

**Lilford Wigsthorpe Thorpe Achurch Parish Council  
Risk Assessment Register**

<b>ACTIVITY</b>	<b>RISK ASSESSMENT</b>	<b>REVIEW DATE</b>
<b>Assets maintenance work</b>	<b>General Risk Assessment</b>	<b>09.05.2023</b>
	<b>Refurbishment of benches &amp; noticeboards Assessment</b>	<b>9.05.2023</b>
<b>Lone working</b>	<b>Lone Working Policy</b>	<b>09.05.2023</b>
<b>Opening up meeting room</b>	<b>Lone Working Policy</b>	<b>09.05.2023</b>
<b>Attending meetings</b>	<b>General Risk Assessment</b>	<b>09.05.2023</b>
<b>DSE</b>	<b>DSE Assessment</b>	<b>09.05.2023</b>
<b>Meeting members of the public</b>	<b>Lone Working Policy</b>	<b>09.05.2023</b>
<b>Banking cash</b>	<b>Financial risk assessment</b>	<b>09.05.2023</b>
<b>Loss of clerk</b>	<b>Financial risk assessment</b>	<b>09.05.2023</b>
<b>Inappropriate financial transactions</b>	<b>Financial risk assessment</b>	<b>09.05.2023</b>
<b>Storage of documents</b>	<b>Records Retention Policy</b>	<b>09.05.2023</b>
<b>Data Security</b>	<b>Data Protection Policy</b>	<b>09.05.2023</b>
<b>Access to items stored and used by Clerk</b>	<b>TO BE DEVELOPED</b>	
<b>Preservation of assets</b>	<b>Financial risk assessment Assets Register</b>	<b>09.05.2023</b>
<b>Loss of assets</b>	<b>Financial risk assessment Assets Register Insurance Review</b>	<b>09.05.2023</b>
<b>COVID 19</b>	<b>Covid Risk Assessment</b>	<b>As necessary</b>
<b>Refilling of grit bin</b>	<b>General Risk Assessment</b>	<b>09.05.2023</b>
<b>Litter Picking</b>	<b>TO BE DEVELOPED if necessary</b>	
<b>Volunteers</b>	<b>General Risk Assessment</b>	<b>09.05.2023</b>
<b>Emergency Evacuation from meeting</b>	<b>General Risk Assessment</b>	<b>09.05.2023</b>