

# HEALTH AND SAFETY RISK ASSESSMENT

**LOCATION: FRAMSDEN VILLAGE HALL**

**grand.snappy.guests (What3Words location)**

A: IDENTIFYING WORKPLACE HAZARDS AND EXISTING CONTROLS					
1. Brief summary of work activity or project assessed	<b>Fire Safety Risk Assessment</b>				
2. List significant hazards	Electrical fire within kitchen area Smoking near premises Electrical fire within hall area – Heaters Electrical fire within meeting room - Heater				
3. Relevant guidelines or standards	Fire Precautions (Workplace) Regs 1999 Regulatory Reform (Fire safety Order) 2005 HSAW Act 1974				
4. List who might be exposed to the hazards	Event Organisers Visitors / General Public				
5. How might they be harmed	Burns Entrapment within building Death				
6. List control measures in place to reduce risks	Fire extinguishers are available, visible and serviced or replaced at appropriate intervals (by stated date on extinguisher)  Fire Alarm system checked and operationally tested to required servicing schedule  Fire evacuation plan in place and all event organisers are aware of the procedures in place  Event organisers to be responsible for attendance counts at events for fire evacuation purposes				
B: ASSESSING LEVELS OF RISK AND FURTHER ACTION NEEDED					
7.1 How severe is any injury or health effect likely to be	Tick one box (S = score given in brackets)	Minor (1) <input type="checkbox"/>	Serious (2) <input checked="" type="checkbox"/>	Major (3) <input type="checkbox"/>	Fatal (4) <input type="checkbox"/>
7.2 How likely is exposure to the hazard	Tick one box (P = score given in brackets)	Very Unlikely (1) <input type="checkbox"/>	Unlikely (2) <input type="checkbox"/>	Possible (3) <input checked="" type="checkbox"/>	Likely (4) <input type="checkbox"/>
7.3 Calculate the risk score by multiplying the scores in Q 7.1 and Q7.2	Risk score (S x P) =	Low (1-3) <input type="checkbox"/>	Medium (4-6) <input checked="" type="checkbox"/>	High (8-9) <input type="checkbox"/>	Very High (12-16) <input type="checkbox"/>

8. Immediate action to be taken to make the situation safe/reduce risk to health	Action to be taken by whom?	Implementation date
<ul style="list-style-type: none"> <li>• Fire instruction notices should include the full address of the premises, including the postcode, together with roles and responsibilities of occupiers or hirers.</li> </ul>	Parish Council	
9. Further action or additional controls needed to reduce risk as low as reasonably practicable	Action to be taken by whom?	Implementation date
<ul style="list-style-type: none"> <li>• Records of all tests, training and incidents should be maintained and kept available for inspection when required.</li> </ul>	Parish Council	
Adopted by Framsdon Parish Council 12 <sup>th</sup> March 2026		