

Barns Green Village Green – Generic Risk Assessment

Areas assessed: Village Car Park, Village Green, Trust Equipment Shed and surrounding areas, and Jubilee Field

Areas **NOT** assessed: Village Hall and adjacent car parking area, Children's play area, Tennis Club, Barns Green Sports and Social club building and adjacent car parking area.

All sports clubs, Barns Green Village Hall and Barns Green & Itchingfield Sports and Social club to carry out their own risk assessment, assessments should be reviewed at least annually, or after accidents, near misses and when significant changes in personnel or event practices occur.

Accidents and incidents reported under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) <http://www.hse.gov.uk/riddor>

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Risk No	What are the hazards	Possible Effects/Harm	Detail Existing Controls	Detail Further Action Required to Reduce Risk	Action by When	Date of inspection	Inspection by whom
1	<p>Slips, trips, falls and other accidents</p> <p>e.g. injuries arising from slips, trips and falls from uneven ground or obstructions</p>	<p>Where a group of people may be affected differently, for example young people or expectant mothers, identify the separate effects/harm and risk rating.</p> <p>Members of the public and runners may suffer injuries such as fractures or bruising if they slip or trip</p> <p>e.g. trips on uneven surfaces</p>	<p>Provide details of control measures already in place. If measures are detailed in other documents, state where.</p> <ul style="list-style-type: none"> Fields to be inspected on a regular basis to ensure any hazards are identified and repaired as necessary Sports Clubs are responsible for provision of First Aid equipment and First Aiders Defibrillator available in Red 'Phone Box' near entrance to Social Club 	<p>Note the action required, responsible person.</p> <ul style="list-style-type: none"> Sports Clubs required to inspect area of play before training or commencing games to identify any hazards and if possible remove them or mark them. Sports clubs and general public to make committee aware of dangerous areas. 	Annually	17/06/2024	JMMH/BW/ IMcB
2	<p>Vehicle movements (Car Parking)</p>	<p>Pedestrians could suffer serious injury if struck by cars entering / leaving the car park or moving on it.</p>	<ul style="list-style-type: none"> Entrance / exit to car park is clearly marked For large events, parking controlled by marshals wearing high visibility vests Car park is well lit 	<ul style="list-style-type: none"> Parking bays are well marked Vehicle route clearly identified with diagonal lines All clubs and facilities to consider whether they need to control car parking Limit to the number of parking spaces available Electricity to be tested every five year 	Annually	19/06/2024	JMMH/BW/ IMcB
3	<p>Vehicle movements (near the play area)</p>	<p>Playground area has fencing to break the run of a child onto Munttham Drive</p>	<ul style="list-style-type: none"> Children are more likely to be supervised within this area 	<ul style="list-style-type: none"> Village trust to carry out regular inspection of fencing and access gates Play area is covered under a separate risk assessment carried out annually by Worksloads. 	Village Hall	May 2023	JMMH/BW/ IMcB
4	<p>Physical Hazards present around field</p> <p>e.g. cracked ground in</p>	<p>Users of the village green and Jubilee Field may suffer injuries such as fractures or bruising</p>	<ul style="list-style-type: none"> Regular checks to be carried out by the field committee Any major divots that appear and are deemed hazardous to be filled with soil to maintain even surfaces 	<ul style="list-style-type: none"> Sports Clubs required to inspect area of play before training or commencing games to identify any hazards and if possible remove them or mark them. 	Six Monthly	17/06/2024	JMMH/BW/ IMcB

