

WOPC – WO Playing Fields Risk Assessment Action Update – Jan 2025

Photo No	Location	Risk	Risk Level	Mitigation	Risk Level	Status
1	Playing field entrance from Vicarage Lane	The pathway from St Blaise is uneven and slippery forcing wheelchair/ pushchair users into the vehicular route	M	Application accepted by Warwickshire CC and the project is awaiting start on site. Ground to be levelled and footpath installed close to the hedge	L	Still awaiting start on site as the cost has increased due to the contractor noting oak tree roots in the way
2	Entrance gate at the Vicarage Lane end	The ground behind the gate has built up so that the gate cannot open properly and springs back quickly	L	The ground behind the gate needs cutting away to allow the gate to open fully	L	Clerk to be asked to instruct the groundsmen
2+21	Entrance gate at Openfield Croft end	Gate latches have been removed so that the residents can't hear the closing noise. Gates open in one direction and it is suggested the gate opens in both directions to allow for better accessibility	L	Latches should be replaced so that the gates close fully preventing the escape of dogs/children	L	Clerk to be asked to seek quotes for replacement latches
3	Inside the hedge adjacent to the Lane	Broken branches and hedge trimmings fall on the ground where people may fall over them when walking	L	Fallen tree branches and hedge trimmings should be cleared way to avoid trips etc	L	Area to be monitored by the groundsmen
5	Pathway from the field to the tennis courts	Vegetation and bushes need cutting back to prevent people being cut/scratched when passing	L	This needs to be included for action in the general park maintenance routine	L	Area to be monitored by the groundsmen
7	Pathway from the playing field into Vicarage Lane	Gate opens inwards but as people enter/exit here, the gate should pen in both directions to maximise accessibility. Ground slopes away to the lane causing a slip hazard when wet	L	Replace the gate with one that opens in both directions for ease of users. In the long term consider improving the path by reducing the slope gradient/installing a path	L	Action will remain open until the footpath is stalled as the gate will need to be re-handed if that happens
9	Houses backing onto the edge of the playing field	Overgrown vegetation on the field side with a potential to damage the residents back fences	L	Overgrown vegetation to be removed to avoid having to replace resident's fences	L	Groundsmen to include in their field maintenance routine. Noted on 2.1.25 that vegetation had been cut back

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10	Rear of houses on the edge of the playing field	Evidence of residents using their back entrances to access the playing field to play: leaving play materials on the field side of their gate	L	Checks to be made on their right to accessibility and contact made to warn against leaving equipment outside the gate which may cause a fall/trip etc	L	SS to send residents a letter advising them of their obligation to maintain any vegetation creeping over their fences, the fences themselves and to not leave equipment on the field. If they want to use the rear gate to access the field freely then any access maintenance /need to remove overgrown vegetation, will need to be done by WOPC and may incur a charge
11	Rear of houses on the edge of the playing field	Evidence of residents using their rear gates to access the playing field – do they have right of way?	L	Check whether they have right of way as there is an issue around maintenance around their using the rear gate to access the field	L	
12	Rear of the houses on the edge of the playing	Foliage growing over the fences and into the field area, with evidence that fences may be damaged by this	M	Danger that fences may collapse: need to determine ownership of the fences and ask the residents to cut the foliage back	L	
13	Perimeter of the playing field and overgrown vegetation	In the dog-leg behind the Green Room, the vegetation needs to be cut back to avoid the area becoming a potential hive for rats if it remains wet.	L	Area was not included in the recent cut back by the groundsmen: if the reason for this was that it was too muddy then other tools should be used	L	At the maintenance meeting it was discussed that this could be an area maintained as uncut to encourage wild flowers but noted after the meeting that it had been cut back
14	The Green Room (used by CoC)	Unknow whether the external lighting/ emergency lighting is working	M	There is a statutory requirement for emergency and external lighting where there is a risk of fall etc.	M	Clerk to be asked to see quotes for external lighting/emergency lighting outside the Green Room
		There is an external step with no demarcation of the change in level and therefore a potential for a fall and overgrown foliage on the dedicated path	M	Groundsmen to be asked to maintain the dedicated path and entrance step free of overgrown foliage. WOPC to consider demarcating the step edge	L	Noted that the foliage had been cut away. WOPC to demarcate the step edge. CoC to be asked to provide a risk assessment

