

PALGRAVE PARISH COUNCIL - RISK ASSESSMENT – ASSETS, as at March 2024

Asset	Location(s)	What could go wrong?	How Likely?	Impact?	Consequences?	Mitigation/Action if risk occurs
Bus Shelter &	Manorial Waste	Lack of Maintenance, Physical Damage, Natural Aging, Flyposting	Possible	High	Loss of use	Regular Inspection & Maintenance/ Repair or Replace, Remove Posters Inspected Oct 22. Inside made presentable Autumn 2023. French drains installed around exterior. Roof to be replaced 2024 and additional woodworm treatment applied. The overhanging tree cut back in 2022 to limit damp ingress.
BT Kiosk	Manorial Waste opp Church	Phone stops working, Wear and Tear	Possible	Moderate	Loss of use	Cleaned inside and out 2023. Needs annual clean.to remove cobwebs and wash with soapy water
Dog Bins	Lows Lane, Lion Rd, Upper Rose Lane, Barnaway, PDCC, Millway Lane, lower Crossing Rd nr railway	Lack of Maintenance, Physical Damage	Possible	Moderate	Loss of use	Regular Inspection/Repair or Replace Oct 22 – all in good order. No action required
Fencing & Gates	Cemetery	Lack of Maintenance, Natural Aging, Physical Damage	Possible	Slight	Loss of use	Regular Inspection/Repair or Replace Repairs carried out to the main gate late spring 2023.
Footway Lighting	The Green, Prioory Rd, Lows Lane, Crossing Rd, Upper Rose Lane	Physical Damage, Failure, Life-expired	Possible	Moderate	Loss of Use	Routine Maintenance by Suffolk CC. Replace if damaged, failed or Life-expired by Current Type of Lighting. Inspected annually by SCC and reported back to us.
Gravestones & Memorials	Cemetery, Churchyard	Physical Damage, Decay, Soil Movement, Loosen over Time,	Possible	Moderate	Personal Injury, Property Damage	Regular Inspection/Reset, Repair or Replace, Remove or Re-site
Cemetery granite sign	Cemetery, Churchyard	Physical Damage, Decay, Soil Movement, Loosen over Time,	Possible	Slight	Personal Injury, Property Damage	Regular Inspection/Reset, Repair or Replace, Remove or Re-site Needs a clean with soapy water
Parish Council Notice Board	The Green, Forge Close	Lack of Maintenance, Rain Ingress, Physical Damage	Possible	High	Loss of Use	Regular Inspection & Maintenance/ Repair or Replace, Remove Posters Needs annual clean; ensure doors properly closed to prevent water ingress from overhanging tree. Note this is co-owned with the PDCC
Seating	Cemetery, The Green, Manorial Waste, Lows Lane	Lack of Maintenance, Physical Damage, Natural Aging	Possible	Slight	Loss of Use	Regular Maintenance/Repair, Replace or Write Off 1.Oct 22- the Diamond Jubilee bench near pond : 2 metal supports have come away but main structure is solid and not in danger of collapsing. 2. The Victoria Barber bench on the Manorial waste has been cleaned and restored by the family in 2022. No further action required. 3. The Guy Abthorpe bench on the Manorial Waste cleaned 2023. 4. The Alfie & Charlie bench in the Cemetery needs a good wire brushing, cleaning and a coat of preservative. 5. The G Lembo bench in the Cemetery needs no action. 6. The Lows bench cleaned 2023 and surrounding area cleared.

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Speed Indicator Devices	3 in total at Denmark Hill; Lion Rd and Upper Rose Lane	Batteries stop working due to aging process. Damage due to traffic accidents	Possible	High	Loss of Use	Regular inspection / Repair or Replace Batteries Sept 22 – The Lion Road SID completely refurbished f.o.c. March 2024 – 2 new batteries ordered for Crossing Road SID.
Strimmer	Clr Weston's Garage	Lack of Maintenance, Misuse, Breakdown, Life-expired	Possible	Moderate	Personal Injury, Loss of use	Regular Maintenance, check Users, Safety Equipment/Repair or Replace In good working order 2023.
Trees	Cemetery, Churchyard, Manorial Waste Village Green	Branches falling or Tree uprooting due to Weather or Age, Lack of Maintenance, Physical Damage	Possible	Moderate	Personal Injury, Property Damage	5-yearly Arboricultural Inspection, Regular Maintenance/Arrange for Tree Specialist to carry out works Detailed inspection & report of the trees on the Green carried out March 2023. . No immediate works required. Tree on west bank of pond being cut back 2024.
Village Green	Priory Road	Lack of Maintenance, Physical Damage	Possible	High	Loss of Use	Missing or damaged bollards replaced Dec 22 to enhance its protection from vehicle wear and tear. Ongoing protection plan awaiting final installing 2024
Village Sign	Manorial Waste	Lack of Maintenance, Physical Damage, Natural Aging	Possible	High	Loss of Use	Regular Maintenance/ Repair or Replace 2023 Blacksmith section of sign remade by original artist. Plinth to be made good – delayed until spring / summer 2024 due to wet weather.
Walling & Gates	Churchyard	Lack of Maintenance, Physical Damage, Natural Aging	Possible	Slight	Personal Injury, Property Damage	Regular Inspection & Maintenance/ Secure Area if Safety Risk, Arrange for Specialist Repair Oct 23 – Ivy removed from the Church Wall and weedkiller applied. Churchyard Gates – Repairs carried out 2023. Regular flint work replacement carried out by Palgrave volunteer
War Memorial	Churchyard	Lack of maintenance, Physical Damage, Decay	Possible	Moderate	Personal Injury, Property Damage	Regular Inspection/ Repair or Replace
Village Pond	The Green	Silting up, weed overgrowth	Possible	High	Lose the asset if not maintained	Regular Inspection & Maintenance. Risk assessment suggested. Awaiting possible recommendations from inquest in Spring '23 due to death early December.

Approved by Palgrave Parish Council on 14 March 2024 signed.....[M. Weston] Chairman

