

Asset	Hazard	Who might be at risk	Risk rating	Action required to reduce risk
<b>Bus Shelters</b>	Tripping on uneven surface	Public	M	Councillors to report any known damage to shelter or area to the Clerk promptly Clerk take necessary action to make area safe. Inspections to be carried out every 6 months
	Injury from damaged shelter	Public	M	Councillors to report any known damage to shelter or area to the Clerk promptly, Clerk take necessary action to make area safe Inspections to be carried out every 6 months
<b>Parish Signs</b>	Sign falling onto someone	Public	L	Councillors to report any known damage or injury to the Clerk promptly, Clerk take necessary action to make area safe Inspections to be carried out every 6 months
<b>Notice Boards</b>	Injury from damaged notice board	Public	M	Councillors to report any known damage or injury to the Clerk promptly, Clerk take necessary action to make notice board safe Inspections to be carried out every 6 months
<b>Meetings – Village Hall</b>	Failing to escape in the case of a fire	Public, Councillors and Staff	M	Fire exits Public informed of action in the event of a fire at the beginning of each meeting – Clerk

	Access around doors and entrances. Risk of: Trip hazards Obstruction	Public, Councillors and Staff	M	Meeting room and access checked prior to the meeting – Clerk
	Burning from hot liquids	Public, Councillors and Staff	L	Serve drinks in sturdy mugs. Throw away broken or chipped mugs/cups
<b>Allotment</b>	Injury when accessing site	Public Allotment holders	M	Requirement for allotment holders to comply with the Rules and Regulations Any problems to be reported to the clerk.
<b>Footpaths</b>	Injury from tripping or falling	Public	M	Regular maintenance of grass on path to increase visibility of hazards on the ground and cut back overgrowing vegetation
<b>Litter and Dog Bins</b>	Injury from damaged litter and dog bin.	Public	M	Councillors to report any known damage or injury to the Clerk promptly, Clerk take necessary action to make dog bin safe Inspections to be carried out every 6 months
	Handling of Contaminated waste.	Public	M	Only employ approved contractors to empty dog bins
	Handling of Contaminated waste.	Public – young children	M	Ensure that the bins have lids, Councillors to report any known damage to the Clerk promptly, Clerk take necessary action to make bin safe Inspections to be carried out every 3 months
<b>Seats and benches</b>	Collapsing Splinters	Public	L	Seats inspected regularly by Councillors Report to Clerk is any damage Clerk will organise removal or repair
<b>Employment</b>	Lone working	Clerk / Public	M	When meeting contractors and members of the public, Clerk to make necessary safety arrangements

<b>Street Lamps</b>	Falling down, damaged poles/columns or bulbs out	Public	M	Visual checks for damage particularly after bad weather Clerk to report to Babergh D.C.
<b>Open Spaces</b>	Slips, trips and falls	Public	M	Regular maintenance of grass is upheld. Contractor will hold log of maintenance. Laisse regularly with Playing Field Committee Condition visually monitored frequently

Risk rating	
L	Low
M	Medium
H	High

<b>RISK ASSESSMENT FOR:</b>	<b>General Risk Assessment for Tattingstone Parish</b>		
<b>Establishment:</b> Tattingstone Parish Council	<b>Assessment by:</b> Simon Page	<b>Signed:</b> Simon Page	<b>Date:</b> 25.March 2021
<b>Next Review Date Due :</b>	<b>Clerk Approval:</b>	<b>Signed:</b>	<b>Date: March 2022</b>

