

**PAKENHAM PARISH COUNCIL**

**RISK ASSESSMENT**

**September & March Reviews**

<b>Item</b>	<b>Hazard</b>	<b>Persons endangered</b>	<b>Severity 1 to 6</b>	<b>Likelihood 1 to 6</b>	<b>How often Inspected By</b>	<b>Control measures</b>
Bus shelter	Rubbish Vandalism	Public	2 3	1 2	Weekly G Cranmer	Monitor and maintain
Parish notice board x 2	Breakage	Public	2	1	Monthly Clerk	Monitor and maintain
Benches	Collapse	Public	2	1	Bi- annual All Councillors	Monitor and maintain
Salt bins	Sharp edges or contents	Public	2	2	Bi-annual All Councillors	Monitor and maintain
Village sign	Stability	Public	1	1	Monthly Clerk	Monitor and maintain
Church Green Conservation board	Breakage	Public	2	1	G Cranmer Weekly	Monitor and maintain
Allotments	Trips Sharp objects	Allotment holders	3 3	3 3	G Cranmer Weekly	Monitor and maintain

			3	3		
The Dell & Church Green Wood	Fallen Trees Broken Fences	Public	5 4	2 3	Weekly G Cranmer	Weekly inspections + professional 3 year tree assessment
Defibrillator & Cabinet Outside Village Hall	Breakage Not working	Public	5	2	Regularly Cllr Sidebotham & Clerk	Clerk Monitor & Maintain
Defibrillator & Cabinet Outside Water Mill	Breakage Not Working	Public	5	2	Regularly Water Mill Volunteers & Clerk	Clerk Monitor & Maintain
Defibrillator & Cabinet Outside Pavilion	Breakage Not working	Public	5	2	Regularly Pavilion users & Clerk	Clerk Monitor & Maintain
Lawn Cemetery	Fallen Trees Fallen Memorials	Public	5 4	2 2	Regularly Clerk/Cllrs Dorling & Palfrey	3 yr tree ass. + Memorial insp.
Litter Bins Dog Bins	Breakage	Public	2 2	2 2	Fortnightly West Suffolk Council	Monitor and maintain
BT Kiosk x 2	Rubbish Vandalism	Public	2 3	3 2	Cllrs: Sidebotham &	Monitor and Maintain

	Breakage		4	4	Dorling	
Village Signage	Vandalism Breakage	Public	2 2	1 1	Regularly All Councillors	Monitor and maintain
Laptop & scanner	Damage	Clerk	2	2	Clerk	Monitor and maintain
Projector & cable	Damage	Clerk	2	2	Clerk	Monitor and maintain
Gala Tent	Damage	Public/Users	4	3	Volunteers/Village Organisations	Monitor and maintain

Review: 21 March 2024

Next Review: 19 September 2024