ID signs. To be maintained by a competent person annually (page 56)(Building 59.4m²) <u>Lighting checks.</u> - Lights to be checked to ensure they are in working order before an activity session. Checks are to ensure lights are switched off after an activity session. Lights that do not illuminate are to be investigated. If a replacement bulb is required this can be replaced by the person in charge if he/she has all the equipment available to change the bulb safely, if the problem is not solved by changing the bulb then an approved electrician is to be contacted to investigate the problem further <u>Fire Drill.</u>- To be carried out once a year during a full activity session and the results are to be recorded in writing <u>Fire Escape.</u> - There is two fire escape routes which are at each end of the main corridor and all the other rooms exit onto the main corridor. The maximum width of the corridor is 810mm and the maximum length of the escape route is 12.21m this includes the corridor plus the home changing room. The building will accommodate a maximum of thirty (30) people, and the escape time is estimated to be three (3) minutes (Page63. 64. 65 Table 2) <u>Alarms</u> A self-contained alarm bell and push button system is fitted in the corridor near the entrance door area because of the size of the building this will give warning throughout the building. This system is to be tested weekly (Page 66) <u>Escape Lighting</u> Emergency lighting in the form of bulkhead lights are fitted one per each changing room, two in the corridor, plus one in the kitchen a further escape light is to be fitted above the entrance door and the fire escape door and also on the outside above these doors These lights are to be mains supplied and in the event of an emergency to switch over automatically to a three hour battery arrangement Emergency lighting to be tested weekly. No escape lighting will be required in the toilets or kitchen because of their size less than 8m²

RISK ASSESSMENT

Risk Assessment Number 1010	Organisation Name Smalley Parish Council Page 3 / 3	
Method of warning others there is a fire	General Public	<u>Nominated persons</u> A nominated person that attends all activities will need to be trained in the use of Fire Extinguishers. He/she should also ensure that the premises are kept clean and tidy and all rubbish is removed <u>Calling the emergency Services</u> The nominated person must be in a position to ensure that they can call the Emergency Services quickly when they are required. The nominated person must be aware of the location and address of the premises and must be able to direct the Emergency Services positively. After calling the Emergency Services they must send someone to the main road to direct the Emergency Services to the correct position or do this themselves
Access /Egress	General Public	General access is via the front door and steps this is the main entrance and is also a fire escape route Wheelchair and additional Fire escape access is via a door at the rear of the building which is at the opposite end of the main corridor to the main entrance door
Modifications to Structure	General Public	There is an opening in the brickwork at high level in the wall that separates the Home Changing Room from the Corridor This opening will have to be blocked to stop smoke and flame from transferring from one area to the other if a fire occurs in either of the previously mentioned areas

*Page No's refer to Fire Safety Risk Assessment for Small to Medium places of Assembly The Stationery Office February 2015
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RISK ASSESSMENT

Risk Assessment Number 1012			Organisation Name Smalley Parish Council		Page 1 / 2
Person who completed this assessment (Name and Title)			Assessment Revision Date 11 June 2027		
Define the Task / Equipment / Area Hedge Cutting Equipment			Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Control of Substances Hazardous to Health 2002 (Amended) Provision and Use of Work Equipment Regulations 1998.		
Date of assessment 11 June 2026					
Severity					
Slight			Serious		Major
Medium risk			High risk		Severe risk
Low risk			Medium risk		High risk
Trivial			Low risk		Medium risk
Hazards	Who might be harmed and how?	Current level of risk	Control Measures		Residual level of risk
Personal	Operative	High	Wear PPE consisting of Coveralls, Safety Boots, Gloves Eye Protection, and Hi Viz Vest/Clothing		Low
Defective Equipment	Operative	Medium	Carry out a check on a weekly basis and pay specific attention safety devices such as blade guards and on off switches If machine thought to be defective at any time cease work and arrange for repair Ensure that the machine is serviced and maintained in accordance with the manufactures recommendations		
Improper use	Operative	High	Only trained operatives to use equipment Do not try to cut large stems for which the machine is not design for Use equipment in accordance with manufacturers instruction		Medium
Cuts from sharp blades	Operative	High	Keep blades guarded when not in use Do not hold or carry equipment by the blades Cut away from body at all times Stand on firm level footing to avoid slips which could result from blade injury Do not stretch or over reach as this can cause contact with the equipment's blades If the blades are not working properly cease using the equipment immediately and arrange repair		Medium
Cur debris from trimming	Operative	High	Cut with trimmers from the base of the hedge upwards to avoid clogging of debris Avoid cutting above shoulder height to stop cut debris falling back onto operative Do not cut hedge material above pedestrians or public Remove material from ground to avoid trip hazards		Low

