

Bishops Hull Parish Council

ALLOTMENT RISK ASSESSMENT

RISK ASSESSMENT Bishops Hull Parish Council – Allotments at Northfields Carried out by: Helen McGladdery.....			Date of Assessment 24/02/2021 Reviewed ; 22/02/2022 Reviewed: 27/02/2023 Reviewed: 22/04/2024	
RISK ASSESSMENT				
People at Risk				
Allotment Holder/Tenants	Volunteers	Parish Council Representatives	Visitors	Workmen
Common Hazards	Standard Control Measures	Further Action / Comments	Action Level <i>(High / Medium / Low)</i>	Action Date
Slips trips and falls	Maintain paths / mow / keep clear of debris	Take extra care after snowfall, as any objects left on pathways will be hidden.	Medium	
Cuts	Take care with sharp tools remove any broken glass from site. Remove or make safe glass edges on planters.	Wear protective gloves when using sharp tools	Medium	
Broken glass / glass bottles / broken plant pots	Remove from site each allotment tenant will take equal responsibility	Wear protective gloves when handling glass	Low	
Plastic, metal, material and wooden debris	Remove from site as part of general rubbish clearance		Low	

Site specific hazards	What is the danger?	Additional local control measures	Further Action / Comments	Action Level and Date
Allotment plot upkeep	Plot left to become overgrown, uncared for, with abandoned rubbish resulting in an increased possibility of attracting vermin and bringing a bad reputation and unsightly views to the whole site.	Regular onsite checks are carried out by the Parish Council.	Low	
Animals	Bites / Stings / Disease.	No animals to be kept on site without Parish Council's permission. Any tenants who find it necessary to bring their dog onto the site are required to keep them under control and on a lead at all times.	Low	
Bonfires	Bonfires are not permitted.		Low	
Communal pathways	Danger of slips and trips .	To be kept mown and clear of debris. As per the tenancy agreement, at all times tenants should ensure their plants and crops do not overhang onto the pathways causing hazards or obstructions to others.	Medium	
Compost bins	Risk of over filling causing trip hazard, risk of obstruction walkway, risk of bin falling.	Tenant compost bins should be within the boundary of their plot and secured to avoid it falling over.	Low	
Fuel storage	Explosion, fires	Not to be kept on site	Low	
Gates / hedging / fencing / raised beds/bench	Scratches, bruises and other injuries	Regular checks carried out for loose hinges, awkward locks, unsafe structure, ease of use. Hedging to be well maintained by contractor.	Low	

Glass and metal	Cuts and Tetanus	All allotment tenants have a responsibility to remove broken glass immediately, and unwanted metals as soon as possible.	Medium	
Pesticides (weedkillers, fungicides, rodenticides, soil treatments, wood preservers)	Poison and contamination of water supplies / environment	Always follow correct procedures and store these in date items appropriately in their original containers and safely in a shed or storage box.	Low	
Refuse	Slips / trips /disease	Must regularly be removed from site by each allotment holder.	Low	
Stakes, canes and poles	Eye injury or cuts	Allotment tenants should cover protruding ends with can caps.	Low	
Structures / sheds / polytunnels /Bench/raised beds	Collapse, splinters	Regular Inspections (to be) are carried out to bench /raised beds and any defects reported to the Clerk. Tenants responsible for poly tunnels, storage containers/sheds and must be kept in good order	Medium	
Vermin	Diseases / bites	All allotment tenants to monitor continuously and report any significant sightings to the Parish Clerk. Transmittable diseases should be reported to the local Health Protection Team (HPT) by the Parish Council.	Low	
Water storage	Collapse, trips	Rainwater should only be stored in specially designed water butts.	Low	
COMMENTS / ADDITIONAL INFORMATION				
<ul style="list-style-type: none"> ● Each allotment holder responsible for their actions and use of allotment gardens ● Each allotment holder is responsible for their health and safety and the health and safety of others ● All children must be supervised at all times by parents and / or carers ● Continued misuse of allotment gardens or careless actions towards others may result in eviction from the site if deemed necessary by Bishops Hull Parish Council 				
N.B: The main focus of undertaking risk assessments is to identify areas where there is a significant risk, with the requirement to identify and implement controls which will reduce the level of risk to the lowest acceptable level.				

As Assessors (we have) the Parish Council have considered the current and additional controls and consider this activity to have been reduced to a level that is acceptable or as low as is reasonably practicable.

Tenant declaration:

I(insert name) of plot number (s).....(insert plot number)

Acknowledge that I have read the above risk assessment and will take due care to carry out work on the allotments with an awareness to be mindful of the implications my own actions will have on others safety.

Signed.....(insert signature) Date.....(insert date)