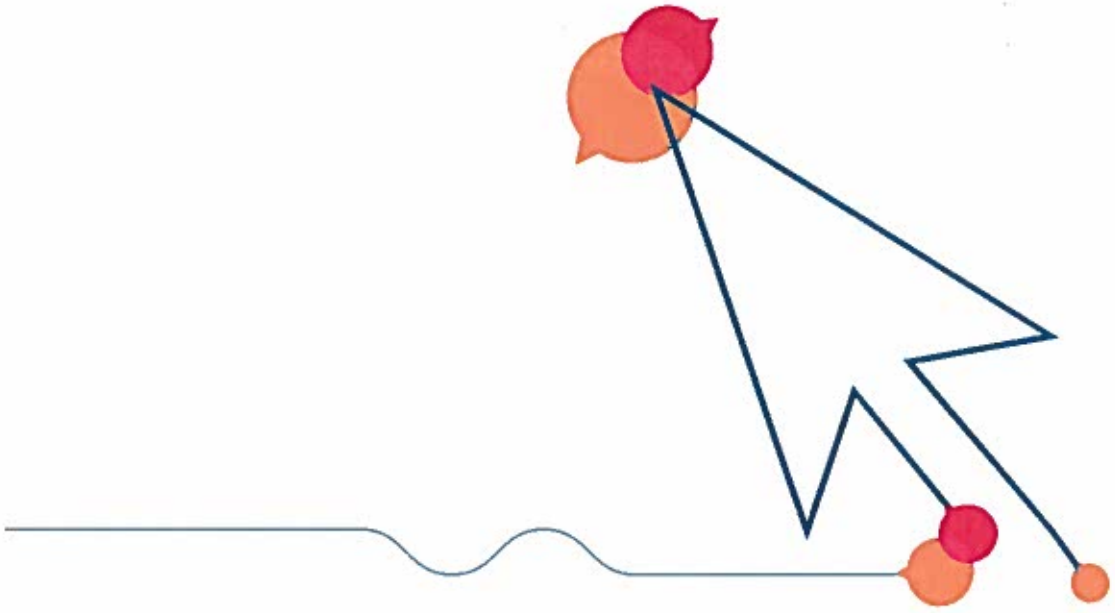
Bourdilion Field

Goring-on-Thames Parish Council

19 July 2018



Safety Inspection Report

Site name: **Bourdillion Field**
Date of inspection: **19 July 2018**
Inspector: **Rae Adams**

Report layout notes

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each **Ancillary Item** is listed in this way:

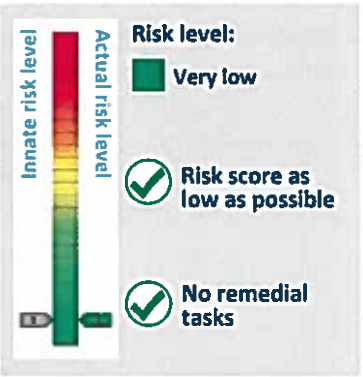
Name of item or items	(some listings may include multiple items)
Default risk = n	(This is the item's intrinsic risk if in pristine condition)
Photo	(A representative photo is included)
Findings	(Findings are listed with remedial action, risk score and photograph. If no faults are listed the item is satisfactory and assumes the Default risk.)

Each **Play Item** is listed in this way:

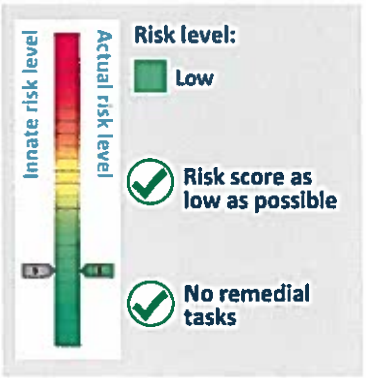
Name of item	
Manufacturer	(The name of the manufacturer or supplier, if known)
Applicable Standard:	(The number of any applicable standards are shown here)
Default risk = n	(This is the item's intrinsic risk if in pristine condition)
Photo	
Faults	(Findings are listed with remedial action, risk score and photograph. If no faults are listed the item is satisfactory and assumes the Default risk.)

The risk score for any items is the higher of the Default risk or the Finding risk.

Seating

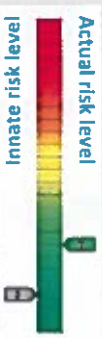


The Overall Site



Fencing and hedge

Manufactured by (Unknown)



Risk level:
Low

Potential risk score reduction:
4

Remedial tasks:
2

Standards:

The item meets with the requirements of the relevant standards.

Finding

Description

Item is damaged.

Tasks

Repair.

Note

Fence is bent in various places

Risk level:
Low

Risk score:
7

Finding Photos

Finding

Description

Item is damaged.

Tasks

Repair.

Note

Fence is bent by wooden bench

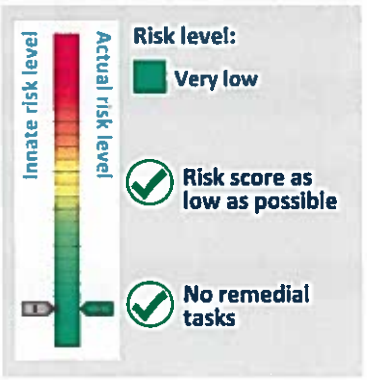
Risk level: Very low

Risk score: 2

Finding Photos

Gates x 2

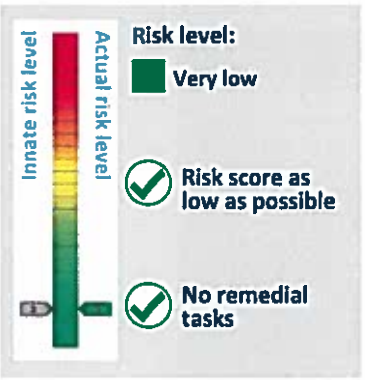
Manufactured by (Unknown)



Standards:

The item meets with the requirements of the relevant standards.

Litter Bin



Finding

Description

Loose in ground.

Tasks

No Tasks for this Finding

Note

Bin is free standing.

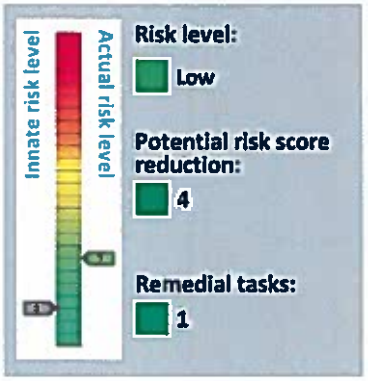
Risk level:
Very low

Risk score:
3

Finding Photos

Balance Beam

Manufactured by (Unknown)



Standards:

The item meets with the requirements of the relevant standards.

