

Kemble Ewen Parish Council  
Risk Assessment

Activity	Potential Hazard	Existing Control Measures	Degree of Risk			Additional Action Required/Comment	Degree of Risk		
			Existing Control Measures				Add Control Measures		
			L'lihood	Severity	Total		L'lihood	Severity	Total
Cemetery	Negative affect to public relations and council image. Injury to visitors.	* Clear, published cemetery rules covering overall layout, grave types and locations, memorial types covering both what is and is not allowed, enforced with sensitivity. * Annual inspection of memorials for stability * Follow correct procedure for removal of memorials. * Adequate insurance reviewed annually	3	5	15				
Closed Churchyard	Negative affect to public relations and council image. Injury to visitors.	* Included within grass cutting contract to ensure regular maintenance. * Annual inspection of memorials for stability * Follow correct procedure for removal of memorials. * Adequate insurance reviewed annually	3	5	15				
Kemble Community Garden	Negative affect to public relations and council image. Injury to visitors.	* Site managed by Kemble Community Garden Management Committee which includes a Parish Council representative. * Site specific risk assessment carried out and reviewed annually by KCG Management Committee * Adequate insurance reviewed annually	3	4	12				
Play Equipment Windmill Road	Damage to equipment. Injury to visitors	* Weekly inspections and reports with a proper decommissioning procedure when needed. * Appropriate insurance reviewed annually. * Quarterly professional checks and advice from appropriate organisation regarding maintenance/repair. * Budget set aside for maintenance of site. * See also COVID risk assessment for this facility	3	5	15				
Other Public Spaces	Misuse	* Annual inspection * Rules for use of facilities e.g. no dogs on playing field, adult supervision in playground (reinforced with appropriate signage at site)	2	2	4				
Fixed assets e.g. War memorial, bus shelter, phone box	Damage to equipment. Injury to public	* Annual visual inspection of all assets on asset register. * Contingency budget held in case of requirement for repairs * Adequate insurance reviewed annually	3	4	12				
Custodian Trustee of Village Hall	Loss of Deeds	Title Deeds held securely. At present this is held by Sewell, Mullens and Logie	1	5	5				