

St Sampson Parish Council Health and Safety Risk Register

Date: May 2026

Terminology:

- Activity - The use of facility being undertaken.
- Hazard - Something with the potential to cause harm. Harm can be physical, chemical, biological or psychological.
- Control Measures - Actions taken to prevent hazard being realised. Control measures can include such areas as training, supervision, safe systems of work, maintenance procedures, physical measures such as guarding and personal protective equipment.
- Likelihood - the chances of harm occurring on a scale of 1 to 5 with 1 being highly unlikely and 5 being highly likely
- Risk Rating - Multiply the likelihood figure by the severity figure to get the risk rating after the existing control measures have been considered.
- Severity - the level of harm/injury caused by the accident or incident, on a scale of 1 to 5 with 1 being First aid required and 5 being a fatality.

Likelihood (L) × Severity (S) = Risk Rating (RR)

Possible Likelihood	Possible Severity	Rating Action
5 Highly likely	5 Fatality	15-25 Very High Work should not be undertaken without reducing risk
4 Likely	4 Major injury	10-12 High As above
3 Possible	3 Hospital treatment	8-9 Moderate Work fine to continue. Additional controls should be considered
2 Unlikely	2 First aid required	4-6 Low Work fine to continue with existing controls
1 Highly unlikely	1 No injury	1-3 Very Low As above

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Hazard	Risks Identified	Controls in Place	Current Risk Rating			Necessary Further action	Action Party for Further Actions	Action Status
			Likelihood	Severity	Risk Rating			
a. Golant Quay Car Park								
Uneven surface	Tripping hazard	Car park surface is in good condition	2	3	6	Monitor Car Park		
Holes where old metal barriers have been removed	Risk of tripping or of the leg of a child/animal entering hole leading to fracture	Holes filled to ground level	1	2	2			
Icy surface	Slipping risk	Ice at car park is a rare occurrence but has been known at turning bay. During the winter period turning bay permanently wet as fresh water from adjacent spring drains across area. Area is flat, so risk is reduced.	2	3	6			
Dog faeces	Infection from contact	Pick-up notice and bins in place	2	2	4			
Car Park machine	Fault causing injury (e.g. electric shock)	Meter professionally installed, hard wired in place through conduit, and earthed. Machine firmly attached to ground.	1	1	1			

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b. Public Toilet								
Biological contaminants	Lack of cleaning	Regular cleaning carried out by qualified personnel	1	2	2			
Sanitary waste	Inappropriate disposal of Offensive Waste	Safe disposal bins in use, disposed of under cleaning contract	1	2	2			
Low temperature	Freezing damaging pipework and causing flooding	Pipework insulated	1	1	1			
Illness or disability	Person collapsing in toilet	Toilet is signed as an ambulant facility. Some aids for toilet use are provided. As facility is not manned or monitored an alarm is not considered of practical benefit.	2	3	6			
Fault in door lock	Person trapped in toilet	Door locks replaced in 2026	2	1	2			
c. Kayak Store								
Internal storage racking	Collapse of racking	Racks are constructed from scaffolding type pole Racks are visually inspected annually	1	2	2			

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Collapse of external storage racking	Collapse of racking	Racks are constructed from galvanised steel of adequate strength to support kayaks Racks are visually inspected annually	3	2	6	Weld on upper rail on inner side of rack has failed. Rail is securely in place, but required repair	S Hubner	
Falling objects when kayaks are being moved	Kayak falling on person	Kayaks are safely stacked, such that moving one will not dislodge another.	3	2	6			
d. Village Green								
Uneven ground	Injury to person by tripping/falling on playing field	Grass surface Ground movement from successive droughts has resulted in uneven surface, but without potholes or other significant hazards	2	2	4			
Dog faeces	Infection from contact. Contamination of clothing	Pick-up notice and bins in place	3	2	6			

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Football posts or basketball hoop	Equipment falling, causing injury	Football posts are robust plastic construction. Metal net framework firmly pegged to ground. Basketball hoop structure is strong and in good condition. Inspected with playground equipment.	1	1	1			
Christmas tree	Injury from falling tree.	Tree secured to strong post with multiple straps. Tightness of straps checked periodically Scaffolding pole secured to tree and sunk into steel tube in ground	2	2	4			
Christmas tree lights	Electric shock	Tree lights are low voltage 240v supply to transformer uses waterproof sockets. Cable across car park access path is placed under cable protector	1	1	1			

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e. Village Green – Car Parking Aea								
Potholes/Uneven ground	Injury to person by tripping/falling	Gravel surface. Potholes filled as required	3	3	9			
f. Playground								
Equipment failure	Persons injured by failed equipment	Equipment installed is certified to ROSPA standard Regular visual inspection undertaken a minimum of several times a month, with result held centrally Annual inspection against ROSPA standards carried out	1	3	3			
Falling from equipment	Persons injured falling from play equipment	Fall protection in place on slide Grass Matting installed	2	2	4			
Moving equipment (swings)	Person struck by swing	Soft face swings	3	2	6			

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Poor wood surface	Splinters under skin of users	Weekly visual inspections carried out of play equipment. This frequency may be reduced at times of year where there is reduced use of the equipment, if formally approved by the Council.	1	2	2			
Gate into Playground	Finger entrapment	Mitigated by use of self-closing gate compliant with RosPA guidance. Regular inspections are carried out.	2	2	4			
Uneven ground	Injury due to slip or trip	Ground is relatively even with matting in fall areas	2	2	4			
Glass	Cuts from broken glass	Sign stating no glass allowed in playground	2	2	4			
Dog faeces	Infection from contact. Contamination of clothing	Fencing around playground Sign stating no dogs allowed in playground	1	2	2			

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g. Grit Bins								
No grit available when required	Inability of persons to treat icy road surfaces	Level of grit in bins is checked prior to winter period. Council obtains grit to refill bins.	3	3	9			
Hazardous items placed in bins	Possibility of broken glass or needles placed in bins	No instances of hazardous items found.	2	3	6			
h. Benches and Tables								
Bench or table breaking in use	Injury to persons	Benches at Playground and Village Green are inspected as part of regular safety inspection. Benches on Downs are checked during path cutting.	2	2	4			
i. Public Footpaths and Bridlepaths								
Falling branches/trees on Public Footpaths	Person falling due to poor surface or injured by falling tree	Saints Way maintained by Cornwall Council. Other public paths maintained by SSPC under LMP. Additional clearance of Upper Downs path in 2026 under enhanced LMP.	3	3	9			

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j. Signage								
Missing, damaged, illegible or incorrect signage	Person injured through misdirection/misadventure	Increased signage provided on public footpaths in Parish in 2026	2	2	4			
k. War Memorial								
Failure of stonework	Person injured by falling stonework	Stonework is in sound condition. Reviewed as part of Asset Register review	1	3	3			
l. Emergency Situation affecting Village								
Lack of preparedness to respond to emergency	Failure to identify potential emergency situation	Emergency Plan contains risk assessment, identifying credible scenarios that could affect the Parish and appropriate responses.	1	1	1			
Inability to communicate externally during emergency	Power failure affecting communication from response centre in Village Hall.	Backup power supply provided at Village Hall to support internet router and telephone for 24 hours	1	1	1			

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Failure to respond effectively to emergency	Councillors unaware of actions required	Emergency Plan circulated to Councillors	2	2	4			
Hazardous situation requiring response	Person injured during response activities	Emergency Plan defines Emergency Services as prime responders. SSPC to summon assistance from them, and then act as requested. Limitations on activities by Councillors set out in Emergency Plan.	1	2	2			