Finding

Description

Strimmer damage to supports is likely to accelerate timber rot.

Tasks

Prevent further damage.

Note

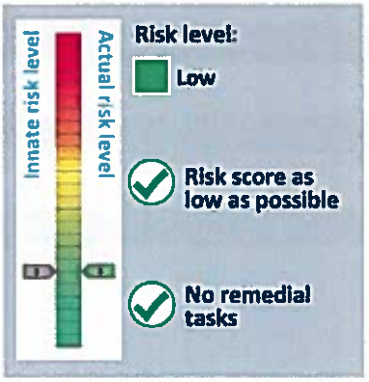
Risk level: Low

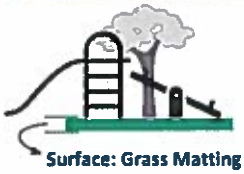
Risk score: 7

Finding Photos

Rotator - Spica

Manufactured by (Unknown)





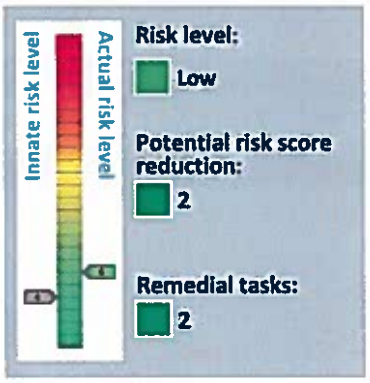
Surface: Grass Matting

Standards:

The item meets with the requirements of the relevant standards.

Slide

Manufactured by (Unknown)



Surface: Grass Matting

Standards:

EN 1176-1:2017, EN 1176-3:2017

The item meets with the requirements of the relevant standards.

Finding

Description

Bolt(s) missing.

Tasks

Replace missing bolt(s).

Note

Start section step is missing bolts.

Risk level: Low

Risk score: 6

Finding Photos

Finding

Description

Hard or sharp projections.

Tasks

Remove hard, pointed and sharp projections.

Note

Screw protruding at start section of slide.

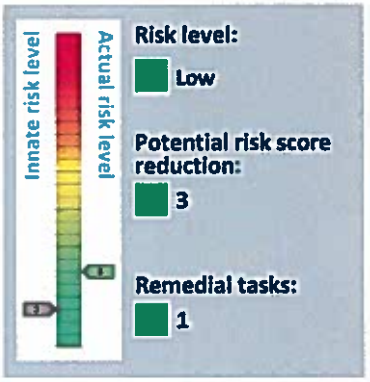
Risk level: Low

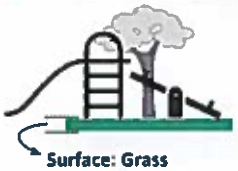
Risk score: 5

Finding Photos

Stepping Logs

Manufactured by (Unknown)





Standards:

The item meets with the requirements of the relevant standards.

Finding

Description

Strimmer damage to supports is likely to accelerate timber rot.

Tasks

Prevent further damage.

Note

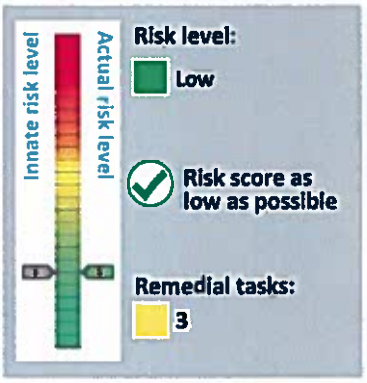
Risk level: Low

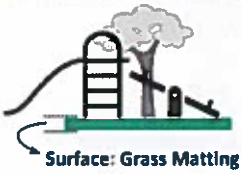
Risk score: 6

Finding Photos

Swing - Basket

Manufactured by (Unknown)





Standards:

EN 1176-1:2017, EN 1176-2:2017

The item is not compliant with the requirements of the relevant standards.

Finding

Description

Vandalised (arson).

Tasks

Repair.

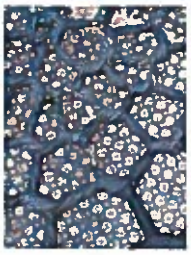
Note

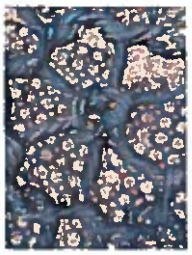
Fire damage to basket, wire exposed.

Risk level: Low

Risk score: 5

Finding Photos





Finding

Description

The surface is damaged.

Tasks

Repair.

Note

Surface damaged under basket.

Risk level: Low

Risk score: 6

Finding Photos

Finding

Description

Seat(s) set at incorrect height.

Tasks

Read the notes for further action.

Note

Adjust to minimum of 400 mm.

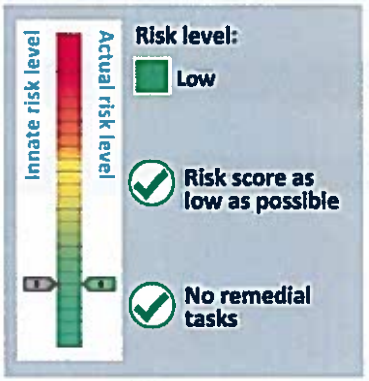
Risk level: Low

Risk score: 6

Finding Photos

Swing - Mixed - 2 Bay 2 Junior 2 Toddler Seat

Manufactured by (Unknown)

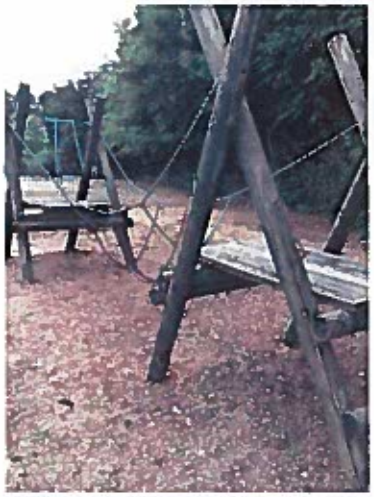


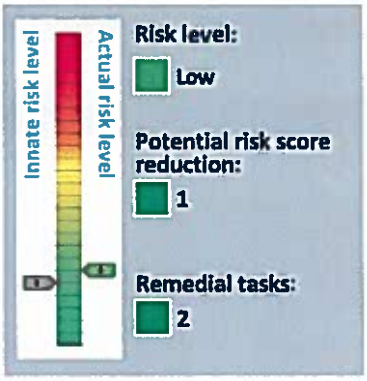
Standards:

The item meets with the requirements of the relevant standards.

