



Parish Office
Suite 1
4, The Limes
Ingatestone
Essex
CM4 0BA

Telephone: 01277 353315

Email: office@ingatestone-fryerningpc.gov.uk
www.ingatestone-fryerningpc.gov.uk

Ingatestone and Fryerning Parish Council Risk Assessment – Fairfield and closed churchyards

This Risk Assessment was adopted at a Full Council meeting on 4 April 2019

Description	Risk	Action/Notes
Pedestrian safety	Collision with vehicle in Star Lane, or crossover from Summerfields to Stonegate	Access points are gated and remain closed to prevent incursion and easy pedestrian access to roadway Dog-leg barrier installed in path
Benches and litter bins	Theft, vandalism or damage	Councillors and contractors to check and report issued to Clerk Litter bins to be firmly fixed and visually inspected when being emptied
Grass cutting and grounds maintenance	Members of the public being injured by machinery or debris	Contractor to be fully insured and to undertake visual assessment prior to commencing work and to be aware always of the public nature of the site. If appropriate, area to be cordoned off during work
Paths	Slips and trips	Councillors and contractors to monitor and report issues to the Clerk Hazards to be marked and roped off if possible
Walls and fences	Injury to public due to poor maintenance	Visual checks by Councillors and contractors and issues reported to Clerk for prompt action
Lighting	Inadequate lighting leading to trips / falls	Councillors and contractors to report lighting not working. Clerk to either pass on to ECC or arrange the repair of parish owned lighting
Children's play area	Vandalism Broken glass Graffiti	Play area inspected weekly by the Parish Council, litter-picked weekly by contractors and annually inspected by RoSPA. Faults remedied by the Parish Council
Playing field	Vandalism Broken glass	Contractors litter-pick and inspect weekly Faults remedied by the Parish Council
Skate park	Vandalism Broken glass Graffiti	Contractors litter-pick and inspect weekly Faults remedied by the Parish Council
Whole area	Dog fouling	No dog warden at Brentwood Borough Council Signage and bins in place

Pond area	Drowning	'Deep Water' warning signage in place Paths to be regularly cut and kept clear to prevent, where possible, trip hazards
Two closed churchyards	Leaning headstones Uneven grounds / subsidence	Push Test (terminology) If headstones are at 45-degrees, they are to be laid down, if possible Grounds monitored monthly for evidence of subsidence and appropriate action is taken
Ground	Uneven due to wildlife	Grounds maintained by contractor and cricket club who also carry out safety checks (ie pests, litter etc) The Parish Council is to take any necessary action
Hedges and overhanging branches	Injury	Contractor to take remedial action, as and when instructed by Parish Council
Trees	Breaking/falling	Annual inspection undertaken by qualified arboriculture company and C&E Committee action any works required. Councillors to visually inspect trees and report issues to Clerk Contractor to take remedial action, as and when instructed by Parish Council
Drug use	Injury from sharps	Councillors and contractors advised not to deal with sharps unless they have protective equipment and to report to the police
Site security	Incursion	All gates to remain locked unless in use. Locks to consist of heavy-duty chain and 5 digit combination