

# PALGRAVE PARISH COUNCIL - RISK ASSESSMENT – ASSETS, as at March 2026

Asset	Location(s)	What could go wrong?	How Likely?	Impact?	Consequences?	Mitigation/Action if risk occurs
Bus Shelter	Manorial Waste	Lack of Maintenance, Physical Damage, Natural Aging, Flyposting	Possible	High	Loss of use	Regular Inspection & Maintenance/ Repair or Replace, Remove Posters Renovated 2024, with new roof, French drains, woodworm treatment, and painted in black barn paint. Gutters cleared. Review for woodworm summer '26
BT Kiosk	Manorial Waste opp Church	Phone being decommissioned spring 2025. Wear and Tear	Possible	Slight	Loss of use	Regular cleaning required. Tasked DoE students to clean in/out spring 2025. Purchased for £1 from BT early 2025. Summer 25- Project agreed to enhance it & use as an art installation. Listed planning application rec'd. Box levelled. Full project work to start spring 2026
Dog Bins	Lows Lane, Lion Rd, Upper Rose Lne, PDCC, Barnaway, Millway Lne, lower Crossing Rd	Lack of Maintenance, Physical Damage	Possible	Moderate	Loss of use	Regular Annual Inspection required /Repair or Replace Oct 22 – all in good order. No action required. Summer 25 all in good order.
Fencing & Gates	Cemetery	Lack of Maintenance, Natural Aging, Physical Damage	Possible	Slight	Loss of use	Regular Inspection/Repair or Replace. Repairs carried out to the main gate late spring 2023. No maintenance since then so work overdue. Maintenance clean down and preservative done Oct 25 on all 3 gates . Lead topping put on pedestrian gate to stop water ingress.
Footway Lighting	The Green, Priory Rd, Lows Lane, Crossing Rd, Upper Rose Lane	Physical Damage, Failure, Life-expired	Possible	Moderate	Loss of Use	All old lamps replaced late 2024 with LEDs and any appropriate work carried out. Replace if damaged, failed or Life-expired by Current Type of Lighting. Inspected annually by SCC and reported back to us.
Gravestones & Memorials	Cemetery, Churchyard	Physical Damage, Decay, Soil Movement, Loosen over Time,	Possible	Moderate	Personal Injury, Property Damage	Regular Inspection/Reset, Repair or Replace, Remove or Re-site Grass cutter / cemetery committee will report any damage to headstones etc.
Cemetery granite sign	Cemetery, Churchyard	Physical Damage, Decay, Soil Movement, Loosen over Time,	Possible	Slight	Personal Injury, Property Damage	Regular Inspection/Reset, Repair or Replace, Remove or Re-site Needs an annual clean with soapy water. Tasked DoE students to do.
Parish Council Notice Board	The Green, Forge Close	Lack of Maintenance, Rain Ingress, Physical Damage	Possible	High	Loss of Use	Regular Inspection & Maintenance/ Repair or Replace, Remove Posters Needs annual clean; ensure doors properly closed to prevent water ingress from overhanging trees cut back in May 2025. Note this is co-owned with the PDCC
Speed Indicator Devices	3 in total at Denmark Hill; Lion Rd and Upper Rose Lane	Batteries stop working due to aging process. Damage due to traffic accidents	Possible	High	Loss of Use	Regular inspection / Repair or Replace Batteries Sept 22 – The Lion Road SID completely refurbished f.o.c. March 2024 – 2 new batteries ordered for Crossing Road SID.
1 x Strimmer petrol driven	Outside Container at PDCC	Lack of Maintenance, Misuse, Breakdown, Life-expired	Possible	Moderate	Personal Injury, Loss of use	Regular Maintenance, check Users, Safety Equipment/Repair or Replace Strimmers in good working order 2024 but only for very light work..
Village Green	Priory Road	Lack of Maintenance, Physical Damage	Possible	High	Loss of Use	Missing / damaged bollards replaced Dec 22 to enhance protection. Further bollards installed 2024 to give further protection for most areas of The Green. Annual check on bollards required for damage.

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Seating	Cemetery, The Green, Manorial Waste, Lows Lane	Lack of Maintenance, Physical Damage, Natural Aging	Possible	Slight	Loss of Use	Regular Maintenance/Repair, Replace or Write Off 1.Oct 22- the Diamond Jubilee metal bench near pond 2 metal supports have come away but main structure is solid and not in danger of collapsing. Washed by DoE students. 2. The Victoria Barber bench, Manorial waste, wooden, cleaned and restored by the family in 2022. Cleaned spring '25 by Cllr Cooper. Fully renovated Summ '25. 3. The Guy Abthorpe bench, Manorial Waste, wooden, cleaned 2023 & spring '25 by Cllr Cooper. Fully renovated Summer 2025. 4. The Alfie & Charlie bench in the Cemetery replaced October '25. Made of recycled plastic so low maintenance. 5. The G Lembo bench, wooden, Cemetery cleaned down and preserved Oct 25. 6. The Lows bench, wooden, cleaned 2023, small repair late 2024. Ed Cooke maintaining when requested. All wooden benches need an annual brush down and teak oil applying.
Trees	Cemetery, Churchyard, Manorial Waste Village Green	Branches falling or Tree uprooting due to Weather or Age, Lack of Maintenance, Physical Damage	Possible	Moderate	Personal Injury, Property Damage	4-yearly full Arboricultural Inspection required, with Recommendation of Works (RoW) in the intervening 2 years. RoW quoted summer '25 by Garnham Trees and works approved and ordered Sep 25. Full detailed inspection & report done March 2023 by Norfolk Trees. Tree on west bank of pond cut back 2024. Canopies raised on access road trees May '25. Skirts on all lime tree trimmed spring 2025.
Village Sign	Manorial Waste	Lack of Maintenance, Physical Damage, Natural Aging	Possible	High	Loss of Use	Regular Maintenance/ Repair or Replace 2023 Blacksmith section of sign remade by original artist. Plinth made good and coated Summer '25. Blacksmith himself needs a clear wood preservative applied annually to prevent any rot / decay / deterioration.
Walling & Gates	Churchyard	Lack of Maintenance, Physical Damage, Natural Aging	Possible	Slight	Personal Injury, Property Damage	Regular Inspection & Maintenance/ Secure Area if Safety Risk, Arrange for Specialist Repair Ongoing annually- Ivy removed from the Church Wall and weedkiller applied. Churchyard Gates – Repairs carried out 2023. Annual maintenance done Oct 25. Regular flint work replacement carried out by Palgrave volunteer.
War Memorial	Churchyard	Lack of maintenance, Physical Damage, Decay	Possible	Moderate	Personal Injury, Property Damage	Regular Inspection/ Repair or Replace. Lettering redone by Cllr Cooper. Cllr Cooper inspected 2025.
Village Pond	The Green	Silting up, weed overgrowth	Possible	High	Lose the asset if not maintained	Regular Inspection & Maintenance. Risk assessment carried out 2024. Luminous signage installed Feb 2025. Works to ditch carried out May 2025. Risk assessment suitable amended.

Approved by Palgrave Parish Council on 12 March 2026 signed *Val Pudney* [V Pudney] Chair