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Risk Assessment Number 1012		Organisation Name Smalley Parish Council			Page 2 / 2
Hot engine parts	Operative	Medium	Keep hands clear of engine and exhaust avoid contact with hot parts		Low
Refuelling and storing petrol	Operative	Medium	Wear gloves when using petrol oil and two stroke mix COSHH assessment required for fuel mix Wear gloves when refuelling equipment Store petrol in a safe jerry can (max size 10lit) Refuel equipment on level ground when equipment is cool and use a funnel or pouring spout on the refuelling can Do not over fill machine Clean up all spillages Carry 1kg fire extinguisher in vehicle when transporting equipment		Low
Noise	Operative	Medium	Report defective equipment and arrange repair Wear ear protection to minimum SNR of 26		Low
Vibration	Operative	Medium	Do not grip handles too tightly Keep core body temperature warm wear gloves to keep hands warm Ensure equipment is maintained to ensure vibration is kept to a minimum		Low
Manual Handling	Operative	Medium	Do not stretch or over reach with the equipment this makes the equipment more difficult to handle Rotate equipment to avoid excessive use of equipment		Low
Injuries to third parties	General Public	High	Carry out work when areas are not busy or congested Do not leave equipment unattended If approached by people or animals switch off equipment immediately		Low
Slips/Trips/Falls	Operative	High	Always wear the correct PPE Report any damage to PPE and Boots immediately Check work area before starting work to identify slips and trips in messy and untidy areas to establish safe routes to get to the work area and avoid clambering or stepping over hazards Maintain an awareness of surrounding areas, taking note of potholes kerbs/edges sloped or stepped areas		Medium
Maintenance and cleaning	Operative	Medium	When cleaning and adjusting equipment wear gloves Competent persons only to maintain equipment Maintenance to be carried out in accordance with manufactures instructions		Low

Risk Assessment Number 1013		Organisation Name Smalley Parish Council			Page 1 / 3
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RISK ASSESSMENT

Person who completed this assessment (Name and Title)		Assessment New Revision Date 6 June 2027		
Define the Task / Equipment / Area Grass Cutting Equipment		Applicable Regulations Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Control of Substances Hazardous to Health 2002 Provision and Use of Work Equipment Regulations 1998.		
Date of assessment 11 June 2026				
Severity				
Slight		Serious		Major
Medium risk		High risk		Severe risk
Low risk		Medium risk		High risk
Trivial		Low risk		Medium risk
Hazards	Who might be harmed and how?	Current level of risk	Control Measures	Residual level of risk
Personal		High	Wear PPE consisting of Coveralls, Safety Boots, Gloves, Face Protection and Hi Viz Vest/Clothing	Low
Defective Equipment	Operative	Medium	Carry out a check on a daily basis and pay specific attention safety devices such as seat switch lift arms and hand brake If machine thought to be defective at any time cease work and arrange for repair Ensure that the machine is serviced and maintained in accordance with the manufactures recommendations	Low
Improper use /unsafe operation	Operative	High	Only trained operatives to use equipment Use equipment in accordance with manufacturers instruction	Medium
Moving Blades and mechanisms	Operative	High	Only trained personnel to use equipment Do not operate equipment unless all guards are in place Never place hands in the area of danger which is the area of the cutting blade or bottom blade Never place hands on cylinder or blade area even during maintenance Never put hands into area between transport locks and cutting units to avoid trapping or pinching injury If cylinder becomes blocked then use push stick or similar to remove material When handling the cutting units generally avoid the blades and potential sharp edges on the unit as a whole	Medium
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Hot engine parts	Operative	Medium	Keep hands clear of engine, drive belts and pulleys hydraulic system and exhaust avoid contact with hot parts even after use If engine overheats put revs into tick over and remove load from engine Do not switch off engine as this may cause engine damage Do not open bonnet until engine has cooled down to avoid coming into contact with hot engine or increasing the risk of fire	Low
Burns from coolant system	Operative	High	Do not remove radiator cap or overflow caps as this could cause injury from boiling coolant	Low
Refuelling and storing petrol	Operative	Medium	Wear gloves when using petrol oil and two stroke mix COSHH assessment required for fuel mix Wear gloves when refuelling equipment Store petrol in a safe jerry can (max size 10lit) Refuel equipment on level ground when equipment is cool and use a funnel or pouring spout on the refuelling can Do not over fill machine Clean up all spillages Carry 1kg fire extinguisher in vehicle when transporting equipment	Low
Noise	Operative	Medium	Report defective equipment and arrange repair Wear ear protection to minimum SNR of 26 Only work during normal working hours if in a noise sensitive area	Low
Loading and unloading	Operative	Medium	Only competent operatives to drive machine at anytime Only load onto standard or beavertail trailers Ensure that tailgate/ramp is secure and does not exceed an angle of 20degrees Ensure tailgate /ramp can easily support the weight of the machine Drive the machine in reverse up the ramp and forward down the ramp Operate the machine slowly and smoothly without sudden movement	Low
Slopes	Operative	Medium	When operating on slopes that are thought to be at 15 degrees or higher conduct a specific site risk assessment to ensure the machine is suitable to maintain the area Do not operate machines above vertical drops, including retaining walls or above busy highways, or steeper inclines Do not over inflate tyres	Low
Injuries to third parties	General Public	High	Carry out work when areas are not busy or congested Do not leave equipment unattended If approached by people or animals switch off equipment immediately	Low
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Slips/Trips/Falls	Operative	High	Always wear the correct PPE Report any damage to PPE and Boots immediately Check work area before starting work to identify slips and trips in messy and untidy areas to establish safe routes to get to the work area and avoid clambering or stepping over hazards Maintain an awareness of surrounding areas, taking note of potholes kerbs/edges sloped or stepped areas	Medium
Maintenance and cleaning	Operative	Medium	When cleaning and adjusting equipment wear gloves Competent persons only to maintain equipment Maintenance to be carried out in accordance with manufactures instructions	Low

