

FIRE RISK ASSESSMENT MAY 2021)

| Hazards            | Who might be harmed?  | What are you doing already?  | What further action is necessary?  | Action by Date   |
|--------------------|---|--|--|--|
| <p><b>FIRE</b></p> | <ul style="list-style-type: none"> <li>■ Hire's</li> <li>■ The Public</li> <li>■ The Cleaner</li> <li>■ Contractors</li> <li>■ Foulden Players</li> <li>■ Parish Councillors</li> </ul> | <ul style="list-style-type: none"> <li>■ No Smoking signs.</li> <li>■ Designated smoking area with secure ashtray.</li> <li>■ Bins are emptied regularly.</li> <li>■ Dustbins are kept away from the building and emptied regularly.</li> <li>■ Main Electrical wiring to be checked every five years.</li> <li>■ PAT testing</li> </ul> | <ul style="list-style-type: none"> <li>■ Replaced</li> <li>■ Replaced</li> <li>■ Check with cleaner</li> <li>■ Make sure dustbins are put out on the roadside.</li> <li>■ Southern Electric</li> </ul> | <ul style="list-style-type: none"> <li>Manager/Aug 2018</li> <li>Completed September 2018</li> <li>Completed September 2018</li> <li>Manager/April 2021</li> <li>Manager/August 2018</li> <li>Due year 2023</li> </ul> |

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|  |   |  | <ul style="list-style-type: none"> <li>■ Electrical wiring testing by Southern Electrical September 2018</li> <li>PAT Testing by Connect Electrical September 2018.</li> <li>All Documentation with the Parish Clerk.</li> <li>PAT Testing due August 2021. Arranged 9/08/2021 (RAP)</li> <li>Brandon PAT Testing.</li> </ul> |
| <p><b>CO2</b></p> <p><b>SMOKE</b></p> <p><b>ALARM</b></p> <p><b>Extinguisher</b></p> | <ul style="list-style-type: none"> <li>■ The Public</li> <li>■ Hire's</li> <li>■ The Cleaner</li> <li>■ Contractors</li> <li>■ Parish councillor s</li> <li>■ Employee's</li> <li>■ Volunteers</li> </ul> | <p>A new dual CO2/Smoke Alarm has been purchased and will Be situated near the entrance of the Kitchen.(2019)</p> <p>Extinguishers are checked yearly (Certificate issued)</p> | <ul style="list-style-type: none"> <li>■ Checked 30<sup>th</sup> April 2021                      Manager.</li> <li>■ Extinguishers checked yearly                      Clerk</li> <li>■ Due December 2021</li> </ul>  |