

Redenhall with Harleston Town Council

Allotment Risk Assessment

About the site

The Site is at Mendham Lane and accessed through a field gate. Vehicles can be brought onto site and parked in the designated area. No vehicles are allowed beyond this point other than council authorised machinery. The Council holds a plan of the site. Tenants have allotment agreements and are issued with rules and regulations.

Who is at risk?

Plot holders, visitors including children

General Risk Management

Risks are minimised for site users and visitors through a regular inspection regime (6 monthly) by displaying the rules and regulations for the site on the Council's website and on the noticeboard adjacent to the allotment car park, all allotment holders receive a copy of the rules and regulations.

Any children on the site should be accompanied and supervised at all times by an adult. There should be no play equipment on site. Any pets on the site should be kept under control and on a short leash on the pet owners plot only. Vehicles taken on site must use the clearly marked parking and turning area only. Nothing should be left on pathways.

What else can be done to minimise risk?

The allotment rules and regulations are reviewed annually. Detail relating to bonfires, structures and trees are in the rules and regulations for the site. Rules and regulations are discussed with allotment holders at the annual allotment meeting. Tenants may raise concerns about the management of the site at this meeting.

The Council undertakes a **formal inspection twice annually which assesses the maintenance of each plot** – the standard of its cultivation and the management of the plot. In addition there is a **twice annual inspection** undertaken for health and safety.

The Council has a budget for the management of the allotment site.

The Council holds public liability insurance for its allotment site.

The Council cannot be held responsible for individual plot holder's sheds and their contents. Plot holders should seek their own insurance for their sheds and the contents of the shed.

This risk assessment is reviewed annually by the Allotment Committee of the Council.

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