

# Colwall Orchard Group:

## Safe Way of Working: SWOW08 -

### Use of Fire Pit

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Updated to add insurance requirements by: Clive Killick 20 Aug 2022

Review: Annually thereafter (or in the event of an accident)

Reviewed by: Chris Blake

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#### **Introduction**

The fire pit is available for use at events organised by Colwall Orchard Group and for hire by other groups and private parties.

Everyone must use the fire pit sensibly and take responsibility for their safety and of visitors / guests. Always check the weather forecast and do not use the fire pit if it is really windy. Flying embers could start a fire. There are many combustible materials nearby including the wooden buildings, fencing, furniture, wood store, dry grass and other vegetation).

COG has the right to withdraw the use of the Fire Pit at any time and need to be aware of any current local or national advice about possible fire risk in the countryside due to dry and or hot weather.”

#### **General Fire Safety Guidance**

1. The fire pit is designed to have a small fire in the centre – please do not allow the burning material to contact the perimeter bricks or slabs. Leave a gap of about 10cm.
2. Ensure that your wood is DRY and UNTREATED to minimise smoke and pollution, and do not use any other materials on the fire – no plastics waste etc.
3. If you are breaking up pallets, please select the most broken looking ones first. Take care when breaking the pallets to avoid flying lumps of wood and beware of splinters and nails. Please clear the breaking up area of wood, nails and splinters when you have finished.
4. Ensure that the area around the fire pit, particularly the area between the fire pit and the APS is cleared of all combustible material. Any wood stored for later use is not to be

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stacked or left lying in such a manner that it represents a fire escalation hazard or where people could trip or impale themselves on any protruding spikes.

5. Do not use any type of flammable or combustible liquid at any time.
6. Have a bucket of water and a hose nearby to keep handy in case of accident.
7. A 'Health Safety and Welfare' kit will be provided to those hiring the fire pit. For COG events the 'Health Safety and Welfare' kit is in a plastic box on the shelves in the shed and it includes a burns kit, first aid kit and a fire blanket – ensure you know where to find this in case of emergency.
8. The fire pit must be supervised by adults at all times and should not ever be left unattended.
9. Fire extinguishers are located in the following locations. If you are hiring the fire pit you will be provided with access to at least one of these:
  - Inside the rear pedestrian entrance door to the Orchard Room (water)
  - Inside the main double entrance doors to the Apple Packing Shed (water)
  - Inside the small timber tool shed (mixed)Only use a fire extinguisher if you do not endanger yourself or others and are confident in its use.
10. The 'Health Safety and Welfare' kit (in a plastic box on the shelves in the shed) includes a burns kit, first aid kit and a fire blanket – ensure you know where to find this in case of emergency.

## Insurance Requirements

The following conditions include the insurance requirements that are applicable to use of the Fire Pit.

- “The immediate area in which the operation is to be carried out has been segregated to the greatest practicable extent by screens made of metal and/or fire retardant material” – Any fire in the fire pit is designed to be contained within the bricks. See General Guidance point 1.
- “The whole of the segregated area has been adequately cleaned and freed from combustible material before operations commence” – All combustible material has to be cleared from around the fire pit and particularly between the fire pit and the Apple Packing Shed. See General Requirements point 4.
- “The use of the fire pit has been authorised by the owner who must also approve the safety arrangements” – The fire pit should only be used by authorised people. All people using the fire pit need to comply with this document.
- “The following are in readiness for immediate use at the scene of operations:”
  - a. suitable fire extinguishers by number and size for the scope of operations; and/or” – There are three fire extinguishers available in the APS, the training room (water) and the tool shed (mixed). See General Guidance point 9.
  - b. “hoses connected up for immediate use and successfully tested prior to the commencement of the operations” – Local hose points are provided – see the General Guidance point 6.
- “A thorough examination has been made in the vicinity of the operations approximately one hour after the termination of each operation.” - See “Tamping Down the Fire”

## Starting the fire

To get a fire started, put a crumpled piece of paper, cotton wool smeared in vaseline or a store-bought fire starter in the pit, and cover with small sticks — the smaller, the better.

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Do not use methylated spirit, or any other flammable liquid, to get the fire started.

As the fire begins to burn, add larger and larger sticks until you're finally able to add a log or two. Feed the fire as necessary, taking care not to let it get too big.

## **Tamping down the fire**

Towards the end of your event, allow the wood to burn away to ash.

- Do not leave the fire site with a fire still burning.
- Once the ashes have died down, spread them out around the surface of the pit with a rake to cool.
- Ensure that you have cleared all the wood and any rubbish around the pit to avoid trip hazards, mess and the possibility of anything outside the pit catching fire.
- Check one hour after the fire has finished.

## **Clearing up**

Please return later in the evening or the next day to check that everything is clear for the next event.

Damp the ashes and any partially burned wood down first if they are still hot.

Sweep down any ash off the slabs.

In case of emergency - call emergency services

The Apple Packing Shed is on Old Church Road, Colwall at WR13 6HB.

The grid reference is SO 747 426.

If you do not have a mobile phone, or cannot get reception, the nearest public phone is at Colwall Stone.