RISK ASSESSMENT

Person who completed this assessment (Name and Title)		Assessment Revision Date 11 June 2027		
Define the Task / Equipment / Area Litter Picking Operation		Applicable Regulations Health and Safety at Work Act 1974 Highways Act 1980 Management of Health and Safety at Work Regulations 1999 Reporting of Injuries Diseases and Dangerous Occurrences 2013 Control of Substances Hazardous to Health 2002 (Amended)		
Date of assessment 11 June 2026				
Severity				
Slight	Serious		Major	
Medium risk	High risk		Severe risk	
Low risk	Medium risk		High risk	
Trivial	Low risk		Medium risk	
Hazards	Who might be harmed and how?	Current level of risk	Control Measures	Residual level of risk
Personal Protective Equipment	Operative	Medium	Wear PPE consisting of Coveralls, Safety Boots, Gloves and Hi Viz Vest/Clothing and member of the group to carry First Aid Kit and be capable of carrying out simple first aid	
General Operations	Operatives	High	Use the litter picker in a way that bending is kept to a minimum Lift and move items in such a manner that legs are used to bend not your back Do not handle large items, only collect litter that can be put into a rubbish bag Wear appropriate footwear that have ankle support and suitable tread so that slipping is less likely when carry out the activity Where possible carry out the operation on paths and pavements If working in a lane ensure that you are visible to any traffic that may use the lane by having third party on the opposite side to raise awareness to other road users that litter pickers are in the road (this applies especially when working on blind bends) Wash Hands before eating or going to the toilet Do not handle items that could be suspected of being contaminated or are considered to be a hazardous substance Take regular breaks out of the sun at least every two hours and more frequently in extreme temperatures A sun hat and sun cream should be used and keep covered up as much as possible and In foul and cold weather wear suitable waterproof and warm clothing Lone working should not be carried out in areas where traffic is operating Employ Specialist if drug paraphernalia is discovered Any unidentified cans and canisters, oil drums, poisons, insecticides, dead animals, broken glass and condoms should not be handled but reported to the local authority	Medium/Low

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Risk Assessment Number 1014		Organisation Name Smalley Parish Council			Page 2 / 2
Litter Picking Equipment	Operatives	Medium	Before commencing the task ensure that the operative is familiar with the operation of the equipment and it is suitable for his/her use Ensure that the equipment is suitable for the task to be carried out		Low