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15	Drain situated in the grass betwixt the oak tree and Green Room	The area and football pitches are subject to flooding so the purpose of the drain should be investigated, as this may provide a solution	L	Not a risk in itself but it is suggested that the purpose and positioning of the drain should be investigated – the cover has no identifying marks	L	CC looked at the drain after the meeting and suggested that we lifted the cover if we can get a hook to see if it is a drain/soakaway
16	Pavilion storage compound	Chemicals stored outside in direct sunlight	L	Check manufacturers instructions to see if it can be left in direct sunlight	L	After the meeting the chemicals were identified as pitchmarker and can be left outside
17	Pavilion roof	Weeds growing out of the roof above the changing rooms and the guttering and may give rise to a leak into the building/building damage	L	The growth of vegetation on the roof above the changing rooms needs to be investigated and action taken to remove it if necessary	L	The area was inspected after the meeting and the weeds have disappeared but there is ivy growing below that needs removing
18	Access to the car park from the rear of The Pavilion	One of the villagers has raised a concern the solid hooped fence around the Pavilion car park which in the event of an incident on the field may prevent people exiting the field quickly	L	Consideration should be given to replacement of this fence with demountable bollards to avert a possible delayed exit from the field in the event of an emergency	L	The meeting considered this but reiterated that as the fence had been erected to prevent access onto the field by <i>travellers</i> , the fence should remain
19	Pavilion car park and exit between the Pavilion car park and the playing field	Area is worn away just as you step off the car park and onto the field and there is a step down which might cause someone to slip, trip or fall – this would also pose a risk to those using the Green Room	M	Build up the area so that the surrounding grass is level with the car park surface so that there is not a change in level	L	As the unusually inclement weather worsened the situation, the area was levelled off but when the earth washed away again a mat was also introduced
21	The entrance gate at Openfield Croft	The latch on the gate has been removed so the car park gate will not close properly. The post between the pedestrian gate and the vehicular gate looks damaged	M	As a security precaution the gate is locked at night so removing the latch jeopardises this and must be replaced. Repair the post	L	Clerk to be asked to procure a quote for a replacement latch. The repair to the post has been done already.

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20	The Pavilion car park	There is a sunken drain in the middle of the Pavilion car park – it may be evidence of the car park sinking so should be investigated	L	Classed as low risk until further investigated: to include asking STWA/looking through past records	L	Action on hold whilst historical information is investigated
		External/emergency lighting – we need to check if this is still working and it then needs to be tested regularly	M	Once this is installed it will need regular testing – see earlier action	L	CC seems to think that there is a control fob for the lighting so further enquiries need to be made
		Entrance steps are not demarcated to show there is a change in level	L	Consider demarcating the edge of the steps leading into the Pavilion	L	Clerk to be asked to instruct the groundmen to paint the step edges in white/yellow along with the Green Room
4	Area of the old bin	The debris from the arson attack was removed leaving a hole which may be a trip / fall hazard	L	Hole to be filled in [with sand perhaps], as a short-term measure – until it is decided whether to re-instate the bin	L	Hole filled in following completion of this risk assessment
6	Path through the tennis court car park	Gravel in the parking area spilling over the pedestrian pathway with a potential for causing a slip/trip/fall	M	Speak to the tennis courts in the first instance to ask them to maintain the pathway as clear	L	Email sent to tennis courts to ask them to maintain a clear pathway
7	Exit from the tennis courts into Vicarage Lane	There is no sighting of vehicles travelling up the Lane from the rhs for either vehicles/ people so a great potential for injury/death	H	Erect a “stop beware pedestrians” sign in the Lane on the approach to the tennis courts	L	Action completed – sign installed
8	Tennis courts car park	Cars parking on the footpath narrowing the pedestrian pathway	L	Danger of people being unable to pass and consequently scratching cars or being hurt on the adjacent vegetation	L	Email sent to tennis courts to ask their patrons not to park on the path