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	<p>sustained dry weather, raised manhole covers or rabbit hole</p> <p>Posts and rope around wicket on cricket square, or any ground under repair</p>	<p>e.g. trips on uneven surfaces</p> <p>Public / children but mostly visitors to village. Possible injury by tripping or falling</p>	<ul style="list-style-type: none"> Ground around manholes to be kept filled Local people should be aware that the square is roped off when not in use, visitors however may not be conscious of its presence and in poor light could be an issue. 	<ul style="list-style-type: none"> Sports clubs and general public to make committee aware of dangerous areas Regular inspection and repairs as necessary Only possible problem is low lighting levels but not on main thoroughfare and Green is not lit through choice Wicket is cordoned off with orange fencing during winter months 	<p>Six Monthly</p>	<p>17/06/2024</p>	<p>JM/MH/BW/ IMcB</p>
5	<p>Cricket nets / Posts</p>	<p>Public / sports players / visitors</p>	<ul style="list-style-type: none"> Posts and safety nets are erected by Cricket Club in front of childrens play area at full height throughout cricket season. (#4) Moveable cricket training nets to be secured safely from public rights of way Safety Nets in front of The Village Hall are erected before the start of the Cricket Season and taken down at the end of season by members of The Village Hall Committee 	<p>Annually</p>	<p>17/06/2024</p>	<p>JM/MH/BW/ IMcB</p>	
7a	<p>Basketball post, nets and surround</p>	<p>Possible injury to users. e.g. trips on uneven surface</p>	<ul style="list-style-type: none"> Regular inspection of equipment Regular inspection of playing surface 	<ul style="list-style-type: none"> Carry out periodic check and repairs as necessary 	<p>Annually</p>	<p>17/06/2024</p>	<p>JM/MH/BW/ IMcB</p>
8	<p>Litter bins</p>	<p>Public / sports personnel using pavilion / youth could suffer wasp stings or cuts from glass</p>	<ul style="list-style-type: none"> Enclosed bins are emptied regularly by HDC 	<ul style="list-style-type: none"> No further action required 	<p>Weekly by HDC</p>	<p>17/06/2024</p>	<p>JM/MH/BW/ IMcB</p>
9a	<p>Used needles</p>	<p>Injury to individuals through possible HIV or Hepatitis infection</p>	<ul style="list-style-type: none"> Regular inspection Safe litter picking procedures Safe disposal procedures 	<ul style="list-style-type: none"> Member of the trust to be informed immediately 	<p>Regularly</p>	<p>17/06/2024</p>	<p>JM/MH/BW/ IMcB</p>

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10	Debris, litter, stones	Could cause trips or be thrown up by mower blades	<ul style="list-style-type: none"> Clear any debris before starting work. Make sure paths are free of debris such as grass clippings after work. 	<ul style="list-style-type: none"> No further action required 	Weekly when grass cutting	17/06/2024	JMMH/BW/ IMcB
11 (#1)	Trees e.g. low branches, falling limbs or tripping on roots	Members of the public, sportsmen and women and maintenance workers could suffer fractures, bruising, facial or head injuries	<ul style="list-style-type: none"> Ensure trees are regularly checked and any work required is carried out. (5) When required to mow under low branches groundsmen should take extra personal safety precautions 	<ul style="list-style-type: none"> Use of hardhats and safety glasses to be worn 	Annually or prior to works	17/06/2024	JMMH/BW/ IMcB
12	Work at height e.g. tree cutting	Anyone working at height could suffer injury, possibly serious should they fall	<ul style="list-style-type: none"> Qualified tree surgeons to be always used. Suitable warning signage to be erected to warn public Create a safe working zone 	<ul style="list-style-type: none"> Advanced warning that tree works are to be undertaken 	Annually or prior to works	17/06/2024	JMMH/BW/ IMcB
13	Fencing (#6) & (#7)	Damage or injury to third party	<ul style="list-style-type: none"> Condition of fencing around the green to be regularly inspected and appropriate repairs carried out 	<ul style="list-style-type: none"> Carry out periodic check and repairs as necessary 	Annually	17/06/2024	JMMH/BW/ IMcB
14	Benches	Damage or injury to third party	<ul style="list-style-type: none"> Condition of public benches to be regularly inspected and the appropriate maintenance undertaken 	<ul style="list-style-type: none"> Carry out periodic check and repairs as necessary 	Annually	17/06/2024	JMMH/BW/ IMcB
15 ⁵	Field maintenance	Potential injury to maintenance workers and public	<ul style="list-style-type: none"> Warning signs to be erected when work is in progress Workers to wear suitable PPE when carrying out maintenance within the field 	<ul style="list-style-type: none"> Personal Protective Equipment (PPE) to be worn hardhat, glasses, ear defenders, suitable protective trousers when strimming and Hi Vi vest 	Annually	17/06/2024	JMMH/BW/ IMcB
16	Boundary of village green adjacent to roads	Ruts created by cars could be a potential trip hazard for pedestrians	<ul style="list-style-type: none"> Verge between the fence and Sandhalls Road is maintained by West Sussex County Council Verge adjacent to Murrthum Drive inspected regularly by the Trust 	<ul style="list-style-type: none"> Carry out periodic check and repairs as necessary 	Six Monthly	17/06/2024	JMMH/BW/ IMcB

