

MELBOURN PARISH COUNCIL

APPENDIX 1

Area	Risk Factors (Score 1 low – 5 high)						Total Score	Risk Level High/Medium/Low
	Young Children Use	Youth Attention and Use	Traffic Hazards	Sports Use	Level of Footfall	Elderly Persons Use		
Moor Play Park	5	5	0	1	5	5	21	High
All Saints Churchyard	0	5	0	0	3	5	13	Medium
Orchard Road Cemetery	1	2	0	0	5	5	13	High (due to bin emptying needs)
Old Recreation Ground	2	4	0	5	4	3	18	Medium
New recreation Ground	2	3	0	5	5	3	18	Medium
Village Car Park	5	5	5	0	5	5	25	High
War Memorial	4	5	2	0	5	5	21	High
Littlehands and Access Way	5	5	4	2	5	3	24	High
Melbourn Hub and Gardens	5	5	0	0	5	5	20	High
Stockbridge Meadows	3	5	0	0	3	4	15	Medium

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Area	Risk Factors (Score 1 low – 5 high)						Total Score	Risk Level High/Medium/Low
	Young Children Use	Youth Attention and Use	Traffic Hazards	Sports Use	Level of Footfall	Elderly Persons Use		
Fire Engine Shed	0	2	3	0	1	1	7	Low
Jubilee Orchard	3	3	0	1	3	3	12	Medium
Clear Cres.Play Park	5	5	0	1	5	5	21	High
Armingford Cres.	2	2	2	2	1	1	10	Low
Worcester Way	3	3	1	2	2	1	12	Medium
Beechwood Avenue	2	3	0	2	3	1	11	Low
Chalkhill Barrow	2	2	2	1	2	1	10	Low
Elm Way	2	2	2	1	2	1	10	Low
Millenium Copse	2	5	0	0	3	1	11	Low
BMX Site	4	5	0	5	3	0	17	Medium
Allotments	1	4	0	0	4	4	13	Medium
New Road Cemetry	3	3	1	3	5	5	20	High

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APPENDIX 3

Area	Monthly Checking Record				NOTES
	Week 1	Week 2	Week 3	Week4	
Moor Play Park					
Village Car Park					
War Memorial					
Littlehands and Access Way					
New Rec. Ground					
Clear Cres.Play Park					
Orchard Road Cemetery					
New Road C/metery					
Old Recreation Ground					
Pavilion					
Stockbridge M.					
Worcester Way					
BMX Site (Summer & only if open)					

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Area	Monthly Checking Record			
	Week1	Week2	Week 3	Week4
Allotments				
All Saints' C/Yard				
Jubilee Orchard				
Fire Engine Shed				
Armingford Cres.				
Beechwood Avenue				
Chalkhill Barrow				
Elm Way				
Millennium Copse				

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Pavilion : Legionella monitoring	Weekly	Monthly	Quarterly	Annually
Record flushing of infrequently used outlets	1			
	2			
	3			
	4			
Formal thermal control and hygiene regime				
Record cleaning and descaling				
Showers – descale and disinfect				
Disinfect HWSV				
Hot water cylinders – check water temp (should be 60c)				
Fit automatic flushing valves to expansion vessels OR flush regularly				
Service all TMVs annually				
Check insulation to pipework where required				