

Breaston Parish Council
Cemetery & St Michael's Church yard
Risk Assessment

| Activity | Potential Hazards | Risks posed | Control Measures | Risk Level High (H), Medium (M), Low (L) | Additional measures |
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| Driving – Lawn mowers, mechanised diggers, Contractor's vehicles | Accidents from moving vehicles | Injury to operatives or members of the public | Only authorised vehicles allowed in the Cemetery (i.e., 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 |

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| Excavations/ grave digging | Falling, tripping, injuries to back, sprains, strains, musculoskeletal injuries, cuts, bruises. | Injury to members of the public and employees of contractors. | The Parish Council has appointed a preferred supplier (Ross Miller) to ensure competency is maintained for all graves. | L | The preferred supplier (Ross Miller) will be responsible for his own risk assessment to protect members of the public. He uses steel shoring manufactured especially for use in wet conditions where collapse is likely. The best efforts will be made to ensure that there is only one open grave on site at a time. The hole will be covered by boards and the area surrounded by warning barriers and signs to prevent access to the area. Open graves to be attended or checked regularly until backfilled. Barriers and signage to be checked by the Maintenance Officer or designated person prior to any public access (e.g. before a service). |
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| 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 |
| 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. With regular visual inspections carried out by the maintenance officer. | M | Parish Council to make arrangements with an outside contractor when due. The Clerk and Maintenance Officer have both had training on Memorial Inspection and now carry out the work |
| 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 who operate within COSHH requirements |

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| 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. | Benches are regularly inspected, and any remedial action undertaken to ensure the seats are maintained in a sound condition | L | |
| 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 inspections to ensure paths are maintained in a safe manner. Signage is installed to warn of uneven surfaces. | L | |
| Boundary Fences/Hedges/Gates Damage | All boundary treatments are regularly inspected for damage. Wooden fences (are owned by neighbouring properties) 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 issues are reported to the property owner. Hedges are maintained by the grounds maintenance contractor. Gates and metal fencing are inspected for signs of wear and rusting. | L | Contractors are responsible for their own risk assessment to protect their employees and members of the public. Caretaker reports any issues to the Clerk for action. |

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| 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 | L | Annual inspections by Arboreal expert. Visual checks weekly by Maintenance Officer |
| Chapel | Slips, trips, falls and associated injury | Injury to members of the public, clergy, employees of funeral directors. | Regular inspections of the interior and exterior of the chapel are undertaken by the Clerk and Caretaker | L | Remedial action is taken for any issues found. |
| Use of electrical equipment | Electric shock / fire from faulty electrical equipment | Injury to members of the public, employees, councillors, Employees of Funeral Directors | Annual PAT testing of all electrical items. Three yearly inspections of the electrical system undertaken by qualified electricians. | L | Users of the Chapel generally Funeral Directors are responsible for their own risk assessment. |
| Fire Risk | Fire/Smoke inhalation. | Injury to members of the public, employees, councillors, Employees of Funeral Directors | Fire exits are shown on notice in the chapel. | L | |

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| Manual Handling | Lifting heavy loads | Musculoskeletal injuries Maintenance Officer Stone Masons, Gravedigger. (all covered by their own risk assessments) | The maintenance officer manages litter clearance on site by loading rubbish from the basket bins into separate litter bags and moving to the collection point, in order to reduce the weight of bags. | L | |
| Ice, High Winds, Flooding | Slips, falling objects | All | Weather monitoring; gritting. A grit bin is located in the old cemetery for use in poor conditions. | L | |