Burma Bridge

Manufactured by (Unknown)





Standards:

The item meets with the requirements of the relevant standards.

Finding

Description

Some chain wear.

Tasks

Monitor for further deterioration and replace before 40% wear.

Note

Risk level: Very low

Risk score: 3

Finding Photos

Finding

Description

Surface is compacted or displaced.

Tasks

Rake and fork over and top up as required to maintain minimum depth (usually 300 mm).

Note

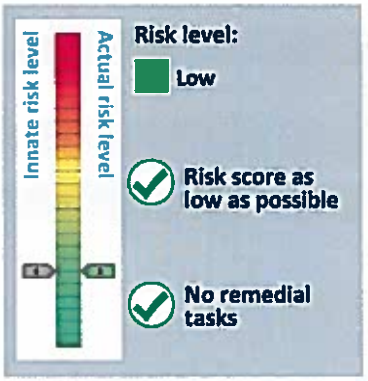
Risk level: Low

Risk score: 6

Finding Photos

Carousel - Supernova

Manufactured by (Unknown)



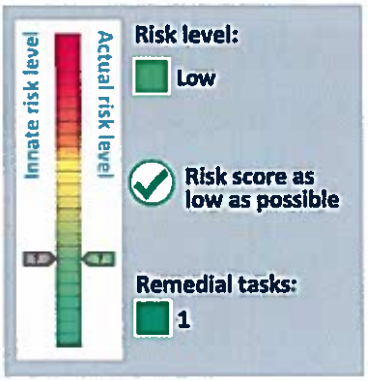
Standards:

EN 1176-1:2017

The item meets with the requirements of the relevant standards.

Combination Goal

Manufactured by (Unknown)



Standards:

EN 15312:2007+A1:2010

The item meets with the requirements of the relevant standards.

Finding

Description

Surface needs repair.

Tasks

Repair.

Note

Edge of carpet worn and needs repair.

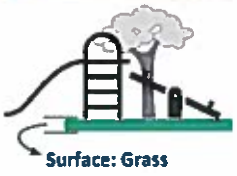
Risk level:
Very low

Risk score:
3

Finding Photos

Multiplay

Manufactured by (Unknown)



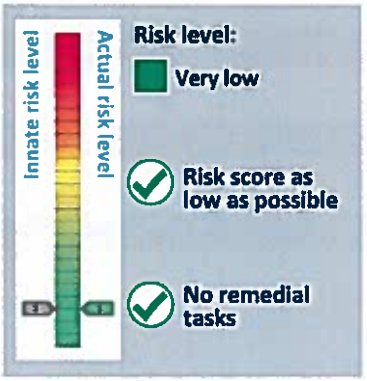
Standards:

EN 1176-1:2017

The item meets with the requirements of the relevant standards.

Rotator - Pod

Manufactured by (Unknown)



Surface: Grass Matting

Standards:

The item meets with the requirements of the relevant standards.

General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
    a. 1 = Rare
    b. 2 = Unlikely
    c. 3 = Moderate
    d. 4 = Likely
    e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
    a. 1 = Insignificant
    b. 2 = Minor
    c. 3 = Moderate
    d. 4 = Major
    e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable,
5. Scores of 8 to 14 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 15 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of 1 x 5 = 5 = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of 5 x 1 = 5 = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

		Severity				
Likelihood		1 Insignifi-cant	2 Minor	3 Moderate	4 Major	5 Catastro-phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Equipment has been assessed for compliance with the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed.

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner should ensure they conduct appropriate inspections to identify decay before it becomes a problem.

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE
* No obstacles in the minimum space (other than structures to assist or safeguard the user)
* Traffic flows should not go through the minimum space

PROTECTION AGAINST INJURIES IN THE FALLING SPACE
* Free height of fall should not exceed 3m * No obstacles in the falling space * Platforms with fall heights of more than 1m between them require surfacing

PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT
* No unexpected obstacles

SURFACING SAFETY REQUIREMENTS
* Surfacing should have no sharp edges or protrusions * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually 200mm) * Hard surfaces should only be used outside where children fall * Testable impact absorbing surfaces if falls over 600mm are possible. Topsoil or turf may be used up to 1m

DESIGN AND MANUFACTURE
* The equipment must be suitable for the user and risks should be identifiable by the child * Accessibility: adults must be able to gain access to help children * Grip requirements: permitted diameter 16 - 45mm (i.e. overhead bars) * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
* Requirements for easily accessible equipment

FINISHING
* Timber species and synthetics should be splinter resistant * No protrusions or sharp-edged components * Bolts should not protrude by more than 8mm * Corners, edges or projecting parts over 8mm should have a 3mm radius. * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel) * No crushing or shearing points
* Connections should not come loose by themselves and should resist removal. * Timber connections should not rely solely on screws or nails. * Leaking lubricants should not stain or impair the safety of the equipment

FIBRE ROPES
* Conform to EN 701 or 919 or have a material and load certificate
* Ropes used by hands shall have a soft, non-slip covering

WIRE ROPES
* Non-rotating and corrosion resistant with no splayed wires outside the ferrule * Wire connector clip threads should protrude less than 8mm * Turnbuckles should be enclosed, have a loop at each end and be secured

CHAINS
* Maximum opening of individual links: 8.6mm in any one direction.
* Connecting links between chains must be less than 8.6mm or over 12mm

SWINGING SUSPENDED ROPES
* Not combined with swings in the same bay * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts * 2m - 4m long: over 1000mm from anything * Diameter: 25 - 45mm

CLIMBING ROPES
* Anchored at both ends and movement less than 20% of rope length
* Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)

ENTRAPMENTS
* Entrapment: a place from which children cannot extricate themselves unaided There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.

