

Draycott and Church Wilne Parish Council Cemetery Memorial Inspection - 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 mechanised diggers, pulley systems	Fire or operating accidents	Injury from memorial / diggers	The Parish Council employs reliable and competent contractors and BRAMM registered stone masons	L	Contractors will be responsible for their own risk assessment to protect their employees and members of the public

Memorial Inspection	Cuts, bruises or crush injuries	Injury to parish councillors / staff /contractors and members of the public	Memorials to be hand checked once every 5 years by qualified personnel	M	Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspection Training to undertake memorial inspections
Visual Inspection of the Memorial	Tripping, crushing from the memorial falling	Injury to parish councillors / staff /contractors and members of the public	Inspectors to check the ground and surrounding area prior to the visual inspection	L	Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspection Training to undertake memorial inspections
Physical Inspection of the memorial	Tripping, crushing from the memorial falling	Injury to parish councillors / staff /contractors and members of the public	Memorial Inspection programme in place. Regular checks of memorials prior to internments by the clerk Loose materials staked and banded where possible	M	Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspection Training to undertake memorial inspections Wear PPE – Steel toe caps

Manual handling	Muscle / Back Strain	Injury to parish councillors / staff /contractors and members of the public	Remember to carry out visual inspection first – if it looks unsafe ensure another inspector works with you to perform the physical inspection. Always stand to the side of the memorial Do not attempt to stop a memorial which is falling Refer to 1CM026 manual handling code of guidance	M	
COVID-19	Infection of Coronavirus	Transmission of infection	Adhere to the current government rules on social distancing	M	One person to perform the stress test, the other to record the results whilst standing the required distance apart