



Thornton-Le-dale Parish Council

Risk Assessment

All Saints Church - Closed Churchyard

This document has been produced to enable the Parish Council to assess risk and ensure adequate steps have been taken to manage risk • This Risk Assessment is a general examination of activities to enable potential risks to be identified. • The Parish Council will take all practical and reasonable steps to reduce or eliminate the risks identified.

This Risk Assessment should be read with reference to the Parish Councils generic risk assessment.

(A separate Risk Assessment has been produced for Thornton le Dale Cemetery)

Subject	Risk(s) Identified	L	S	High, Medium or Low	Management/Control Measures	Review/Assess/Revise
Churchyard	The Churchyard at All Saints Church, Thornton le Dale YO18 7QH was declared a Closed Churchyard by Order made on 09 April 2013				Thornton le Dale Parish Council Inherited Management, Maintenance and Upkeep of the Closed Churchyard on 22 September 2013 by virtue of Sec 215 Local Government Act 1972 Parish Council is a Certified Member of the Institute of Cemetery and Crematorium Management.	Review and update membership accordingly
Policy & Procedure	None compliance with Statutory Regulations will expose the Parish Council to Legal Liability.	1	1	L	The Clerk/RFO & Council Members to 1. Ensure Parish Council maintains its obligations to the Maintenance & Upkeep of the Churchyard. 2. Ensure Maintenance Contractor(s) fully understand the health and safety regulations governing their activities. 3. Ensure separate Parish Council Cemetery Rules & Process for Exclusive Rights of Burial and Internments which comply with the ICCM and adopted by the Parish Council are available for TLD Parish Cemetery.	Current Rules and Rights are adequate and adopted by Council. Policies and Procedures are reviewed annually by the Clerk/RFO/Council.

Uneven or defective path surface	Uneven or defective path surfaces will create a slip, trip or fall hazard to Members of the Public, Visitors, Contractors and Trespassers	2	1	L	Regular Inspections for safety defects to be undertaken by Contractor. All defects to be reported to the Parish Council. Quick response to all reported defects. Temporary warning signs to be erected if necessary.	Regular Site Inspections and Review. Public Liability Insurance Cover
Uneven or defective grassed open areas	Uneven or defective grassed open spaces will create a slip, trip or fall hazard to Members of the Public, Visitors, Contractors or Trespassers	2	1	L	Regular Inspections for safety defects such as obstacles, to be undertaken by contractor. All defects to be reported to the Parish Clerk. Quick response to all reported defects. Grass cuttings swept from walkways, grass cutting.	Regular Site Inspections and Review. Public Liability Insurance Cover
Unstable memorials	Unstable memorials may fall over and cause crush or trap injuries to Members of the Public, Visitors, Contractors or Trespassers.	2	1	L	Inspection of headstones and memorials to be undertaken by Cemetery Committee Members as per ICCM Guidelines	Regular Site Inspections and Review. Public Liability Insurance Cover
Trees and Branches	Any Tree or Branch falling to the ground may cause crush or trap injuries to Members of the Public, Visitors, Contractors or Trespassers.	1	2	L	All trees are inspected in accordance with the Parish Councils Tree Policy. All maintenance work is carried out by a qualified contractor Maintenance work also undertaken when emergency attention is required such as natural damage or bad weather.	Regular Site Inspections and Review. Emergency Site Inspections following damage / weather. Public Liability Insurance Cover
Gates or Fencing	Gates or Fencing not maintained may cause injuries to Members of the Public, Visitors, Contractors or Trespassers.	1	1	L	Inspection of gates and fencing to be undertaken by Cemetery Committee Members as per ICCM Guidelines	Regular Site Inspections and Review. Public Liability Insurance Cover
Dry Stone Boundary Wall	Stone Boundary Walling not maintained may cause injuries to Members of the Public, Visitors, Contractors or Trespassers.	1	1	L	Inspection of Walling to be undertaken by Cemetery Committee Members as per ICCM Guidelines	Regular Site Inspections and Review. Public Liability Insurance Cover

Risk Assessment

Risk Matrix:

Score	Severity / Consequence if Harm Occurs (defined by the nature of the hazard)	Likelihood of Harm Occurring (considers existing controls in place)					
1	Minor: slight / negligible injury or illness requiring first aid treatment only	Low: harm is unlikely to occur (once / 5 years) because appropriate controls are in place					
2	Serious: >7 day injury or illness (as defined by RIDDOR)	Medium: harm will probably occur (once / annum) because controls are incomplete					
3	Major: can cause death, permanent disability or life threatening injury	High: harm is certain / near certain to occur (once or more / month) because of inadequate controls					
Likelihood Severity		1	2	3		Risk Rating	Description (Action & Timescale)
1		Low	Low	Medium		Low	Adequately controlled or minor residual risk. No additional controls required. Monitoring is required to ensure that the controls are maintained.
2		Low	Medium	High		Medium	Minor residual risk / not adequately controlled. Consider need for improved measures to reduce risks as low as reasonably practicable. Efforts to be implemented within a defined time period.
3		Medium	High	High		High	Not adequately controlled- do not start / continue with the activity. Measures urgently needed to reduce level of risk as low as reasonably practicable. Significant resources may be needed to reduce risk.

Signed Chairman..... Date.....