BRIDGES
* The space between the flexible bridge and rigid sides should be not less than 230mm

ENTRAPMENT OF FEET AND LEGS
* Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
* There are no requirements for suspension bridge gaps other than the main entrapment requirements

FINGER ENTRAPMENTS
These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
* Tube ends should be securely enclosed and removable only with tools
* Moving gaps should not close to less than 12mm

BARRIERS AND GUARD-RAILS
* Hand-rail: a rail to help the child balance * Guard-rail: a rail to prevent children falling * Barrier: a guard-rail with non-climbable in-fill

HAND-RAILS
* Where required they should be between 600 and 850mm above the standing surface

EQUIPMENT FOR UNDER 3'S
* Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing

EQUIPMENT FOR OVER 3'S
* Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting

MEANS OF ACCESS
The main change in this area is that the probes should now be applied to accesses. All means of access should have no entrapments; be securely fixed; be level to ± 3°(ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS
The main changes relate to requirements for new types of swings, dimensions and surfacing areas.
REQUIREMENTS
* No all rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. Do not mix cradle and flats seats in same bay * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single points swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism
DIMENSIONS
* Minimum ground clearance at rest: 350mm (400mm for single point swings and tyres) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length
SITING
* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic
SURFACING REQUIREMENTS
Forward and Back
* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: 0.867 x length of suspension member + 1.75m 2. loose-fill: 0.867 x length of suspension member + 2.25m
Side width
* Seat width no greater than 500mm: 1.75m minimum (i.e. .875mm each way from seat centre)
* Areas for two seats in one bay may overlap providing the distance between seats is correct
Single point swings
* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES
SAFETY REQUIREMENTS
* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.
N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply * From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm
Sliding sections
* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm
RUN -OUTS
* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: DIN type 10° (BS type) 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (BS type only) * Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum
* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS
Normal distances except for the run-out which should be: * DIN type: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * BS type: 1m each side and 1m beyond

CABLE RUNWAYS
SAFETY REQUIREMENTS
* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)
* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) * Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m
IMPACT AREAS
* 2m either side of main cable

ROTATING ITEMS
The main changes are in clearer separation into different types. A change in the clearance between the underside and the ground will affect older items. The change should provide greater safety. NOTE: Rotating items under 500mm diameter are excluded from these requirements
SAFETY REQUIREMENTS
* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm
SPECIFIC REQUIREMENTS
There are specific requirements for different types of roundabout. The two most common ones are:
Platform roundabouts:

EN 1176 Notes – Summary of Requirements

* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm in * Protective skirts should be of rigid material and have no burrs or other defects * The bottom edge should be flared towards the inside or protected
Giant revolving discs
* Clearance of underside at lowest point: 300mm * Max. platform height: 1m * Free space: 3m * Upper surface should be continuous, smooth and with no handles or grips * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

* Free space: Horizontal: 2m all round * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m * Small rotating items under 500mm diameter are excluded but RoSPA suggests as for rocking items

SURFACING REQUIREMENTS

* There are no special extra requirements for surfacing areas * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

* Rocking equipment which can be moved by the user and is supported from below
* Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

* Throughout the range of movement gaps in all accessible joints should be under 12mm * Progressive restraint at extremity of movement is required * Foot rests should be provided where the ground clearance is less than 230mm * Hand grips should be provided for each seat or standing position
* Foot rests and hand grips should be firmly fixed and non-rotating * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum) * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

* 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

There are no special extra requirements for surfacing areas

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

* Appropriate safety systems must be established by the operator * No access should be allowed to unsafe equipment or areas * Records should be kept by the playground operator * Effectiveness of safety measures should be assessed annually * Signs should be provided giving owner details and emergency service contact points * Entrances for emergency services should be freely accessible
* Information on accidents should be kept (RoSPA has a suitable form)
* Staff and users should be safe during maintenance operations

INSPECTION

* Manufacturers will recommend the inspection frequency although some sites may need a daily check

Frequency

Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

* An inspection schedule should be prepared for each playground, listing components and methods
* Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

* Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

* This covers remedial work and repairs as required * Alterations should only be carried out after consultation & agreement with the supplier or a competent person

Playsafety Ltd
78 Shrivenham Hundred Business Park
Watchfield
SWINDON
SN6 8TY
+44 (0)1793 317470

Fire Risk Assessment for Simple Premises record template

Building address and use	Gardiner Pavilion Upper Red Cross Road Goring, READING RG8 9BD Sports Pavilion
Name of employer (responsible person/dutyholder/ occupier/owner)	Goring on Thames Parish Council
Name and contact details of assessor	Colin Ratcliff 01491 874444 clerk@goringparishcouncil.gov.uk
Job title of assessor	Clerk to Parish Council

Assessor's signature		Date of assessment	7 August 2018 (Original July 2017)

STEP 1: Identify Hazards

Sources of ignition

Hazard	Steps taken to remove the hazard	Steps taken to reduce hazard
Electrical fittings and appliances		All tested and certified on fitting and PAT checked annually. Inspected 5 yearly.
Gas boiler and heating system		Tested and certified on fitting. Annual Service and service contract in place.
Burco Hot Water Boiler		To be turned off at mains when not in use. Descaled regularly.

Fuel Sources		
Hazard	Steps taken to remove the hazard	Steps taken to reduce hazard
Gas supply		Tested and certified on fitting. Annual Service and service contract in place.
Petrol storage		Limited to 30litres in total Max 10 litres in plastic containers Max 20 litres in metal containers In dedicated storerooms (x2) only
Stored materials / equipment	No flammable equipment / kit to be stored in the main hall, kitchen or changing rooms.	Storage of equipment to be in the dedicated store rooms and kept in a tidy condition.

Action required?	Yes ❑ (record at step 4)	No action required ❑

STEP 2: Identify people at risk

People at risk (including employees, visitors, contractors and neighbours)		
People at risk	Why they are at risk	Measures in place to reduce/remove the risk
Premises users / groundsmen	Use the building and services	To be aware of and comply with the fire risk assessment and procedures. No use without prior approval of the council.
Contractors	Exposure to electricity and gas supplies and as users of the building.	To be aware of and comply with the fire risk assessment and procedures. To conduct their own risk assessment dependent on the activity they are to perform.
Clerk / Councillors	Visitors / lone working	To be aware of and comply with the fire risk assessment and procedures

Action required?	Yes ❑ (record at step 4)	No action required ❑

STEP 3: Evaluate the risks of fire and assess existing fire safety measures

Evaluate the risks of fire

Accidental (eg smoking materials, candles or toasters)

Hazard	Severity of hazard (Slight, Moderate, High)	Risk of fire (Unlikely, Likely, Very likely)	Overall risk rating (High, Medium, Low)
Accidental – smoking etc	Slight	Unlikely	Low
Electrical appliances, left on	Moderate	Unlikely	Low

