

# Kingsley Parish Council

Kingsley Parish Council  
The Boardroom  
Kingsley Cemetery  
Hollow Lane  
Kingsley  
Cheshire  
WA6 8EF

[www.kingsleyparishcouncil.org.uk](http://www.kingsleyparishcouncil.org.uk)  
[parish.clerk@kingsleyparishcouncil.org.uk](mailto:parish.clerk@kingsleyparishcouncil.org.uk)

## Risk Assessment - Village Activities

ADOPTED ON 16 JANUARY 2024  
(To be reviewed by January 2025)

### Introduction

The Council has a statutory duty to make arrangements for managing risk. For the safety of councillors, officers, and volunteers, all persons undertaking work to tidy up the village should familiarise themselves with the parts of this risk assessment relevant to any task they undertake and follow the control measures indicated. A first aid kit, alongside a fully charged phone (with good signal coverage), will be available at all times. Any incident (such as damage to property, or a personal injury) should be reported to the parish clerk. This document does not replace a dynamic risk assessment which must also be undertaken.

### Risk Register

Task	Hazard	Likelihood	Severity	Risk	Controls
Painting	Paint splashes to eyes / face and contact with paint on hands / clothes. Products can cause an irritation when in contact with skin / eyes.	3	1	3	<ol style="list-style-type: none"><li>1. Safety glasses should be worn to protect eyes.</li><li>2. Gloves should be worn to prevent skin irritation.</li><li>3. Clothing appropriate to task should be worn.</li><li>4. Skin and clothes should be washed upon completion to reduce risk of skin irritation.</li><li>5. All manufacturer instructions should be followed.</li><li>6. It should be noted the Council will not accept liability for damaged clothing.</li></ol>

Lifting or moving street furniture	Injury to body can occur when lifting and moving heavy objects.	2	2	4	<ol style="list-style-type: none"> <li>1. Lifting of objects shall only be undertaken by those physically capable. This is an assessment that each individual must make for themselves.</li> <li>2. Individuals must ask for help when necessary.</li> <li>3. Gloves and appropriate footwear should be worn at all times - preferably steel toe boots.</li> <li>4. Knees should be bent to avoid back strain.</li> </ol>
Kerbside debris removal.	Roadside vehicles, or vehicles moving at speed could create a risk of injury to person or vehicle.	1	3	3	<ol style="list-style-type: none"> <li>1. Traffic calming measures should be implemented if required.</li> <li>2. Clothing should be worn that is highly visible - preferably hi vis jackets if possible.</li> <li>3. Individuals should not undertake lone working.</li> </ol>
Pruning, digging and weeding.	Risk of injury due to misuse of equipment, or slips and falls.	2	2	4	<ol style="list-style-type: none"> <li>1. Only individuals, with appropriate skills, should operate equipment.</li> <li>2. All equipment should be checked prior to use to ensure it is in good working order by its user.</li> <li>3. All individuals should be familiar with how best to use all hand tools.</li> <li>4. No individuals should use electrical equipment and there should be no trailing electrical leads.</li> <li>5. Appropriate personal protective equipment should be worn at all times.</li> <li>6. Individuals must be aware of all oncoming traffic, and stop using equipment when pedestrians are nearby, or there is a risk that use of the equipment may damage a vehicle or person.</li> <li>7. Persons under the age of 18 should be supervised with an adult.</li> <li>8. Individuals would seek medical assistance if injury occurs.</li> <li>9. Weather conditions should be checked to ensure tasks are safe to undertake and there is limited risk of slipping underfoot.</li> </ol>
Litter Picking	Risk of cuts, contamination and disease. Generally most litter will include food wrappers, and drink bottles (plastic or glass). However, there may also be sharps or animal faeces that could present risks to human health.	2	2	4	<ol style="list-style-type: none"> <li>1. Any sharps should be disposed of in a sharps box.</li> <li>2. Animal faeces should only be handled with disposable gloves and bagged prior to disposal.</li> </ol>

Working at Height (Christmas lights etc)	There is a risk of falling from height and causing injury to self or an other.	2	2	4	<ol style="list-style-type: none"> <li>1. Appropriate, commercial stepladder should be securely stored and available for use at all times.</li> <li>2. Stepladder should be checked prior to each use to ensure it is in good working order.</li> <li>3. Insured contractors will be used for working at heights above 18ft, or specialist work (for example an electrician and a cherry picker would be required to establish a fault with the electrical lamppost connection for the Christmas lights).</li> </ol>
Hot/cold weather conditions.	Extremes of weather can cause sunburn, heat exhaustion, and hyperthermia.	1	2	4	<ol style="list-style-type: none"> <li>1. Appropriate clothing should be worn at all times.</li> <li>2. Regular breaks should be factored into all work.</li> <li>3. Appropriate refreshments should be available, including an adequate clean drinking water supply.</li> <li>4. SPF should be applied.</li> <li>5. A decision should be taken prior to any activity to ensure it is safe to do so in current weather conditions. If the weather becomes too windy, or visibility is poor due to fog/snow, the activity should be postponed.</li> </ol>