

Burnham Overy Parish Council

Allotment Health and Risk Assessment

The Parish Council has identified the allotment site as an area of risk. Undertaking monthly inspections of the site is part of the risk management for the site. A Health and Safety Risk Assessment for the site is detailed below.

About the site

The Site is at New Road, Burnham Overy Staithe and assessed through a field gate. Vehicles can be brought onto the site to unload only.

Who is at risk?

Plot holders, visitors including children

General Risk Management

Risks are minimised for site users and visitors through a monthly inspection regime; by displaying the rules and regulations for the site of the Council's website and on the noticeboard adjacent to the allotment entrance; all allotment holders are issued with a copy of the rules and regulations. Any children on the site should be accompanied and supervised at all times by an adult. There should be no play equipment on site. Any pets on the site should be kept under control and on a short leash on the pet owners plot only. Vehicles taken on site must not park and only used to unload. Nothing should be left on the pathways.

What else can be done to minimise risk?

The allotment rules and regulations are reviewed annually. Detail relating to bonfires, structures and trees are in the rules and regulations for the site. Rules and regulations are discussed with allotment holders. Tenants may raise concerns about the management of the site with the Clerk.

The Council undertakes a formal inspection annually which assesses the maintenance of each plot – the standard of its cultivation and the management of the plot.

The Council has a budget for the management of the allotment site. The management of the site is undertaken using allotment fees. Allotment holders are encouraged to follow rules and regulations to minimise additional expense on the allotment, which could in turn be reflected in allotment fee increases.

The Council holds public liability insurance for its allotment site, but tenants must follow the rules and regulations of the site to ensure that risk is kept to a minimum level.

The Council cannot be held responsible for individual plot holders shed and their contents. Plot holders should seek their own insurance for their sheds and the contents of the shed.

The risk assessment is reviewed annually. It is managed by the Parish Council.

Dated.....

Risk Assessment undertaken by the Clerk.