

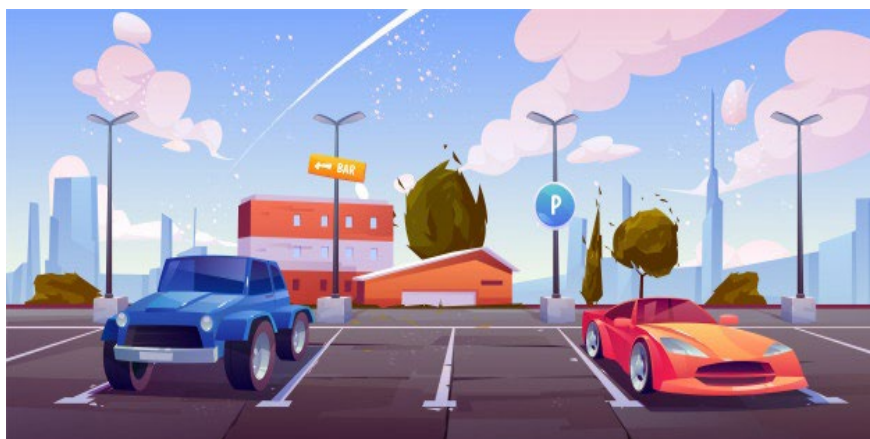


2026

WOOTTON PARISH COUNCIL

CAR PARKS

RISK ASSESSMENT



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Haynes

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Version History

Version	Reviewed at	Approved at
Version 1.00	Full Council Meeting of Wootton Parish Council on 12 th January 2022	Full Council Meeting of Wootton Parish Council on 12 th January 2022
Version 1.00	Full Council Meeting of Wootton Parish Council on 12 th March 2025	Full Council Meeting of Wootton Parish Council on 12 th March 2025
Version 2.00	Full Council Meeting of Wootton Parish Council on 11 th February 2026	Full Council Meeting of Wootton Parish Council on 11 th February 2026

To be reviewed annually.

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Assessed Risk: Car Parks: • Bedford Road (Memorial Hall; • Church Road (Recreation Ground); • Harris Way (Community Centre)		Assessed by: Sue Edgar Playford Clerk to the Council and Responsible Financial Officer	Date: 30 th January 2026
SEVERITY OF HARM → LIKELIHOOD OF HARM ↓	NEGLIGIBLE Superficial injuries, minor cuts, and bruises	MODERATE Minor fractures or ill health leading to minor disability	SEVERE Multiple injuries, major fractures, fatalities
IMPROBABLE	SLIGHT	TOLERABLE	MODERATE
POSSIBLE	TOLERABLE	MODERATE	SUBSTANTIAL
FREQUENT	MODERATE	SUBSTANTIAL	INTOLERABLE

Nature of Hazard?	Who might be harmed and how?	Actions already in place	Further actions required to manage this risk?	Action to be taken by whom?	Further actions by when?	Date completed
Suitable vehicle routes – restricted access If vehicle access is restricted is specified vehicle types by weight, height, width, type etc) Drivers may have to find an alternative route – driving standards may drop while they are distracted Divers may have to manoeuvre	Drivers, passengers and pedestrians	Drivers are expected to take their own measures to ensure manoeuvres are undertaken safely and with consideration for other drivers, passengers and pedestrians	N/A	All users	N/A	Ongoing

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vehicles unexpectedly – such as reversing out of the entrance						
Suitable line of sight / vision for drivers & pedestrians Drivers & pedestrians will need sufficient time to recognise and react to hazards. Accidents of all types more likely if hazards not seen in time Requirements related to speed, reaction time needed, light levels, general vehicle visibility	Drivers, passengers and pedestrians	Drivers are expected to take their own measures to ensure manoeuvres are undertaken safely and with consideration for other drivers, passengers and pedestrians	N/A	All users	N/A	Ongoing
Suitable traffic speed Traffic travelling at an unsuitable speed may make a collision more likely / make the results of a collision more severe	Drivers, passengers and pedestrians	Drivers are expected to take their own measures to ensure manoeuvres are undertaken safely and with consideration for other drivers, passengers and pedestrians	N/A	All users	N/A	Ongoing
Reversing vehicles Reversing vehicles more likely to be in a collision – drivers have limited line of sight Large reversing vehicles – coaches, lorries, big vans - may have limited or no line of sight May also result in damage to vehicles, equipment & property that may have	Drivers, passengers and pedestrians	Drivers are expected to take their own measures to ensure manoeuvres are undertaken safely and with consideration for other drivers, passengers and pedestrians	N/A	All users	N/A	Ongoing

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further H&S implications						
Parking Vehicles manoeuvring into parking more likely to be in a collision Poorly parked vehicles may restrict vehicle / pedestrian routes Poorly parked vehicles may restrict line of sight for drivers / pedestrians Poorly parked vehicles may hinder vehicle manoeuvres	Drivers, passengers and pedestrians	Drivers are expected to take their own measures to ensure manoeuvres are undertaken safely and with consideration for other drivers, passengers and pedestrians	N/A	All users	N/A	Ongoing
Gritting during icy conditions.	Drivers, passengers and pedestrians	Grit bins are in situ within all three car parks. <u>Bedford Road Car Park (Memorial Hall)</u> Sweet Peas pres-school grit the path and ramp to the front door. The parish council previously agreed (FC21/044) not to grit any area of the car park. Members resolved on 12th March 2025 (FC25/065) to place signage in this car park warning users to take care, especially during adverse weather conditions. <u>Church Road Car Park (Recreation Ground)</u>	N/A	All users	N/A	Ongoing

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		M J Petty Ltd grits the car park when necessary. They have access to the user app to lower the automated bollards system, should the need arise. <u>Harris Way Car Park (Community Centre)</u> The Community Centre car park will be gritted by the Charitable Trust/Wootton Lower School in accordance with the Joint Use Agreement.				
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