# Ockbrook and Borrowash Parish Council

## Memorial Inspection Risk Assessment

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| Assessor Name: S Kitchener Clerk and RFO | Location: Ockbrook and Borrowash, Derbyshire  | Date: 03/2024 |
| Activities being assessed: Memorial testing in Balmoral Road Cemetery and All Saints Church. | Review date: 03/2025 |  |

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| **Activity** | **Potential Hazards** | **Risks posed** | **Control Measures** | **Risk level:****High (H)****Medium (M)****Low (L)** | **Additional Measures** |
| Memorial Inspections | Cuts, bruises or crush injuries | Injury to Parish Councillors / staff / contractors and members of the public | Memorials to be hand checked every 5 years by qualified personnel | M | The Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspections 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 | The Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspections 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 interments by the Clerk. Loose materials stacked and banded where possible | M | The Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspections 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 inspections first.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 | The Parish Council will only allow Councillors / staff / contractors who have attended the ICCM Memorial Inspections training to undertake memorial inspections.Wear PPE – Steel toe caps |