

Luccombe Parish Council Risk Assessment

Version: May 2022	Adopted: May 2022
	Reviewed: Feb 2026

RISK	L/M/H	WHO/WHAT IS AT RISK	MANAGEMENT OF RISK
Misuse of public funds/fraud/corruption	Low	PC Funds	Standing Orders/Financial Regulations are internal controls which regulate the activities of the Parish Council. Money paid to the PC by cheque made out to Luccombe Parish Council or bank transfer. Income and expenditure is authorised and recorded at PC meetings. All cheques are signed by two authorised signatories. Bank Reconciliations are presented at PC meetings and signed off by different Councillors. Accounts presented for approval by PC at the end of the FY. Internal Auditor reviews accounts and controls each year. Fidelity Clause in Insurance to cover loss through theft/dishonesty. Register of Councillors interests maintained.
Acts of Negligence	Low	PC/Public	Covered by Public Liability Insurance
Damage to Assets	Med	Defib., lawnmower, laptop, printer	The laptop and printer are low risk, they are used and stored in the Clerk's house, the lawnmower risk is low as it is never used and is stored in the locked reading room, the Defib

			is in a cabinet in the porch of the village hall and must be easily accessible to everyone. The risk of malicious damage or theft is moderate although the alarm on the cabinet has been damaged. The Defib is checked once a week by the Clerk.
Access to Defib	Low	PC/Public possible slippery path	V.H. members check the path and the PC provides bags of salt as required.
Employers Liability	Low	Clerk	Covered by Employers Liability
Footpaths and Greens	Low	Public	In Luccombe the grass in the centre of the village and along Church Walk is regularly cut by a contractor, and the rest of the Parish areas are maintained by the National Trust. Farmers and SCC cut hedges, the ENP maintains the bridleway and cuts the hedges in Church Walk twice a year.
Benches and Picnic Table	Med	Public	Regular checks to be reported to the PC covered by Public Liability.
Personal Accident	Low	PC	Covered by Insurance Policy
Libel and Slander	Low	PC	Covered by Insurance Policy
Pandemics	Low	PC/Public	A separate risk assessment has been carried out concerning meeting in the Village Hall.