By act or omission (eg incorrectly maintained electrical equipment, waste being allowed to build up near a heat source)

Hazard	Severity of hazard (Slight, Moderate, High)	Risk of fire (Unlikely, Likely, Very likely)	Overall risk rating (High, Medium, Low)
Electrical or gas appliances, faulty	Moderate	Unlikely	Low
Poor storage habits	Moderate	Unlikely	Low

Deliberately (ie arson/wilful fire raising)

Hazard	Severity of hazard (Slight, Moderate, High)	Risk of fire (Unlikely, Likely, Very likely)	Overall risk rating (High, Medium, Low)
Burglary / Arson	Moderate	Unlikely	Low

Action required?	Yes ❑ (record at step 4)	No action required ❑

Consider the effectiveness of existing fire precautions to manage identified hazards:
A – Provision and protection of escape routes
Five exits from main building – all marked as fire escape routes and with emergency lighting. No obstructions to be placed in the way of escape routes. Double doors from main hall and kitchen mortice lock to be unlocked whenever the building is in use.
B – Emergency lighting (internal and external)
Mains controlled emergency lighting fitted. Kitchen: Emergency lighting and signage Main Hall – Emergency lighting x 2 and signage Changing rooms corridor – Emergency lighting and signage Store – Emergency lighting and signage Checked / Inspected by maintenance contract
C – Emergency signage (eg running man signs, fire action notices)
Signs in place
D – Fire detection and warning system (eg smoke detectors)
Smoke and CO detectors in place (mains supplied) Kitchen : Smoke and CO alarms Main Hall – Smoke alarm Changing rooms corridor – 2 smoke alarms Store – smoke alarm Accessible toilet – emergency cord alarm Checked / Inspected by maintenance contract
E – Portable firefighting equipment
Kitchen: Fire blanket, CO2 extinguisher. Main Hall – CO2 and Water extinguishers. Checked / Inspected by maintenance contract

F – Staff training and drills

Management policies (eg non-smoking policy, housekeeping policy, hot works policy, visitors' policy)

No smoking policy and signage.

Weekly checks on premises, equipment and storage

Evacuation plan
(eg what duties staff have to perform to ensure all persons are evacuated, including any non-staff members such as customers and visitors)

Small pavilion – users to ensure compliance with this document and have their own system for accounting for all club members / visitors in case of emergency

Security measures to prevent arson and wilful fire raising

CCTV signage outside.

No materials stored outside. Integrity of doors, windows and locks regularly checked.

G – Provisions for disabled visitors and staff

Full disabled access to building inc. toilet / changing rooms. Accessible toilet protected by cord alarm – regularly tested.

H – Co-operation with neighbours

I – Fire brigade access

Upper Red Cross Road to rear of pavilion.

No double parking or in contravention of highways restrictions allowed by recreation grounds users in order to allow complete emergency access.

Action required?	Yes ❑ (record at step 4)	No action required ❑

STEP 4: Record significant findings, assess and plan				
Significant finding	Priority Low, Medium or High*	Details of remedial action (if any)	Person responsible	Completion date and sign

Record overall assessment of risk (Low, Medium or High)
Low risk – building refurbished in 2017 with compliance to building regulations and gas and electric certification. New smoke and CO alarm systems fitted. New emergency lighting and signage fitted. Disabled access and egress improved.

Prepare your emergency plan

Does your emergency plan identify:	Yes	No	N/A
The actions to take on discovering a fire?			
Who is responsible for calling the brigade?			
The actions to take upon hearing the alarm?			
Location of escape routes and any specific requirements for their use?			
Arrangements for fighting the fire?			
The location of the assembly point?			
Routines and responsibilities for turning off non-essential equipment?			
Routines and responsibilities for isolating gas and other fuel supplies?			
Arrangements for evacuation of people especially at risk such as young people, lone workers or those with disabilities?			
Who is responsible for checking the building is evacuated and detail relevant procedures including those for staff, visitors and members of the public?			
Who will greet the fire brigade when they arrive?			
Who will ensure the building is secure and that no one returns to the building until the all clear is given by the fire brigade?			
Who is responsible for conducting the roll call?			
If you have fire wardens, who are they and is their training up to date			

If the answer to any of the above is 'No', review your emergency plan

Have you provided staff with copies of the emergency plan and given adequate training?	
Yes ☐	(if 'No', detail actions taken to rectify)
No ☐	

Where applicable have you liaised with neighbours and other occupants of the building on fire safety issues?	
Yes ☐	(if 'No', detail actions taken to rectify)
No ☐	

Are your fire action notices complete and prominently displayed and copies provided to all staff and visitors?	
Yes ☐	(if 'No', detail actions taken to rectify)
No ☐	

STEP 5: Periodic review	
review date	7/8/2018
reviewed by	Colin Ratcliff
reviewing person's job role	Clerk
reviewing person's signature	
reason for review	Updated with service contracts and slight amendments

outcome of review
Minor changes to text above

MINUTES OF THE MEETING OF THE WEIR COMMITTEE
GORING ON THAMES PARISH COUNCIL
Old Jubilee Fire Station, Red Cross Road, Goring 6:30 pm Monday 31 July 2018

Members Present:

Chairman	John Wills (JW)
Members	David Brooker (DB)
	Bryan Urbick (BU)
	Lawrie Reavill (LR)
	Matthew Brown (MBr)
	Debbie Gee (DG)

Officers Present:

Clerk	Colin Ratcliff (CR

Four members of the public and press

18/1 **To receive apologies for absence**.
Apologies for absence were received from Mary Bulmer (MBu) and Emrhys Barrell (EB)

18/2 **To receive any declarations of interests**
None

18/3 **Chairman's announcements**
JW stated he hoped the meeting would finish by 7:30 pm.

18/4 **To approve minutes of the meeting held on 24th November 2016.**
Resolved: That the minutes be approved and signed by the Chairman.

18/5 **To receive a report on the Judicial Review and Appeals process**
BU referred to Appendices A to G that had been circulated prior to the meeting and presented the report to the meeting.
MBr and JW both gave thanks to BU for the hard work he had done on the subject and into putting the report together.
Resolved: That the report be received and accepted.

