

Manea Parish Council Cemetery - Risk Assessment



Activity	Potential Hazards	Risks posed	Control Measures	Risk Level High (H), Medium (M), Low (L)	Additional measures
Driving: Lawnmowers, mechanised diggers, Contractor's vehicles	Accidents from moving vehicles	Injury to operatives or members of the public	Only authorised vehicles allowed in the Cemetery (i.e. those required at the time of a burial or to prepare for the same)	L	Contractors will be responsible for their own risk assessment to protect their employees and members of the public

<p>Operating equipment i.e. Grass and hedge cutting and mechanised diggers</p>	<p>Fire or operating accidents</p>	<p>Injury from burns/cuts/foreign bodies in eyes/smoke inhalation or ingestion/cuts and scratches</p>	<p>Manea Parish Council employs reliable and competent contractors and grave diggers and uses Funeral Directors who are members of the National Association of Funeral Directors</p>	<p>L</p>	<p>Contractors or Funeral Directors will be responsible for their own risk assessment to protect their employees and members of the public</p>
--	--	---	--	-----------------	--

<p>Excavations/ grave digging</p>	<p>Falling, tripping, injuries to back, sprains, strains, musculoskeletal injuries, cuts, bruises.</p>	<p>Injury to members of the public and employees of contractors.</p>	<p>The Parish Council has advised undertakers to ensure contractors to demonstrate competency.</p>	<p>L</p>	<p>The undertaker will use preferred contractors and will be responsible for their own risk assessment to protect members of the public in accordance with the signed agreement.</p>
---------------------------------------	--	--	--	-----------------	--

Burial or internment Service	Falling, tripping, sprains, strains, injuries, cuts, bruises from falling on uneven ground.	Injury to members of the public, Clergy and employees of funeral directors	The Parish Council uses Funeral Directors who are members of the National Association of Funeral Directors	L	Contractors or Funeral Directors will be responsible for their own risk assessment to protect their employees and members of the public during a burial service. The sexton will be onsite during the service to ensure that the grave is safe and upon the finish of the internment, fill the plot.
Memorial Inspection	Cuts, bruises or crush injuries	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Memorials to be hand checked once every 5 years by qualified personnel	M	The Parish Clerk/RFO has undertaken Cemetery Training and is the qualified Cemetery Officer

Weed killing	Chemical burns/breathing problems	Injury to members of the public, Clergy, contractors and employees of funeral directors.	The Parish Council ensures that this function is carried out professionally by competent contractors. (C G Bartram)	L	Parish Council to delegate this to appointed grass cutting contractors (C G Bartram)
--------------	-----------------------------------	--	---	----------	--

Seats / benches	Wooden seats are subject to weather deterioration and damage by visitors	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Seats are regularly inspected, and any remedial action undertaken to ensure the seats are maintained in a sound condition	L	All new seats will be made out of recycled plastic material
Trip or injury on paths	Visitors may be injured if they trip over objects	Injury to members of the public, Clergy, contractors and employees of funeral directors.	We carry out regular inspections to ensure paths are maintained in a safe manner	L	
Boundary Fences Damage Limitation Entrance Gates	Fences and masonry walls are subject to weather deterioration and damage by visitors	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Fences and walls are regularly inspected, and any remedial action undertaken to ensure the fences are maintained in a sound condition	L	The entrance gates are inspected regularly, and maintained to meet safety standards
Falling tree branches	Visitors may be injured by falling branches	Injury to members of the public, Clergy, contractors and employees of funeral directors.	Regular inspections of the trees are carried out by an approved arboreal specialist and Parish Clerk.	L	Annual inspections by Arboreal expert. Visual checks each visit by Parish Clerk

COVID-19 / other pandemic illness	Infection	Transmission of infection	Adhere to the current government rules on the number of mourners at the Cemetery	H	Appropriate legislation that may be in place to be observed.
-----------------------------------	-----------	---------------------------	--	----------	--

Alan Melton
 Clerk to the Council
 December 2025