

WOULDHAM PARISH COUNCIL RISK ASSESSMENT FORM

RISK ASSESSMENT FOR OPEN SPACES (Rev2)

<u>POTENTIAL HAZARD</u>	<u>EXISTING CONTROL MEASURES</u>	<u>RISK RATING</u>	<u>PREVENTATIVE MEASURES</u>	<u>RESPONSIBILITIES</u>
Mowers, Motor Vehicles	<p>Recreation Ground: Access gate on Knowle Road – Locked. Car Park enclosed by bollards</p> <p>Wouldham Common: None</p> <p>Riverside Open Spaces: Standard barriers installed, Life buoys, Access ladders (PV only)</p> <p>Footpaths: Where practicable, stiles and barriers are in situ.</p> <p>Car Park illuminated via street lights and CCTV to Car Park</p>	5	<p>As Existing Control Measures for all areas with the exception of Wouldham Common (this being accessed by an unmade road and adjacent land owned by various individuals and as such is not under the control of WPC)</p> <p>Contractors to provide Risk Assessments</p> <p>Install Numberplate Recognition Camera to oversee Car Park Solar lights along footpath</p>	<p>Designated Recreational Sub-Committee</p> <p>Clerk to obtain and retain all external Risk Assessments</p> <p>Parish Council</p>
Slips, trips & falls	<p>Staff employed to litter pick all areas. (RA issued)</p> <p>Pathway to the School lit by street lamps</p> <p>Footpaths and open spaces adjacent to the river have standard barriers. Paths adjacent to farm land are set back at a distance from the river</p> <p>Litter bins, dog poo bins, and bottles holders of spare poo</p>	3	<p>Where possible” Safe Walking Routes” are distanced from roads</p> <p>Riverside barriers inspected on a monthly basis</p> <p>Life Buoys and Ladders inspected on a monthly basis</p> <p>Litter bins and dog poo bins emptied by TMBC on a weekly basis</p>	<p>Clerk responsible to ensure Litter Picker is supplied with all equipment and safety wear</p> <p>Highways Committee responsible for checking/reporting street lights are in good order</p> <p>Designated Recreational Sub-Committee to carry out weekly inspections of litter bins, dog poo bins and riverside barriers</p>

March 2026

Play Equipment	bags installed in all areas Monthly check by Recreation committee Annual RoSPA inspection by insurance company		Repairs and maintenance to be carried out in accordance with RoSPA Inspection Report by recommended company	Clerk to arrange repairs and maintenance as instructed
Picnic Tables and benches	Monthly inspection by Recreation Committee		Repairs and replacement to be carried out as and when required.	Clerk to arrange repairs and maintenance as instructed
Fire Pit (Wouldham Common)	Signage instructions to ensure fires have been extinguished before vacating the area	5	Area to be inspected on a monthly basis. Report any damage	Designated Recreational Sub-Committee
Horse Riders / Cyclists	Designated Bridleways are signposted No Cycling Sign on Safe Walking Routes	3	As Existing Control Measures	Clerk responsible for obtaining all signage.
Trees	Annual inspection by TMBC inspector	2	Trees and surrounding area to be checked monthly and any concerns to be reported	Designated Recreational Sub-Committee
Date Reviewed/agreed: 3.3.26 min 12.4		Signed: _____ Print: _____		
Review date: 18/02/2027				

Approved: 3.3.26 min 12.4