

STEDHAM WITH IPING PARISH COUNCIL RISK ASSESSMENT 2026

#	Location	Who at risk	Risk Evaluation Precautions adequate	How risk managed	Check	Status – Comments	Public Liability Cover	Action Required (NFA – No Further Action) (Latest Updates)
	Recreation Ground	Public	Low	SIPC check	ok		✓	
1	Youth covered seating	Public	Medium	SIPC regular check	ok	Some roof tiles missing. Scheduled for repair in 2024. Included in request for CIL/SDNPA Grant – not granted. The entire structure has a sway when “shoved” by shoulder. The roof is sound but top heavy for the structure corner uprights that are suffering damp/wood rot/softness	✓	No repairs done in 2024 Tiles replaced Clerk obtain professional opinion re. work/repair required. – not done. To be completed 2026
2	Play equipment	Children	Low	Playsafe annual + SIPC Monthly checks	ok	Annual H&S check by Playsafe – last check completed November 2025.	✓	NFA
3	4 x Seats (Roadside, Near play area, WI, VE Day)	Public	Low	SIPC check	ok	Bench slats replaced on WI bench June 2022	✓	NFA
4	Notice Board	Public	Low	SIPC regular check	ok	Support post replaced February 2024.	✓	New noticeboards to be purchased/installed before end 2026
5	No Parking sign	Public	Low	SIPC check	ok		✓	NFA
6	Litter bin	Public	Low	SIPC check	ok		✓	NFA
7	Dog Fouling	Public	Low	SIPC check	ok	None Found. Dog Fouling sign in place. Dog mess has become a rarer occurrence Dog fouling signs installed on grass verge on Mill Lane	✓	NFA
8	Trees	Public	Low	SIPC check & Annual Tree Survey	ok	Contract agreed for annual Tree & Hedge inspection and maintenance – completed November 2025	✓	Next inspection due November 2026

SIPC Risk Assessment 2026 (Checks completed May – June 2026)

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9	Events on land	Public	Low	Ensure user has insurance	ok	Completion of Risk Assessment prior to use	✓	Clerk to ensure Risk Assessment form completed by potential users prior to event
10	Stedham Telephone box	Public	Low	SIPC check	ok	Restoration completed September 2022. Evidence of mice in the box	✓	NFA Monitor for mice – no issue
11	Stedham Graveyard	Public	Low	SIPC check	ok	Annual prune/tidy schedule in place. Annual maintenance completed November 2025. New mowing plan agreed with Contractors May 2026 to prepare ground for similar re-wilding process as recently completed at Common View play area	✓	NFA
	The Street & School Lane							
12	AED	Public	Low	Monthly check	ok	Monthly check/acknowledgement completed on TheCircuit.co.uk Local resident appointed as AED Guardian Note: batteries are rechargeable – do NOT dispose of when flat	✓	NFA
13	Village Sign (Junction The Street/School Lane)	Public	Low	SIPC check	ok	Post and finger boards replaced July/September 2024	✓	NFA
14	Seat at Crossroads (A272)	Public	Low	SIPC check	ok	Bench slats replaced February 2023	✓	NFA
15	The Street Gateways	Public	Low	SIPC check	ok	Scheduled for repair in 2024. Included in request for CIL/SDNPA Grant – No grant – no repairs done Each pair is structurally sound (March 2026)	✓	NFA

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16	School Lane Gateways	Public	Low	SIPC check	ok	Scheduled for repair in 2024. Included in request for CIL/SDNPA Grant – No grant – no repairs done Each pair is structurally sound(March 2026)	✓	NFA
17	Notice Board (CV/School Lane)	Public	Low	SIPC regular check	ok	Under the cabinet are 2 x support hips against the post. They are dove-jointed, but one has dislodged	✓	New noticeboards to be purchased/installed before end 2026
17A	Seat (Common View/School Lane)	Public	Low	SIPC check	ok	Coronation Bench installed May 2023	✓	NFA
18	Litter bin (School)	Public	Low	SIPC check	ok		✓	NFA
	Common View				ok		✓	
19	Seat (Between PostBox & Flats)	Public	Low	SIPC check	ok	No immediate work required.	✓	NFA
20	Litter Bin	Public	Low	SIPC check	ok		✓	NFA
21	Common View Salt bin	Public	Low	SIPC check	ok	Formal inspection in August as part of WSCC Salt Audit New laminated instruction sheets for all bins.	✓	~70% full (June 2026) Needs instruction sheet.. Salt level checked for annual WSCC Salt Audit
22	Post Box	Public	Low	SIPC check	ok	Visited by Royal Mail daily	✓	NFA
23	Play area	Public	Low	SIPC regular check	ok		✓	NFA