18/6 **Public Forum**
Jim Emerson (JE) said that in the draft minutes of 24 November 2016 that resulted in the appeal, there was nothing to suggest committing an extra £24k, only at the initial meeting.
BU said that it had been discussed; there was also discussion about requesting the Court to limit SODC's potential costs to £5k that was initially accepted but later amended to a maximum of £10k.
JE said the council had not had a public meeting to discuss the 52.30 application. BU stated that the Court rules did not allow GPC to talk about the application, nor to have a public meeting. GPC were not allowed to even say that they were applying. The decision made was to seek an appeal and the 52:30 aspect was part of the same appeal. Although there was no public meeting there were some emails between councillors on the subject.
JE questioned the quality of GPC's legal advice. JW said he did not believe their advice was wrong; GPC nearly won the appeal; the judges could not agree on the day and it appeared to be a split decision. At the end of the 52:30 hearing those present thought that GPC had potentially won the case.
JE said the judgements do not support that. BU stated the result had to be given clearly and with no doubt as precedents were conflicting, including the Lensbury case that won an appeal. The outcome would stand as a stated case in future.

Signed: Dated:

JE stated that if GPC consider similar in future that they may get more differing views if potential costs were published in advance.
JW said the majority of contacts with GPC were against the weir and has no regrets. The costs were discussed reasonably accurately and available for the public to comment upon at the initial meeting.
MBr said councillors tried to look after the village and felt that bringing such an action was what council was supposed to do.
David Beck (DBe) said he had attended all the public meetings, council had voted unanimously to turn the planning application down and were apparently dismissed by SODC, comments were 19:1 against on SODC's website and people in the village were willing to put their own money into the judicial review and appeal. Applications through the courts will always be a gamble of sorts.
Bill Jackson (BJ) said he was still awaiting a letter of apology.
CR said he had already written by email explaining and giving apologies. BU again stated he was genuinely sorry for any offence caused.
LR said he thought BU had been very polite and gentlemanly towards BJ and hoped he would take that in the manner given.
BJ asked how GPC had got themselves into this position. JW stated that the report at item 5 had answered that in full.
BJ then continued interjecting comments that were deemed by the Chairman to not be relevant to the meeting and stated he would close the public forum with an opportunity for another 5 minutes comments each if required.
BJ said that GPC were the only people that objected to it.
JE asked that GPC be more careful next time spending such money to be sure it was needed.
BJ said that everyone else saw the plans and GPC were looking at the wrong plans. If the decision had been set aside, the Hydro Scheme would have won again.

18/7 To consider an article be submitted to the Goring Gap News

BU proposed referring to the main report with a few paragraphs of introduction, he circulated a draft.
Resolved: That the note be approved with an added comment that copies are available at GPC.

18/8 To consider whether any other matters are outstanding for the Committee

BU stated he was not aware of any further decisions that needed to be considered and that full council could deal if necessary

18/9 To consider recommending to Council that the Weir Committee be dissolved

Resolved: That the recommendation be made to council.

The Chairman declared the meeting closed at 18:57 hrs.

Abbreviations:

GPC	Goring on Thames Parish Council
SODC	South Oxfordshire District Council

Signed: Dated:

MINUTES OF A MEETING OF THE PLANNING COMMITTEE
GORING ON THAMES PARISH COUNCIL
Old Jubilee Fire Station, Red Cross Road, Goring 7.30pm Tuesday 26 June 2018

Members Present:

Chairman	Matthew Brown (MBr)
Members	Bryan Urbick (BU)
	John Wills (JW)
	Lawrie Reavill (LR)

Officers Present:

Assistant Clerk	Mike Ward (MW)

No members of the public present

18/71 To receive apologies for absence.
Apologies for absence were received from David Brooker (DB), Debbie Gee (DG), Catherine Hall (CH) and Mary Bulmer (MBu)

18/72 To receive any declarations of interests
None

18/73 Public Forum
No members of the public were present

18/74 To approve minutes of the meeting held on Tuesday 22 May 2018
Resolved: That the minutes be approved and signed by the Chairman.

18/75 Matters arising from those minutes not elsewhere on the agenda
None

18/76 To elect Chair & Vice Chair of the Planning Committee
JW proposed and BU seconded that Cllr David Brooker be re-elected as Chairman of the Committee. This was carried unanimously.
BU proposed and JW seconded that Cllr Matthew Brown be re-elected as Vice Chairman of the Committee. This was carried unanimously.

18/77 Applications:
1 **P18/S1620/HH** - North Cottage Reading Road Goring RG8 0LL: Amendments to previously submitted application. (Already consulted via email):
Resolved: That GPC has **No Objections** to the application

2 **P18/S1632/HH** – The Red House, Elvendon Road, Goring RG8 0DT: Demolition of lean-to structures and construction of two storey extension. Renovation and reconfiguration of existing house
Resolved: That GPC has **No Objections** to the application

3 **18/S1634/HH** – 4 Grange Close Goring RG8 9DY: Single-storey side and rear extensions; internal alterations, enlargement of driveway and erection of garden wall. JW reported that he has visited the site and noted that the original open plan nature of the Close has already been lost. However the Councillors considered that the proposal would result in over development and that the application should be rejected.
Resolved: That GPC **Objects** for the following reasons: Overdevelopment: out of keeping with other properties in the vicinity; size of house and wall in relation to the plot size is too great.

Signed: D. Brooker Dated:

4 **P18/S1718/HH** – 34 Milldown Road Goring RG8 0BD: Rear single storey extension and alterations.
Resolved: That GPC has **No Objections** to the application

5 **P18/S1734/HH** – Friars Ford, Manor Road, Goring: New detached car port/machine store with office over.
Resolved: That GPC has **No Objections** to this application but wish the following comments to be taken into account: Subject to the condition that the proposed office above the car port does not subsequently change use to become Residential.

6 **P18/S1864/HH** - 16 Holmlea Road Goring RG8 9EX: Ground and first floor additions and alterations.
Resolved: That GPC has **No Objections** to this application but wish the following comments to be taken into account: Parking plan presented is not appropriate for what will be a five bedroomed dwelling.

