

West Dereham Parish Council
Cemetery Risk Assessment
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Activity	Potential hazards	What risks do they pose	Control measures	Risk level High (H), Medium (M), Low (L)	Are additional measures necessary?
Driving – lawn mowers, hearses or mechanised digging equipment	Traffic accidents	Injury to operatives/consistent with this type of incident or members of the public	Only authorised vehicles allowed in the cemetery (i.e. Contractors or Funeral Directors)	L	Contractors or Funeral Directors will be liable for their own risk assessment to protect their employees and members of the public
Operating equipment (inc. grass and hedge cutting)	Fire/operating accidents	Injury to operatives/burns/cuts/foreign bodies in eyes/smoke inhalation/ingestion	The Parish Council ensures they employ reliable and competent Contractors	L	Contractors or Funeral Directors will be liable for their own risk assessment to protect their employees
Operating equipment	Fire/operating accidents	Injury to members of public/burns/cuts/foreign bodies in eyes/smoke inhalation/ingestion	The Parish Council ensures the use of experienced Funeral Directors	L	Contractors or Funeral Directors will be liable for their own risk assessment to protect their employees and members of the public

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Excavations/ground works	Falling/tripping injuries to back, sprains, strains, musculoskeletal injuries, cuts and bruises	Injury to members of the public and employees of Funeral Directors	The Parish Council ensures the use of experienced Funeral Directors	L	Funeral Directors will be liable for their own Health & Safety measures
Grave digging	Infectious disease control	Infection of employees of Funeral Directors	The Parish Council ensures they employ reliable and competent Contractors	L	Funeral Directors will be liable for their own Health & Safety measures
Funeral	Greeting funeral party	Injury to members of funeral party – back injuries, sprains, strains, musculoskeletal injuries	The Parish Council ensures they employ reliable and competent Contractors	L	Funeral Directors will be liable for their own Health & Safety measures
Memorial Inspection (Cemetery)	Cuts, bruises, crush injuries	Injury to members of the public, contractors or funeral directors' employees	Handyman to hand check condition of memorials to ensure stability. Memorials that are unstable will be laid down and the family notified in order that they can arrange refixing.	M	Parish Council will ensure their freelance handy man has the correct training

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Grave and row markers	Tripping causing bruises, sprains, musculoskeletal injuries	Injury to members of the public, contractors or funeral directors' employees	Grass cut on a regular basis to ensure that all kerbs are visible	M	Regular inspection by Parish Handyman
Weedkilling	Chemical burns/breathing problems	Injury to contractors and members of the public	The Parish Council ensures they employ reliable and competent Contractors	L	Contractors will be liable for their own COSHH assessment
Garden of Remembrance Bird Bath	Tripping causing bruises, sprains, musculoskeletal injuries	Injury to members of the public, contractors or funeral directors' employees	Once every six months the bird bath is to be hand checked to ensure stability	L	Regular Inspection by Parish Handyman
Cemetery Gates	Falling over stays, trapping fingers in hinges	Injury to members of the public, contractors or funeral directors' employees	Handyman to check gate is in good working order and stays are solid	L	Regular Inspection by Parish Handyman
Stone Benches	Tripping causing bruises, sprains, musculoskeletal injuries	Injury to members of the public, contractors or funeral directors' employees	Once every six months the stone benches are to be hand checked to ensure stability	L	Regular Inspection by Parish Handyman
Use of Beacon	Fire out of control	Injury to workers. Damage to surrounding land and property	Risk Assessment carried out by Norfolk Fire and Rescue service. Conditions agreed by Parish Council	M	Parish Council to be present when beacon is lit and to remain until beacon fire is out. Water and hose on hand during burning period.

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Cemetery Headstones	Headstones falling on someone	Risk of injury from unstable and loose headstones falling on someone visiting in the cemetery.	<ol style="list-style-type: none"> 1. Plot unsafe headstones 2. Contact NOK / responsible people if known 3. Agree with NOK or decide as PC what structural / physical mitigation actions can be taken such as re-seating, or isolating behind a barrier 4. Monitor for further safety issues 5. Advertise and mark unsafe headstones to warn members of the public 	M - L	Continued monitoring of the stability of headstones.