

Area	Risk	Existing Precautions	Level of Risk	Further Action/Comments	Timescale	Actioned/Reviewed
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Liability	Risk to property, third party or individuals	Insurance cover is in place. Open spaces checked on a monthly basis. Damage investigated when reported. Risk assessments carried out on a regular basis.	Medium	Continue with current procedures	Ongoing	Reviewed May 2022
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Liability	Legal liability as consequence of asset ownership	Public liability cover in place. RoSPA check playground and report annually. Cllrs. Check play equipment on regular basis	Medium	Continue with current procedures	Ongoing	Reviewed May 2022
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Probability

Low 1
Medium – 2
High – 3

x

Impact

Low – 1
Medium – 2
High – 3

equals

Risk

1-3 - Low
4-6 - Medium
7-9 – High

Risk Assessment for Legal Liability 10th May 2022**Amanda Harvey Stratton Parish Clerk To be reviewed annually**

Area	Risk	Existing Precautions	Level of Risk	Further Action/Comments	Timescale	Actioned/Reviewed
Legal Liability	Ensuring activities are within legal powers	Clerk to clarify legal position on any new proposals. Legal advice to be sought whenever necessary. Clerk liaises with DALC/Council solicitors for advice when necessary.	High	Continue with current procedures	Ongoing	Reviewed May 2022
	Proper and timely reporting via Minutes	Council meet monthly and always receive Minutes of previous meeting to approve. Minutes are loose leaf and each Minute and page is number consecutively. Minutes made available to Press and Public by booking an appointment at Council office and also available on website	Medium	Continue with current procedures	Ongoing	Reviewed May 2022

	Proper document control	All Deeds and Leases stored with Peter Peter & Wright, Solicitors. Copies of essential documents kept in locked fire proof filing cabinet in Clerk's office	Medium	Continue with current procedures	Ongoing	Reviewed May 2022
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Probability

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Medium – 2
High – 3

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Low – 1
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Risk

1-3 - Low
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Area	Risk	Existing Precautions	Level of Risk	Further Action/Comments	Timescale	Actioned/Reviewed
Councillors' propriety	Councillors not recognising or declaring personal or prejudicial interests	Register of Interests book maintained. Chairman asks for interests to be declared at each meeting. Every Cllr. is issued with 'Information for New Councillors', together with a copy of Standing Orders upon signing their Declaration of Office. Cllrs. Reminded by Parish Clerk on a six monthly basis of difference between personal and prejudicial and pecuniary interest and reminded to review and keep their Register of Interests up to date	Medium	Continue with current procedures	Ongoing	Reviewed May 2022
Gifts and hospitality	Councillors not declaring gifts or hospitality	Register of gifts and hospitality book maintained. Cllrs. Reminded every six months that all gifts over the value of £25 must be declared.	Low	Continue with current procedures	Ongoing	Reviewed May 2022

Probability

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Medium – 2
High – 3

x

Impact

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Medium – 2
High – 3

equals

Risk

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4-6 - Medium
7-9 – High