7 **P18/S1108/FUL** – Land at Icknield House Icknield Road Goring RG8 0DG: Erection of new 5-bed dwelling with detached garage and new access from highway (amended details).
Resolved: That GPC has **No Objections** to this application but wish the following comments to be taken into account: Complies with and is in keeping with policy 02 of the Neighbourhood Plan ('Infill')

18/78 SODC Decisions:

1 **P18/S1322/HH** – 14 Heron Shaw, Goring RG8 0AU: Proposed addition of a tiled pitched roof over an existing front porch/lounge continued over front of existing attached garage: (GPC No Objections) **Granted**

2 **P18/S1124/HH** – East Cottage, Reading Road, Goring RG8 0LL: Demolition of lean-to structures and construction of two storey extension. Renovation and reconfiguration of existing house
(GPC No Objections) **Granted**

3 **P18/S1166/HH** – 10 Heron Shaw, Goring. Two storey rear extension and pitched roof above existing flat roof as well as minor interior alterations (GPC- No Objections) **Granted**

4 **P18/S0778/FUL** - Lloyds Bank, High Street, Goring RG8 9AT: Change of use of Part A2 Use Class (Financial and Professional Services) to A5 Use Class (Hot Food Takeaway) (GPC- No Objections) **Granted**

5 **P18/S1438/HH** Someries, LittleCroft Road, Goring RG8 9ER: Side addition to create new utility and WC etc. (GPC- No Objections) **Granted**

All decisions were noted.

18/79 Appeal decisions:
P17/S2290/FUL APP/Q3115/W/17/3185261 Land to West of Manor Road Goring (GPC – refusal recommended)
Appeal refused. The decision was noted

18/80 To review planning applications and decisions reported by West Berkshire District Council
None discussed

18/81 To review CIL status / payments
SODC has issued demands for CIL to two properties where it was found work had commenced but not been declared as such. One, for Cedar Wood Cottage, Elvendon Road, Goring, RG8 0LS in the sum of £5,700 had subsequently been paid. Goring PC is expecting to receive £855 from this receipt. The second demand for 17 Cleeve Down, Goring, RG8 0HB in the sum of £40,872 (plus surcharge of £2,500) has not yet been paid. Goring PC is expecting to receive £6,130.80 upon receipt of this sum.

Signed: D. Brooker Dated:

18/82 To consider correspondence received
None

18/83 Matters for future discussion
None

18/84 Next meeting confirmed as 24 July 2018

The Chairman declared the meeting closed at 19.56 hrs.

Abbreviations (where used):

APP	Approval
CIL	Community Infrastructure Levy
GPC	Goring on Thames Parish Council
NP	Neighbourhood Plan
NSV	No Strong Views
OBJ	Objection(s)
OCC	Oxfordshire County Council
SODC	South Oxfordshire District Council

Signed: D. Brooker Dated:

From: Chris Rickards
Sent: 15 July 2018 13:42
To: Goring and Streatley Parish Clerks

Subject: Lack of Electric vehicles (EV) charging facilities at Goring & Streatley

Kevin Bulmer,

Can the members of our Parish councils consider requesting the installation EV charging post (7 KW or higher) in the Village. This will encourage visitors to the village and help our local businesses.

The villages stand on the intersection with the B4009/A329 and on a river crossing that makes it an ideal site for charging points to be installed.

The government are encouraging the use of electric cars for many reasons.
1 less pollutants emitted in villages and cities
2 much quieter and less noise pollution.
3 generally safer less fire hazard
4 fresher air in our high streets.
5 can run on renewable energy

Possible sites in Goring / Streatley
1 Orchard car park
2 Sheepcote car park
3 Swan Hotel car park.
4 Cricket Club
5 Station Car park
6 Streatley recreation ground.

The new electric cars can now have a range of 100 - 250 miles.
You only need 1 KW hr to travel 4 to 5miles and with servicing every 2 years makes owning an electric car very cheap to run.
I look forward to receiving your response

Chris Rickards

Trees of Remembrance Project: Free Sapling and Commemorative Plaque for All Local Councils in Oxfordshire

Dear Local Council Colleagues

As part of the nation's commemoration of the Centenary of the Armistice of WW1, Oxfordshire County Council is partnering with The Woodland Trust for a project of lasting remembrance.

The Woodland Trust have donated young native species tree saplings and the county council is offering a commemorative plaque to go alongside these to all town and parish councils in Oxfordshire to be planted by local councils on sites they identify within their communities. We invite you to consider whether planting your tree could be accompanied by a commemorative event involving your community.

The aim is to see Remembrance Trees planted by local councils on sites you have identified within your communities, all over the county.

We very much hope that you will wish to join in this project, and make the planting of your sapling and plaque part of your community's plans to mark this historic Centenary.

We have worked with our partners from the Armed Forces in Oxfordshire to agree the wording for the plaques; a photo is attached.

Optimal planting time for the young saplings is November onward, and The Woodland Trust expects to send them around this time. The collection from our partner Ringrose Tree Services, planting and ongoing maintenance of the saplings will be the responsibility of towns or parishes, however Oxfordshire County Council commits to replacing free of charge any saplings that fail within six months of planting.

To order your free sapling and plaque, complete with bamboo cane and supporting tree spiral, email **CommunityCovenant@oxfordshire.gov.uk** giving full contact details including a phone number. You must also have a suitable site for planting identified and we would ask you to let us know who would lead and attend your planting event, if you know.

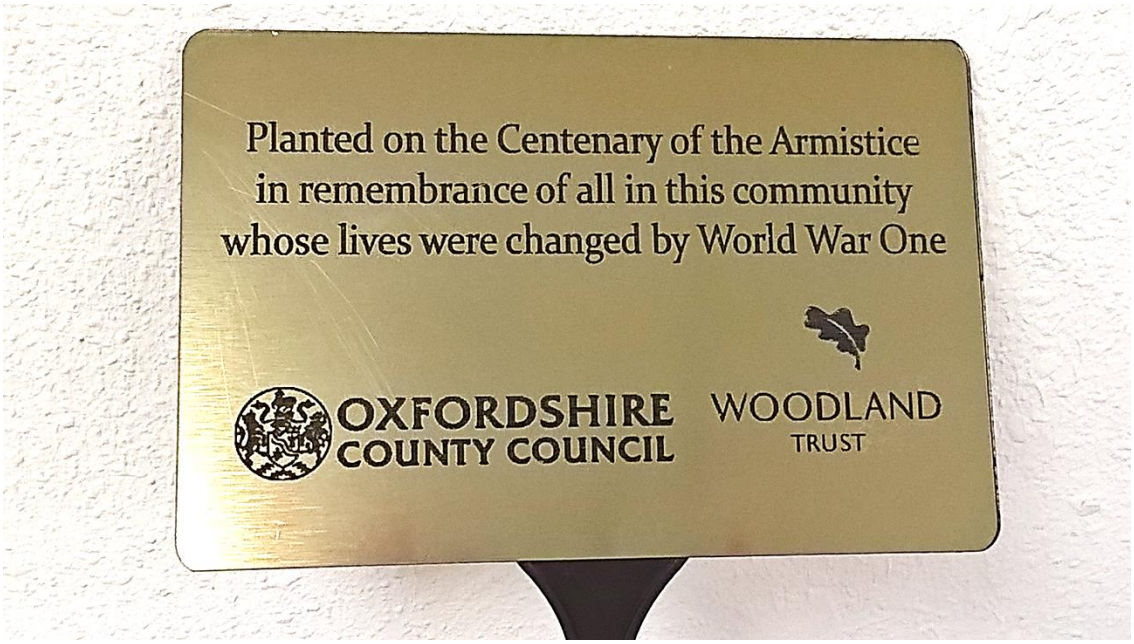
Once the Woodland Trust have confirmed a delivery date we will be in touch with you to hear details of your event and arrange for you to collect your sapling and plaque. Trees will be stored and maintained by Ringrose Tree Services for a short period of time before they are collected, who would be willing to offer free no obligation quotes for services on your planting requirements.

