

Physical Equipment or Areas

| Subject   | Risk(s) identified                       | H/M/L   | Management/Control of Risk   | Review/Assess/Revise   | Date Checked |
|---|--|---------|--|--|--------------|
| <b>Assets</b>                                   | Loss or Damage                           | L       | An annual review of assets is undertaken for insurance provision   | Existing procedures adequate   |              |
|   | Risk/damage to third party(ies) property |         |  |  |              |
| <b>Maintenance</b>                              | Poor performance of assets or amenities  | L       | All assets owned by the Parish Council are regularly reviewed and maintained. All repairs and relevant expenditure for any repair is actioned/authorised in accordance with the correct procedures of the Parish Council. Assets are insured | Existing procedures adequate   |              |
| <b>Noticeboards</b>                             | Risk of damage                           | L       | The Parish Council currently has two noticeboards which are insured. It will be checked by Clerk when posting notices  | Existing procedures adequate   |              |
| <b>1 - Shipton<br/>1 - Thrupp</b>               |  |         |  |  |              |
| <b>Street Furniture</b>                         | Risk of damage                           | L       | The Parish Council is responsible for 4 - Dog Bins, Bike Racks, Fencing around the Green at Shipton, Bus Shelter   | Existing procedures adequate   |              |
| <b>Constable Land</b>                           | Risk of damage                           | L       | The Parish Council owns the land on which it is rented out yearly to farm for his sheep.   |  |              |
|   | Health and Safety                        | M       |  |  |              |
| <b>Meeting Locations - Shipton Village Hall</b> | Adquacy                                  | L       | Parish Council meeting are held in a venue considered to have appropriate facilities for the Clerk, members and the general public   | Existing procedures adequate   |              |
|   | Health and Safety                        | M       |  |  |              |
| <b>Council records - paper</b>                  | Loss through: Theft, Fire, damage        | L, M, L | The Parish Council records are stored at the home of the Clerk as well as the Shipton Village Hall. Records include historical correspondences, minutes, insurance, bank records.  | Damage (apart from fire) and theft is unlikely and so provision is adequate. The Clerk will be investigating disposal of some records to the County Record Office. |              |