

Draycott and Church Wilne Parish Council Cemetery - Risk Assessment

Activity	Potential Hazards	Risks posed	Control Measures	Risk Level High (H), Medium (M), Low (L)	Additional measures
Driving – Lawn mowers, mechanised diggers, Contractors vehicles	Accidents from moving vehicles	Injury to operatives or members of the public	Only authorised vehicles allowed in the Cemetery (ie those required at the time of a burial or to prepare for the same)	L	Contractors will be responsible for their own risk assessment to protect their employees and members of the public
Operating equipment i.e. Grass and hedge cutting and mechanised diggers	Fire or operating accidents	Injury from burns/cuts/foreign bodies in eyes/smoke inhalation or ingestion/cuts and scratches	The Parish Council employs reliable and competent contractors and grave diggers and uses Funeral Directors who are members of the National Association of Funeral Directors	L	Contractors or Funeral Directors will be responsible for their own risk assessment to protect their employees and members of the public

Draycott and Church Wilne Parish Council – Cemetery Risk Register
 Adopted November 2018. Last review and adoption May 2021. Next Review May 2022

Excavations/ grave digging	Falling, tripping, injuries to back, sprains, strains, muscoskeletal injuries, cuts, bruises.	Injury to members of the public and employees of contractors.	The Parish Council has appointed a preferred supplier (Nigel Wilford) to ensure competency is maintained for all graves.	L	The preferred supplier (Nigel Wilford) will be responsible for his own risk assessment to protect members of the public in accordance with the signed agreement.
Burial or internment Service	Falling, tripping, sprains, strains, injuries, cuts, bruises from falling on uneven ground.	Injury to members of the public, Clergy and employees of funeral directors	The Parish Council uses Funeral Directors who are members of the National Association of Funeral Directors	L	Contractors or Funeral Directors will be responsible for their own risk assessment to protect their employees and members of the public during a burial service. The sexton will be onsite during the service to ensure that the grave is safe and upon the finish of the internment, fill the plot.
Memorial Inspection	Cuts, bruises or crush injuries	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Memorials to be hand checked once every 5 years by qualified personnel	M	A number of Parish Councillors and the clerk have undertaken the training and are qualified to test. Any changes to testing procedures will be notified via ICCM to full council.

Weed killing	Chemical burns/breathing problems	Injury to members of the public, Clergy, contractors and employees of funeral directors.	The Parish Council ensures that this function is carried out professionally by competent contractors	L	Parish Council to delegate this to appointed grass cutting contractors
Village Seats	Wooden seats are subject to weather deterioration and damage by visitors	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Seats are regularly inspected, and any remedial action undertaken to ensure the seats are maintained in a sound condition	L	All new seats will be made out of recycled plastic material
Trip or injury on paths	Visitors may be injured if they trip over objects	Injury to members of the public, Clergy, contractors and employees of funeral directors.	We carry out regular working parties to ensure paths are maintained in a safe manner	L	
Boundary Fences Damage	Wooden fences are subject to weather deterioration and damage by visitors	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Fences are regularly inspected, and any remedial action undertaken to ensure the fences are maintained in a sound condition	L	

Falling tree branches	Visitors may be injured by falling branches	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Regular inspections of the trees are carried out by an approved arboreal specialist and committee members	L	Annual inspections by Arboreal expert. Visual checks each visit by Committee Members and Dirty Wellies Contractor
COVID-19	Infection of Coronavirus	Transmission of infection	Adhere to the current government rules on the amount of mourners at the Cemetery	H	Re-iterate the rules to all Funeral Directors and Sexton to stand a distance away until mourners have left the Cemetery. Ensure that any rule changes are adhered to