

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>

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>Something with the potential to harm: hazards listed should be all those present before controls are in place.</p> <p><i>e.g. Injuries arising from slips, trips and falls from uneven ground or obstructions</i></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 . 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. 	<ul style="list-style-type: none"> Sports Clubs required to inspect are 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	12/09/2022	CS/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 Limits to the number of parking spaces available Electrics to be tested every five year 	Annually	12/09/2022	CSIMcB

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3	Vehicle movements (near the play area)	Playground area has fencing to break the run of a child onto Munthum Drive	<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 Wicksteads. 	Annually	12/09/2022	CS/IMcB
4	Physical Hazards present around field e.g. cracked ground in sustained dry weather, raised manhole covers or rabbit hole	Users of the village green and Jubilee Field may suffer injuries such as fractures or bruising e.g. trips on uneven surfaces	<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 Ground around manholes to be kept filled 	<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 Regular inspection and repairs as necessary 	Six Monthly	12/09/2022	CS/IMcB
5	Posts and rope around wicket on cricket square, or any ground under repair	Public / children but mostly visitors to village. Possible injury by tripping or falling	<ul style="list-style-type: none"> 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"> 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 	Six Monthly	12/09/2022	CS/IMcB
6 (#1)	Cricket nets / Posts	Public / sports players / visitors	<ul style="list-style-type: none"> Posts and safety nets are erected by Cricket Club in front of childrens play area on match days. Moveable cricket training nets to be stored 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 		Annually	12/09/2022	CS/IMcB
7a	Basketball post, nets and surround	Possible injury to users. e.g. trips on uneven surface	<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 	Annually	12/09/2022	CS/IMcB

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8	Litter bins	Public / sports personnel using pavilion / youth could suffer wasp stings or cuts from glass	<ul style="list-style-type: none"> Enclosed bins are emptied regularly by HDC 	<ul style="list-style-type: none"> No further action required 	Weekly by HDC	12/09/2022	CS/IMcB
9a	Used needles	Injury to individuals through possible HIV or Hepatitis infection	<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 	Regularly	12/09/2022	CS/IMcB
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	12/09/2022	CS/IMcB
11 (#2)	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. 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	12/09/2022	CS/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	12/09/2022	CS/IMcB
13	Fencing	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	12/09/2022	CS/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	12/09/2022	CS/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	12/09/2022	CS/IMcB

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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 Sandhills Road is maintained by West Sussex County Council Verge adjacent to Munthum Drive inspected regularly by the trust 	<ul style="list-style-type: none"> Carry out periodic check and repairs as necessary 	Six Monthly	12/09/2022	CS/IMcB
17	Dog fouling	All users of the village green e.g. Toxocariasis could cause serious illness	<ul style="list-style-type: none"> Dog owners are encouraged to pick up their dog's mess Dog bin is placed at the corner of the village green by the crossroads Enclosed bin is emptied regularly by HD 	<ul style="list-style-type: none"> Better signage Request HDC provide more frequent emptying of these bins. 	Annually	12/09/2022	CS/IMcB
18 (#1)	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	12/09/2022	CS/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	12/09/2022	CS/IMcB

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20	Stored equipment	Injuries 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 weed killers have recently been used 	<ul style="list-style-type: none"> Store correctly as per manufacturers guidelines 	Six Monthly	12/09/2022	CS/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	12/09/2022	CS/IMcB
22	Security	The Village Green is an integral part of our village community, it is there for the benefit of lawful sports and pastimes	Several measures have been put in place over the last few years to deter trespass including: <ul style="list-style-type: none"> Relocating fencing adjacent to Sandhills Road Fold 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. 	Six Monthly	12/09/2022	CS/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	12/09/2022	CS/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	12/09/2022	CS/IMcB

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Statutory Requirements:

- All operators must be trained in safe working and read this assessment, and others referenced prior to use
- Minimum 5-metre exclusion zone around work area (should have warning signage to warn bystanders)

PPE Requirements:

Dependent on task, Hard hat when working under trees, yellow Hi vis, goggles, protective gloves and ear defenders where required.

Steel toe capped boots (should be encouraged)

Vibration

Carry out vibration assessment before operation.

COSHH: See assessments referenced by this risk assessment for the machine or operation being undertake

Health and safety check carried out by: Name _____ Signature _____ Date _____

Hirers signature _____ Date _____

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Appendix A

<u>Advisory comments</u>	<u>Date advised</u>	<u>Completed @</u>	<u>Next scheduled inspection</u>
#1) Although this will not be to residents liking the large oak tree stump that has been left by WSCC has introduced a major risk. Due to its position adjacent to Sandhills Road and ideal for climbing on could lead to someone falling off and being struck by oncoming vehicles. 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	-12/09/2022	13/03/2023
(#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 as such the trust are liable and should provide the correct PPE and signage	12 th March 2018	-	Field committee to periodically check that suitable H&S is in place 13/03/2023
(#3) Tree cuttings have been burnt in the corner of Jubilee Field. Some cuttings remain to be raked and removed.	17 th September 2021	September 2022	Field Committee must regularly monitor for further fallen branches or cuttings. 13/03/2023