

Risk assessment

All employers must conduct a risk assessment. If you have fewer than five employees you don't have to write anything down.

Company name: **MARDEN PARISH COUNCIL**

Date of risk assessment: **23/04/2018**

MEMORIAL STONES (including headstones, kerbstones and other memorial items)

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Loose headstones - falling	Cemetery Caretaker Members of the public Contractor Grave digger	Inspect headstones on a regular basis Any movement report to the Parish Office If a danger to the public/staff headstone should be laid down. Next of kin contacted regarding repair/removal. If no Next of Kin available take to Full Council for decision	Refer to Memorial Policy for further information	Cemetery Caretaker Parish Clerk	From now on	
Kerbstones and memorial tablets - trips	Cemetery Caretaker Members of the public Contractor Grave digger	Inspect kerbstones on a regular basis Any damage etc report to the Parish Office Next of kin contacted regarding repair/removal. If no Next of Kin available take to Full Council for decision		Cemetery Caretaker Parish Clerk	From now on	
Erection on new headstones		Ensure stone mason meets current British Standards when signing memorial agreement To provide risk assessment/public liability.		Parish Clerk	From now on	

You should review your risk assessment if you think it might no longer be valid (eg following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities)