

RISK ASSESSMENT – FORNHAM ALL SAINTS

ITEM NO	DESCRIPTION	RISK ASSESSED	NOTES
1	VILLAGE SEATS Two outside the Village Hall One on grass outside the Church One near Village Sign One near Moseley's Barn Garden One near entrance to Moseley's Barn (nr litter bin) Memorial Seat – adj to lay-by along Churchyard Wall	Visual inspection	Outside the Village Hall they are secured by chain to deter theft – potential to crush foot if dropped when moved noted. All other seats owned by the Parish Council are bolted down. All seats are insured. The seats outside of the Village Hall were renovated during 2017.
2	BRICK BUS SHELTER on VILLAGE GREEN	Visual inspection	Checked regularly
3	BUS SHELTER on POUND MEADOW	Visual inspection	Checked regularly
4	TREES ON THE GREEN	Visual inspection	Not considered to be a hazard
5	WAR MEMORIAL	Visual inspection	(Replaced in 1970s). This is insured and no hazards have been noted. Cleaned in 2017 prior to Remembrance Sunday.
6	PAVED AREA OUTSIDE MANOR HOUSE	Visual inspection	Keeping this area tidy is the responsibility of the Parish Council and is done with the assistance of a parishioner. The actual flag stones are the responsibility / under the ownership of the PC – the damaged area was reinstated by a contractor and planted up during the months of April / May 2016.
7	PARISH COUNCIL NOTICEBOARDS	Visual Inspection	Installed in 2008. Two are fixed to garden walls of properties – not considered to be a hazard. The largest notice board is fixed to the Village Hall. All three are insured. Works to sticky locks required during Spring/Summer

8	RECREATION FIELD	St Edmundsbury B/Council	<p>Leased to Fornham All Saints Community Council who are responsible for maintaining it.</p> <p>No findings for the field in general</p>
9	CHILDREN'S PLAY AREA	St Edmundsbury B/Council	<p>All of the children's playfield equipment is owned / maintained by the Parish Council.</p> <p>All items are insured by the Council and are regularly inspected.</p> <p>Monthly inspections are carried out by the St. Edmundsbury Borough Council and an independent annual inspection is also carried out with its recommendations acted upon.</p> <p>The Parish Council has erected fencing around the play area to ensure dogs are not allowed to roam freely in this area.</p> <p>It is noted that the Parish Council has had this area included with the Borough Council's Public Space Protection Order (2017)</p>
10	SKATEPARK	St Edmundsbury B/Council	<p>The Skatepark is owned/maintained by the Parish Council.</p> <p>The item is insured and is inspected regularly. Monthly inspections are carried out by the St Edmundsbury Borough Council and an independent annual inspection is also carried out with its recommendations acted upon.</p> <p>No significant findings for the Skatepark at the last inspection.</p>

11	B1106 TOWARDS THE RIVER LARK	Quarterly Assessment	<p>The footway alongside the ditch becomes narrow unless the verge and ditch are regularly cleared and cut back. This is done twice a year by SCC as ownership has been claimed by SCC.</p> <p>Noted that the Golf Club during 2016 cleared this area to improve drainage</p>
12	LITTER BINS Village Green Community Centre Skatepark	Visual inspection	Emptied regularly
13	DOG BINS Pigeon Lane Pigeon Lane (by A1101) Village Green by Moseley's Barn Village Green by Bus Shelter	Visual inspection	Occasionally issues arise with the non-emptying of the bins – flagged up to St Edmundsbury Borough Council with normally good response
14	MEMORIAL GARDEN The Green by the brick wall to the left of Moseley's Barn	Visual inspection	This is maintained by the Parish Council with the assistance of a parishioner
15	VEHICLE ACTIVATED SIGNS Two mobile units sited on approved posts within parish of Fornham All Saints	Regular inspections when signs are moved	Both signs included within insurance schedule.
16	CHURCHYARD WALL	Signed off after inspection in 2016	Repairs were carried out by an approved contractor and with reference to the Diocese in 2015 with further works being carried out in Spring 2016.

Assessment carried out during February 2018 by the Clerk (Mrs V Waples) and Councillor Paul Purnell (Portfolio Holder for Assets) and approved at the meeting of 20th March 2018

Signed(Clerk to the Parish Council)

20.03.2018