

SWINFEN AND PACKINGTON PARISH COUNCIL

RISK ASSESSMENT

Company Name: **Swinfen and Packington Parish Council**

Date of Assessment: **05 April 2026**

Anticipated Review Date: **05 April 2027 (or straightaway if any major damage/deterioration happens)**

Undertaken by: **Jayne Minor, Parish Clerk**

| Location or Activity | Hazard | Level of Risk | Key Risks Facing the Parish Council | Persons in Danger | Potential Consequences Should Risk Occur | Measures Taken |
|-----------------------------|-------------------------------------|----------------------|--|--------------------------|---|---|
| Using the bus shelters | Slips and trips | Low | | Users | | The bus shelters are routinely overviewed by Parish Council and any problems dealt with on an ad-hoc basis. |
| Using the bus shelters | Cuts from broken glass on the floor | Low | | Users | | The bus shelters are routinely overviewed by Parish Council and any problems dealt with on an ad-hoc basis. |
| Bus shelters | | Low | Damage to the bus shelters | | The need to make good the damage with the potential accompanying cost to the Parish | Regular inspection of the bus shelters. Insurance of bus shelters against |

| Location or Activity | Hazard | Level of Risk | Key Risks Facing the Parish Council | Persons in Danger | Potential Consequences Should Risk Occur | Measures Taken |
|-----------------------------|---------------|----------------------|--|--------------------------|--|---|
| | | | | | Council. Potential claim against the Parish Council | all risks. Potential claim against third party. Annual review of insurance cover. |
| Bus shelters | | Low | Deterioration of bus shelters | | The need to make good the damage with the potential accompanying cost to the Parish Council. Potential claim against the Parish Council. | Annual inspection of bus shelters followed by action should repairs be necessary. |
| Public notice boards | | Low | Damage to public notice boards | | The need to make good the damage with accompanying cost to the Parish Council. | Insurance against all risks. Annual review of insurance cover. |
| Public notice boards | | Low | Deterioration to public notice boards | | The need to make good the deterioration with accompanying cost to the Parish Council. | Annual inspection of the notice boards with repairs undertaken if necessary. |