

Wickham St Pauls Parish Council – Christmas lights Celebrations – General Activity Risk Assessment

Organisation Name: **Wickham St Pauls Parish Council**

Responsible person: **Martin Cooper**

Event date: **Saturday 5th December 2026**

	LIKELIHOOD (Chances of occurrence)		COVID SEVERITY (Outcome)	INJURY SEVERITY (Outcome)
2	Remote Possibility	2	Negligible symptoms	Negligible injury
4	Unlikely	4	Mild symptoms	Mild injury
6	Possible	6	Moderate symptoms	Moderate injury
8	Very Likely	8	Severe symptoms	Severe injury
10	Certainty	10	Fatal symptoms	Fatal injury

LOW (1 – 30)	MEDIUM (30 – 40)	HIGH (40 – 80)	VERY HIGH (80 – 100)
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Potential Hazard (A)	Likelihood (B)	Severity (C)	Risk rating before controls (D) B x C	Who is at risk? (E)	Control Measures (F)	Likelihood (G)	Severity (H)	Risk Rating after controls (J) G x H
Spreading COVID-19	6	6	36	All Participants	Any attendee that may develop symptoms within 7 days of visiting the venue or anyone in their household that develops symptoms, must use the Track and Trace system to alert others with whom they have been in contact via the Parish Council Clerk.	4	6	24
Contracting COVID-19	6	6	36	All Participants	Use hand sanitisers. Wear protective face masks. Maintain a minimum of 2m social distancing or 1m with risk mitigation as advised by H.M. Government. Avoid all physical contact.	4	6	24
Electrocution	4	6	24	All Participants	Ensure all lights are installed by a competent operative. Use only low voltage lights and extension leads. Ensure lights and transformers have been tested.	2	4	8
Drowning in pond	6	8	48	All Participants	Place a barrier in front of the pond where the Xmas tree is situated. Ensure adequate lighting.	4	8	32

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Scalding with Mulled wine	4	8	32	All participants	Mulled wine heated in the village hall and decanted into flasks for pour at the tree side. If camping gas cookers are used ensure the cookers are isolated from members of the public and the area is well lit.	2	8	16
Being struck by a moving vehicle	6	8	48	All Participants	Road Marshalls either side of the event and slow down signs and wearing hi-Vis jackets. Carry torches.	6	8	36

Assessment completed by: **Martin Cooper**

Confirmation that detailed controls will be implemented at all times: Signed: **M. Cooper** Date: **28th July 2026**

Adopted
Date 28th July 2026
Minute reference 26/079
Review Date: May 2027