This year also saw the re-signing of a refreshed Armed Forces Covenant by Oxfordshire County Council and its military, business, voluntary and civilian partners.

Our commitment to our military communities is ongoing, and we hope that the Trees of Remembrance project will reflect the gratitude of our communities for the sacrifices people in Oxfordshire have made.

Best wishes

The Policy Team, on behalf of
Peter Clark
Chief Executive



From: Lynn Parker <admin@trustforoxfordshire.org.uk>
Sent: 02 August 2018 15:12
To: clerk@goringparishcouncil.gov.uk
Subject: Funding for biodiversity projects

Dear Mr Ratcliff

I am following up our email correspondence from last year regarding funding that we have available for biodiversity projects in Berkshire and Oxfordshire. Parish Councils are eligible to apply. These funds are being provided by Network Rail to offset unavoidable loss of habitat along the railway line.

We are particularly interested in hearing from Goring Parish as we are aware of the visual impact that there has been on the landscape from tree removal and erection of the gantries as part of line electrification. We currently have an application from Withymead Nature Reserve.

Network Rail committed to no net loss of biodiversity resulting from the electrification process and we are working with them to deliver biodiversity projects to replace the habitat lost when the trees and scrub were removed from the lineside (see emails I previously sent below). The funding is separate from any mitigation for landscape impact however, it is possible to create biodiversity improvement, meeting the requirements of this scheme, while also providing some positive improvement on the landscape.

We would like to get in touch with the local landowners to see if they would be interested in submitting an application for funds to support a biodiversity enhancement project in your local area which could also provide some landscape benefits. Would you or anyone in the parish be able to help put me in touch with the relevant people?

The next deadline for applications is 3rd September and the final deadline for applications is 26th October. I've attached the Stage 1 form for your information and would welcome a discussion regarding any potential project ideas that you may have.

There is further information available on our website
https://www.trustforoxfordshire.org.uk/network-rail-1

Kind regards, Lynn

From: Lynn Parker
Sent: 19 June 2018 11:30
To: clerk@goringparishcouncil.gov.uk
Cc: Fiona Danks <Fiona.Danks@trustforoxfordshire.org.uk>
Subject: Help identifying landowners for Network Rail biodiversity funding

Dear Mr Ratcliff

I have recently spoken with Lucy Murfett at the Chilterns AONB. She has been dealing with Network Rail and trying to seek mitigation from Network Rail for the impact on the landscape from tree removal and erection of the gantries as part of line electrification.

Network Rail committed to no net loss of biodiversity resulting from the electrification process and we are working with them to deliver biodiversity projects to replace the habitat lost when the trees

and scrub were removed from the lineside (see email I previously sent below). The funding is separate from any mitigation for landscape impact. However, it is possible to create biodiversity improvement, meeting the requirements of this scheme, while also providing some positive improvement on the landscape.

Lucy has sent through some possible sites in / near your parish where she thinks it would make a difference, see aerial photos below. I would like to get in touch with the landowners to see if they would be interested in submitting an application for funds to support a biodiversity enhancement project which could also provide some landscape benefits. Would you or anyone in the parish be able to help put me in touch with the relevant people?

Kind regards, Lynn

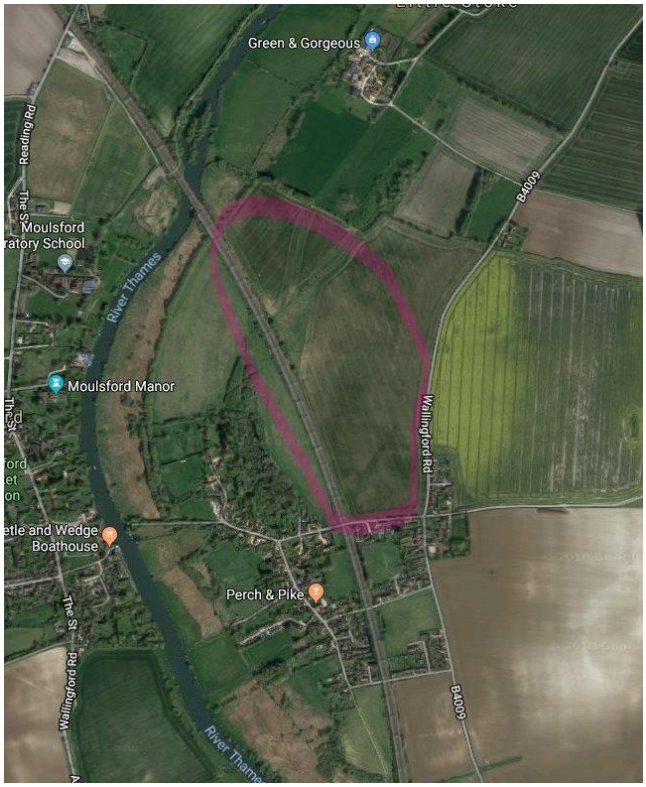
Lynn Parker
Administrator

Trust for Oxfordshire's Environment (TOE)
01865 407003
admin@trustforoxfordshire.org.uk
www.trustforoxfordshire.org.uk

Next to Withymead and the Ridgeway National Trail runs through:

Also here next to Gatehampton viaduct in the Goring Gap and where the line is raised up on an embankment:

And some planting along the railway embankment plus hedgerow reinstatement within this field shown by this circle between South Stoke and the Moulsford Viaduct:



And also here where railway is visible on raised embankment