



Activity	Hazard	Person at Risk	Risk Level	Control Measures	Risk Level after Control Measures
Benches	Risk of injury from defective benches	Members of the public	Low	Monthly inspections carried out by the Clerk. Repairs to be carried out in a timely manner or item removed. Warning signs erected as necessary. Hazard warning tape installed to highlight areas of concern. Cordon area to prevent use where necessary.	Low
Covid - 19	Risk of Illness/Contamination	Members of the public	Medium	Attendance at funerals carried out by the Clerk to ensure guidance is adhered to. Continue to adhere to current Government guidance regarding attendee numbers at graveside funerals. Advisory signage installed at entrance and exit for visitors to the Cemetery. All visitors to the cemetery to keep 2 metres away from all other visitors from different households. Consider wearing face coverings.	Low
Defective Surfaces	Risk of injury – slips trips and falls	Members of the public	Medium	Monthly inspection carried out by the Clerk. Repairs to be carried out in a timely manner. Fortnightly grass cutting. Warning signs erected as necessary. Hazard warning tape installed to highlight areas of concern. Cordon area to prevent access where necessary.	Low
Dog Fouling	Risk of illness/ill health	Members of the public	Medium	Monthly inspection carried out by the Clerk. Weekly/Fortnightly attendance by Parish Council contractor. Fortnightly grass cutting. Dogs must remain on a leash and dog waste cleared immediately by owner.	Low

<b>Excavation/Grounds Work and Grave Digging</b>	Risk of injury – injuries to back, sprains, strains, musculoskeletal injuries, cuts and bruises, slips, trips and falls. Infectious Disease Control	Members of the public, Contractors and Employees of Funeral Directors	Medium	Clerk ensures the use of approved and competent contractors and Funeral Directors only. Contractors and Funeral Directors will be liable for their own risk assessment and Health and Safety Management to protect employees and members of the public. Cordon off areas whilst work is taking place to prevent access to area by members of the public. Grave plots to be boarded after digging but before interment.	Low
<b>Gates – Entrance and Exit</b>	Risk of injury and entrapment	Members of the public	Medium	Monthly inspections carried out by the Clerk to include gate mechanisms and padlocks. Padlocks to be oiled frequently. Repairs to be carried out in a timely manner. Use of additional locks to prevent opening and closing whilst defective and warning signage/hazard warning tape used where appropriate.	Low
<b>Litter/Glass</b>	Risk of injury – cuts, abrasions	Members of the public	Low	Monthly inspections carried out by the Clerk. Weekly/Fortnightly attendance by contractor. Litter pick as required.	Low
<b>Memorial Inspection</b>	Risk of injury – cuts, bruises, crush injuries	Members of the public, Staff, Councillors, Contractors	Medium	Memorial inspections (hand checks) to be carried out on a 5 year rolling program by the Clerk to ensure stability. Monthly inspections carried out by the Clerk. Owner of memorial to be notified of hazardous memorial immediately. Memorial to be laid flat whilst arrangements are made and signage attached. Works to Memorials will be carried out by NAMM or BRAMM registered Stone Masons.	Low
<b>Operating Equipment</b>	Risk of injury to operatives – cuts, burns, smoke inhalation, foreign bodies in eyes	Operatives/Contractors	High	Machine operated equipment must only be used by authorised contractors. Members of the public are not permitted to use any machine operated equipment whilst on site. Contractors should have their own Lone Working Policy in place before works are carried out.	Low

Traffic Accidents	Risk of injury/damage to vehicles	Members of the public, Staff, Councillors, Contractors and Funeral Directors	Low	A one-way traffic system in place at the Cemetery and must be adhered to at all times. Only vehicles may enter the Cemetery if an occupier is on Cemetery business and shall on do so on the carriageway. Vehicles must not exceed 5mph Vehicles must not obstruct pathways or carriageway.	Low
Trees and Woodland	Risk of injury from falling branches/trees	Members of the public	High	Monthly inspections carried out by the Clerk. Duty of Care Tree Inspection to be carried out once every four years and reviewed bi-annually on trees within Parish Council maintained land. Works to trees to be carried out in a timely manner according to the risk identified. Warning signs erected as necessary. Hazard warning tape installed to highlight areas of concern. Cordon area to prevent close proximity where necessary.	Low
Vegetation	Risk of injury/illness from stings, poisoning, cuts, allergic reactions	Members of the public	Medium	Monthly inspections carried out by the Clerk. Fortnightly grass cutting. Hazardous vegetation removed and/or cut well back.	Low
Weed killing on Footpaths	Risk of illness - chemical burns, inhalation, ingestion	Members of the public and Contractors	Low	Clerk ensures the use of approved and competent contractors. Contractors will be liable for their own COSHH assessment and control. Cordon areas after weed killing where advised.	Low

Locations: Newtown Linford Cemetery, Groby Lane, Newtown Linford, Leicester, LE6 0HH  
All Saint's Closed Churchyard, Bradgate Road, Newtown Linford, Leicester, LE6 0HE

Risk Assessment carried out by: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Review: \_\_\_\_\_ Comments: \_\_\_\_\_

Risk Assessment to be reviewed annually and approved at the Annual Meeting of the Parish Council in May of each year.

RISK RATING	ACTION REQUIRED
Low – Possibility of minor injury only	No further action
Medium – Possibility of significant injury	If it is not possible to lower the risk further, consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
High – Possibility of serious injury/fatality	Identify further controls to reduce the risk rating.