



Danbury Parish Council

Resources 24.1.2018

Risk Assessments in Place for the Danbury Parish Council as at 24.1.2018

Financial Risk Assessment reviewed annually by Resources Committee

Risk Assessment for Legionella (Old Pavilion, Robins Nest, Bowling Club and Tennis Club) Completed on 31st May, 2016 last for 2 years or if there are any changes to the buildings.

Lone Workers Policy

Fire Risk Assessment completed For Parish Council in Old School 27.04.2016 any observations completed. Requested new Fire Risk Assessment from Mitie.

Evening Meeting (reviewed December, 2018) No change Jan 2018

Cleaning Duties (Upstairs Downstairs/Winncleaning)

Groundsman Risk Assessments the following have been updated

Chainsaw

Erection and Dismantling Football Posts

Height Restriction Barriers Opening and Closing

Hedgecutting and hedge trimming

Working on the Highway

Handling Sharps

Icy Surfaces – full policy made by Parish Council September 2010 (No change to this policy)

Manual Handling

Mowing/strimming

Robins Nest – Trailer Compound
Storage of Petrol
Storage of Paraffin and Diesel
Working on Paving Stones
Use of Contractors
Use of Vehicles
Vehicle Maintenance Sheets
Erection of Christmas Tree and dismantling

Parish Office Staff

Display Screen Equipment Reviewed August 2015–No change)
First Aid Boxes (Boxes to be checked January, 2018 including Groundsman's)
Use of Gate from Mayes Lane Car Park to Dawson Memorial Field (December 2016 reissued)

Special Events Risk Assessments

Lighting the Beacon
Carols Evening in Old Pavilion (This run by churches 2017)
Litter Pick Risk Assessment (Event not planned for next year)
Salt Gritting by Members of the Public commenced December, 2015 re-issued risk assessment forms to date no snow in 2017.(Volunteers have been updated this year.)
All other sheets reviewed by Groundsman and Clerk during December, 2017.
Risk Assessments also provided by hirers of field including public liability insurance
Reparation Workers under their own public liability there is a risk assessment provided.
Legionella Inspections now being completed by Clearwater in Bowling Pavilion, Tennis Pavilion, British Legion. Procedures currently being updated. New Policy document in place. Mightie completed Legionella assessments in Old School House.
Vibration stickers placed on equipment for Groundsman use as per regulations.

PAT Testing Completed annually and Fire Extinguisher servicing – new labelling fitted December 2017. All testing completed during 2017.