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24	Play area Dog Fouling	Children	Low	SIPC Monthly check	ok	New notice displayed. SIPC monitoring dog movement. Significant reduction over 2021/22. “No Dogs” sign okay. No evidence of dog fouling. SIPC continue to monitor on monthly basis.	✓	NFA
25	Play Area Equipment	Children	Low	Playsafe Annual & SIPC Monthly checks	ok	Annual H&S check by Playsafe – last check completed November 2025. Maintenance work done February 2026 (£1100)	✓	NFA
26	Playing field (Nets)	Public	Low	SIPC Monthly check	ok	Posts repainted & nets replaced May 2022	✓	Nets damaged – large hole. Replace nets
27	Play Area Fencing	Public	Low	SIPC Monthly check	ok	Vehicle Gate has dropped and can no longer be padlocked. New accessible pedestrian gate & pathway installed October 2024. All gates okay June 2026	✓	NFA
28	Play Area Seat	Public	Low	SIPC Monthly check	ok		✓	NFA
29	Play Area Litter bin	Public	Low	SIPC Monthly check	ok		✓	NFA
30	Play Area Trees	Public	Low	SIPC Monthly check	ok	SIPC trimmed trees 2020. Owner of adjacent property continuing to remove/replace trees.	✓	Small dead hawthorn tree – remove in Autumn
31	2 x Picnic Tables	Public	Low	SIPC Monthly check		Installed June 2023 Did not install fixings to tables. Recommend tables be moved on next mow so the long grass left can get cut	✓	NFA

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	Allotments	Tenants	Low	SIPC check	ok		✓	
32	Trees	Public	Medium	SIPC check	ok	Review with Viola House boundary agree action No feedback 2025 – possible change of ownership Allotment trees removed November 2025. Trees on boundary with Viola House removed/cut back April 2026. Allotment mower repaired July 2025. Skip provided September 2025. Wasp nest removed August 2025	✓	Pursue clearance between boundary fences as discussed with Viola House Autumn 2025
33	Fencing (Concrete & Wooden)	Public	Low	SIPC check	ok	Fencing repaired/replaced May 2024 Fencing requires repair/replacement	✓	Obtain quotes for new fencing & include in PC meeting for approval
34	Gate	Public	Low	SIPC check	ok	Needs a sharp lift past a nut bolt on the gate catch to secure a complete shut. Condition inspected June 2026	✓	NFA
	Iping							
35	Iping bus shelter (A272)	Public	Low	SIPC check	ok	Scheduled for repair in 2024. Included in request for CIL/SDNPA Grant – grant not received. Roof repair work completed April 2025 Interior/exterior of Bus Shelter cleaned & painted May 2025. Bench repaired April 2026.	✓	NFA
36	Iping village signs	Public	Low	SIPC check	ok		✓	NFA
37	Iping Salt bin (Opposite New Cottage)	Public	Low	SIPC check	ok	Formal inspection in August as part of WSCC Salt Audit No instruction sheet	✓	Add Instruction sheet Salt level to be checked for annual WSCC Salt Audit

SIPC Risk Assessment 2026 (Checks completed May – June 2026)

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38	Iping Salt bin (Stubbs Hill Farm)	Public	Low	SIPC check	ok	Formal inspection in August as part of WSCC Salt Audit New laminated instruction sheets for all bins.	✓	Salt level to be checked for annual WSCC Salt Audit
39	Iping Seat	Public	Low	SIPC check	ok	Bench replaced April 2025 Old bench placed in Iping bus shelter.	✓	NFA
40	Iping notice board	Public	Low	SIPC regular check	ok	Refurbished April 2021	✓	New Notice Board to be installed before end 2026
41	Iping Churchyard	Public	Low	SIPC check	ok	Tree/Hedge Maintenance Agreement Oct2023 - -- completed November 2025	✓	NFA
42	Iping Phone Box	Public	Low	SIPC check	ok	Restoration work scheduled for April/May 2025. AED(already purchased) to be installed after restoration completed (Quotes received for all works). Restoration of Box completed June 2025. AED installed June 2025. Local resident appointed as AED Guardian.	✓	NFA
	Administration / Assets							
43	Records	SIPC	Fire, water, theft	Paper copies scanned & stored digitally	ok	Paper records recovered from previous Clerk and all records to be transferred to archive. All relevant documents archived to WSCC Records Office March 2026	✓	NFA
44	Electronic data	SIPC	Fire, water, theft	Stored on cloud & Back up	ok	External hard drive purchased & used for offline backup	✓	NFA
45	Financial / Liability	SIPC	Low	Fidelity cover	ok	Insurance cover in place; Insurance cover re-assessed to cover existing and new play equipment	✓	NFA

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46	Members and employees	SIPC	Low	Insurance cover	ok		✓	NFA
47	Meetings	Public	Low	Hall/SIPC insurance	ok	Public meetings will comply with appropriate regulations	✓	NFA
	Other							
48	Ingrams Green Salt Bin (Opposite small business area)	Public	Low	SIPC check	ok	Formal inspection in August as part of WSCC Salt Audit New laminated instruction sheets for all bins.	✓	Lid not fitting correctly. Instruction Sheet not fixed to lid Salt level to be checked for annual WSCC Salt Audit
49	Ash House Salt bin (Ash House Lane)	Public	Low	SIPC check	ok	Formal inspection in August as part of WSCC Salt Audit New laminated instruction sheets for all bins.	✓	Instruction Sheet not fixed to lid & dirty Salt level to be checked for annual WSCC Salt Audit
50	Finger posts/signs	Public	Low	SIPC check	ok	Refurbishment completed May 2021	✓	NFA
51	Finger post (campsite triangle)	Public	Low	SIPC check	ok	Refurbishment completed May 2021	✓	NFA