

Rusper Parish Council



Working with and for the community

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RUSPER PARISH COUNCIL RISK ASSESSMENT FOR BEACON LIGHTING

The event taking place will be the lighting of the beacon at the Recreation Ground, High Street on Thursday 8th May at 9.30pm.

HAZARDS IDENTIFIED	WHO IS AT RISK?	EXISTING CONTROL MEASURES	ANY ACTION REQUIRED	ACTION BY WHO	ACTION COMPLETED
Filling the beacon with material – working at height and with machinery	Councillors/contractors	Bell and Sons to be asked to do this. As experienced contractors they are expected to risk assess this job for themselves. A councillor will oversee this work and will wear a hi-vis jacket at all times and remain a safe distance from the beacon and any machinery.	Councillors to be supplied with hi-vis jackets	Clerk/councillors/contractor	All councillors have hi-vis jackets. Bell and Sons to be appointed.
Inclement weather – high wind could cause sparks to blow from the beacon setting alight to other things, heat could cause surrounding areas to burn more	Councillors/contractors/staff/members of the public	Weather will be monitored for severe weather warnings and if it is felt the beacon lighting cannot continue safely this will be cancelled.	Monitor on day and assess if conditions are safe to proceed	Clerk	Monitor on day

easily and heavy rain could cause slips on the field.					
Accident/incident requiring medical assistance.	Councillors/staff/members of the public	Councillors and staff will have access to a fully charged mobile phone to call emergency services if necessary. The pavilion can be used for anyone injured to wait in.	Phone to be fully charged	Clerk	On day
Lost children	Members of the public	Councillors and staff to wear hi-vis jackets at all times so they are visible to members of the public. PCSOs to be informed of event so that they are aware of potential issues.	PCSO to be informed of date	Clerk	3-4 weeks before event On day
<p>Fire hazard - there are no structures nearby that pose a fire risk but nearby hedges/trees may burn if they are dried out from extreme heat.</p> <p>Councillor lighting the beacon at risk of burns from falling material.</p> <p>Falling material/embers could burn people.</p>	Councillors/staff/members of the public	<p>There is a fire extinguisher available at the pavilion. Emergency services to be called if necessary.</p> <p>Contractor to ensure material in beacon is safely loaded. Councillor to move away from beacon area immediately after lighting.</p> <p>Anyone not involved in lighting the beacon to stand well away.</p>	<p>Mobile phone to be fully charged, pavilion to be unlocked</p> <p>Councillors in hi-vis to ensure that people keep away from the beacon lighting area.</p>	Clerk/Councillors	On day

Working at height – risk of fall from lighting the beacon	Councillor	Wick to be made as long as possible. Ladder to be checked to ensure it is stable and strong enough. Councillor to be appointed to climb ladder so it can be ensured that they are competent and have the necessary skills beforehand.	Councillor to be appointed to climb ladder	Councillor	3-4 weeks before event
Infectious diseases/viruses	Councillors/staff/members of the public	Ensure hand sanitising is carried out before and after touching shared items. Anyone unwell should stay at home.	Gloves, masks, hand sanitiser to be provided by Council if required	All	On day

Adopted March 2025