Berkswell Parish Council Risk Register – July 2025

	Risk	Observation of Risk	Recommended Action	Priority	Recommended action by Working group	Status
1 TREES						
1.1	**General -trees**					
1.1.1	Trees become potentially dangerous to the public/ private property	Trees appear generally well managed at the moment.	Arboriculture report by Midland Forestry produced in Autumn 2022 provided action plan for management of trees.	Medium	Six monthly asset inspection to be undertaken by 2 Councillors, to include visual check of trees. Clerk to ensure tree survey action points are progressed in line within recommended timescales and commission updated arboriculture report	Ongoing
1.2	**The Spinney**					
1.2.1	Use of the Spinney could be hazardous to the public	Condition of the fence bordering the car park and the spinney, if in poor state of repair could fall down.	Check at six monthly asset inspection.	Low	To be included on asset checklist.	Ongoing
2. PUBLIC AREAS (NON-TREE)						
2.1	**General**					
2.1.1	Condition of general public areas is hazardous to the public	Lack of general cleanliness and tidiness of public spaces could prove hazardous to the public. At present there is no cleaning contract in place to ensure that general areas around the village remain clean and tidy (Council assets)	Consider appointing a contractor to undertake a regular cleaning of general areas which are the responsibility of the PC. This may need to involve the cleaning of sharps or other drugs related paraphernalia so this will need to be pointed out to the contractor.	Low	Council car park will be cleared by Handyperson as and when required.	On-going
3. COUNCIL OWNED ASSETS						

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3.1.1	Condition of Council Assets prove hazardous to the public.	Council assets may deteriorate and become hazardous to the public.	A bi-annual visual inspection programme to be carried out by PC members (appendix A).	High	Implement recommendations from asset inspection. Clerk prepare a schedule, prompt Councillors when due and discuss & minute result and following PC under risk management agenda item	At least 2 Councillors undertake review 6 monthly and report back to full Council
4. COUNCIL SPONSORED EVENTS						
4.1 BBQ						
5.1	Hazard to the public and livestock due to BBQ and bonfire	Public do not respect roped off areas. Items such as balloons brought in.	Inform attendees (via notices and verbal advice) to respect roped off areas and not to bring in balloons and materials which could endanger livestock.	Medium	Risk Assessment to be undertaken and insurance in place.	Ongoing
5. GENERAL						
6.1	Council is misrepresented to 3rd Parties	Minutes to meetings	Code of conduct, social media policy and Meeting 3rd Parties Policy; Councillor and Clerk training.	Low	Review policies and code of conduct when required to ensure up to date.	Ongoing

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