

PARISH HALL SURROUNDS	3 Monthly Hazard Assessment completed by PC member and signed. Any concerns notify the Clerk and lead councillor of Playgrounds and Parish Hall Advisory Group, Agenda Item For Parish Council Meetings.	Action YES	Needed NO	Done
Parish Hall Car Park	Car park surface in good condition.			
	Trees/shrubs not blocking view into car park.			
	Exit, Entry, 5mph, Fire Muster signs in good order.			
	Recycle bins area clear tidy,			
	Do any bins need to be replaced/emptied.			
	Paths from car park free from trip/slip hazards.			
Parish Hall Patio	Steps and Handrails good condition.			
	Surface of patio free from trip/slip hazards.			
	Railings surrounding patio good condition.			
	Bin store compound, clear, tidy and fencing in good condition.			
	Sloping path from Patio free from trip/slip hazards/ railings good order.			
	Bicycle racks in good condition.			
Front Parish Hall Car Park	Car park surface in good condition			
	Entrance path to Parish Hall and Bollards in good condition			
	Parking Bays not damaged			
	Disability car parking signs in good order			
	Do any bins need to be emptied.			
	Path to MUGA/Tennis courts, free from trip/slip hazards			
	Tree/shrubs not blocking view out of car park			
	Petanque court surface good condition			
	Petanque court surrounds free from trip/slip hazards			
	Benches secure and in good condition.			
	Parish Council Notice Board in good condition			
	Bin by Parish Council Notice Board does it need to be emptied.			
Signed on behalf of Hartlebury PC		Name	Signature	Date

MUGA, TENNIS COURT SURROUNDS	Weekly hazard assessment completed by Lengthsman and signed. Any concerns notify the Clerk and lead councillor of Playgrounds and Parish Hall Advisory Group, Monthly Agenda item for Hartlebury PC meetings	Action YES	Needed NO	Done
Car Park MUGA	Car park surface in good condition.			
	Trees/shrubs not blocking view Entry/exit of car park			
Table Tennis Surrounds	Paths and surface free of any trip/slip hazards			
	Table Tennis Table in good condition.			
	3 Bay seat, Bar seat and Benches in good condition.			
	Bin by Table Tennis Table, does it need to be emptied.			
MUGA	Entrances to MUGA free from trip/slip hazards			
	MUGA playing surface in good condition			
	All 6 basketball nets in good condition			
	All 4 cricket stumps and 6 small throwing targets in good condition			
	Fencing to MUGA including Football goals in good condition			
	Safety/user information sign in good condition.			
Tennis Court	2 Gates in good condition			
	Safety/user information sign in good condition			
	Path/ entrance from Parish Hall free from trip/slip hazards			
	Net and Posts in good condition			
	Tennis Court playing surface in good condition.			
Litter	Is whole area free from litter, sharp objects.			
Signed on behalf of Hartlebury PC		Name	Signature	Date

PLAY AREA JUNIOR SENIOR, SURROUNDS	Weekly hazard assessment completed by Lengthsman and signed. Any concerns notify the Clerk and lead councillor of Playgrounds and Parish Hall Advisory Group Monthly Agenda item for Hartlebury PC meetings	Action YES	Needed NO	Done
Play Areas approach	Surface of path to play area in good condition, no trip/slip hazards			
Surrounds of Picnic	Benches surrounding play area, 2 bay seat securely fixed, good condition.			
Tables	Bin by Picnic Tables needs emptying			
	Picnic Tables securely fixed, good condition and surface underneath good condition.			
	Safety/user information sign in good condition			
Junior Play Area	Entrance gate good working order/ Maintenance gate good working order			
	Tango railing in good condition			
	Surface to play area no trip/slip hazards, good condition			
	Swings seats, chains and frame in good condition, basket swing good condition			
	Safety barrier and 3 activity panels in good condition			
	Climbing frame/slide unit in good condition			
	Roundabout and surrounds in good condition			
	Springer horse and Zingo rocker in good condition			
	Area free from litter			
Senior Play Area	Entrance gate good working order/ Maintenance gate good working order			
	Tango railing in good condition			
	Surface to play area no trip/slip hazards, good condition			
	Buddy Board good working order			
	Birds nest swing, chains, basket seat good condition			
	Skateboard simulator runners free from dirt, seat and frame good condition			
	Titan Carousel all seating and trapeze cords in good working order			
	Bar seat securely fixed good working order			
	Area free from litter			
Signed on behalf of Hartlebury PC		Name	Signature	Date