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17	Dog fouling	All users of the village green e.g. Toxocarasis could cause serious illness	<ul style="list-style-type: none"> Dog owners are encouraged to pick up their dog's mess Dog bins are provided at the corner of the village green by the crossroads and by Village Hall/Car Park Enclosed bins are emptied twice weekly by HXC. 	<ul style="list-style-type: none"> Better signage Requested HXC to identify dog bin by Village Hall and Car Park on website. 	Annually	17/06/2024	JMMH/BW IMcB		
18 (P)	Hazardous Vegetation	Children are mostly at risk. However, anyone using the village green could encounter any dangerous plants e.g. severe poisoning, skin reaction and allergy	<ul style="list-style-type: none"> Ensure that anyone carrying out maintenance around the field is aware of potential dangers Organisations that use the facilities to be aware of possible hazards Parents are responsible to make sure their children are always supervised 	<ul style="list-style-type: none"> Trust committee to be made aware of serious incidents attributed to vegetation around trust land Future audit of possible dangerous plants 	Annually	17/06/2024	JMMH/BW IMcB		
19	Machinery and tools	Injuries to operator and public	<ul style="list-style-type: none"> Users to be proficient in the use of the machinery and tools Maintain good awareness of users of the green. Machinery and tools to be stored safely in the shed 	<ul style="list-style-type: none"> Make sure equipment is serviced regularly. Operators are training to use equipment. Insurance cover in place 	Annually	17/06/2024	JMMH/BW IMcB		

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20	Stored equipment	Injures to operator and public. e.g. poisoning, skin reaction and allergy	<ul style="list-style-type: none"> All noxious substances to be used as per manufacturers guidelines All poisonous substances to be safely stored Advise users of the village green that wood jokers have recently been used 	<ul style="list-style-type: none"> Store correctly as per manufacturers guidelines 	Six Monthly	17/06/2024	JMMH/BW/ IMcB
21	Manual handling	Incorrect manual handling is one of the most common causes of injury. Note: manual handling activities, including lifting, lowering, pushing, pulling or carrying	<ul style="list-style-type: none"> musculoskeletal disorders 	<ul style="list-style-type: none"> inform members of the trust if they identify hazardous handling activities. Record any injury to individuals tasked with maintaining the village green. 	Six Monthly	17/06/2024	JMMH/BW/ IMcB
22	Security (#7)	The Village Green is an integral part of our village community, it is there for the benefit of lawful sports and pastimes	<p>Several measures have been put in place over the last few years to deter trespass including:</p> <ul style="list-style-type: none"> Relocating fencing adjacent to Sandhills Road F-old down parking posts Padlocked gates Grass bunds 	<ul style="list-style-type: none"> Need to check that these are working and in good order. Carry out periodic checks to repair areas of potential access JPC to be requested to complete fencing to east of new footpath between Playground and Village Hall 	Six Monthly	17/06/2024	JMMH/BW/ IMcB
23	Electricity substation	Risk of injury or death through electrocution	<ul style="list-style-type: none"> Carry out regular inspection Access to the substation to be maintained at all time Trust to be informed of any vandalism or damage 	<ul style="list-style-type: none"> Immediate notification to SSE Power Distribution (08000 727282 to advise any defect 	Quarterly inspection	17/06/2024	JMMH/BW/ IMcB
24	Pedestrian footpaths	Risk of injury to pedestrians due sporting activities or to players taking part.	<ul style="list-style-type: none"> Playing area boundaries are clearly marked so pedestrians should avoid walking through sports matches/training 	<ul style="list-style-type: none"> Sports Teams must stop activities if pedestrians walk through playing/training areas 	Annual	17/06/2024	JMMH/BW/ IMcB

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Appendix A

Advisory comments	Date advised	Completed @	Next scheduled inspection
#1) The large oak tree stump that has been left by WSCC has introduced a risk. Due to its position adjacent to Sandhills Road and ideal for climbing on could lead to someone falling off. A British Legion "Silent Soldier" has been placed on the top of the stump by the Parish Council with permission of WSCC.	12 th March 2018	17/06/2024	17/06/2025
#2) Some volunteers/members of the Cricket Club maintain the Green, and the Barns Green Cricket Club is effectively rewarded with a deduction on what the annual rate paid to the trust. To that effect the individuals are effectively paid for the work.	12 th March 2018	-	Field committee to periodically check that suitable H&S is in place 17/06/2025
#3) Tree cuttings have been moved in the corner of Jubilee Field. No bonfires to be lit whilst grass is high and dry.	19 th July 2023	17/06/2024	Field Committee must regularly monitor for further fallen branches or cuttings. 17/06/2025
#4) Following an incident in June where a cricket ball landed in Children's Playground, BGCC reviewed their Risk Assessment and considered the risk Low. However Cricket Nets are to be raised to full height and left high for whole of Cricket Season.	6th June 2023	23/07/2023	17/06/2025
#5) Trees noted as growing lower over cricket nets etc but tree surgeon advised that it was not the right time to cut trees so it will be carried out in the autumn.	19/07/2023	TBC	17/06/2025
#6) Children's Playground fence needs repaired and side gate moved to face Green to minimise the likelihood of children climbing the fence. Wicksteed Ltd due to inspect in August.	19/07/2023	TBC	17/06/2025
#7) Boundary fence needs moved and repaired in places. JM to employ Fencer to carry out works.	19/07/2023	TBC	17/06/2025