

St John The Evangelist, Redhill, Surrey

**Health and Safety Risk Assessment for Church, Community
Centre and Meadvale Hall**

**St John The Evangelist, Redhill
Risk Assessment for Church, Community Centre and Meadvale Hall**

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Document History

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		Facilities Manager		

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Introduction

As the church is an employer health and safety risk assessments must be completed to identify the steps needed to be taken to comply with relevant law.

The risk assessments must consider the risks to employees while at work and others who may be affected by it (for example, volunteers, members of the congregation, other visitors, etc.). Reference should be made to the following document from Ecclesiastical Insurance: <https://www.ecclesiastical.com/documents/risk-assessment-template-large-churches.pdf>.

Other more specific assessments may need to be completed under other health and safety and other regulations. Examples include risk assessments for dealing with asbestos, fire and where employees manually lift and carry loads.

If five or more people are employed, they must be recorded detailing any significant findings and those who may be especially at risk.

The risk assessment is a living document requiring regular review and revision to accommodate changes in circumstances. It is about identifying sensible precautions for the church. The level of detail required should be proportionate to the risk. The risk assessment should identify hazards (for example, asbestos) for which specific precautions will need to be implemented.

Generally insignificant risks or those associated with life in general are not considered. However, where the church activity adds to or significantly alters these, they will need to be considered. Unforeseeable risks are not expected to be anticipated.

It must be borne in mind that solely completing an assessment won't prevent accidents happening. It is important to take the precautions identified as being necessary.

Methodology

The methodology in preparing this risk assessment is based on:

1. Considering what might cause harm to people
2. Deciding if reasonable precautions are being taken.

Step 1: Identifying the hazards

Hazards are the things that can harm people. Anyone responsible for activities should walk around the inside and outside of the building (church, community centre or Meadvale Hall) to identify the hazards, deciding how likely it is that harm could occur. Include those hazards that might arise from particular activities, concerts, festivals or other events.

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Areas to be considered include:

- Those open to the public (for example, the body of the church, porches, balconies, community centre and Meadvale Hall rooms, etc.)
- Those restricted to clergy and volunteers (for example, chancel, vestries, sacristies, serveries, etc.)
- Those only accessed by a small number of people with specific roles (for example, roofs, bell and ringing chambers, organ loft, boiler or plant room, etc.)
- Those sometimes accessed by the public (for example, towers)
- Outbuildings
- Churchyard and parking areas.

Consideration should be given to the following:

- Information produced by Ecclesiastical Insurance to help us understand where hazards could occur in our church. This includes their Health and Safety Made Simple Guide and the guidance provided on their website at www.ecclesiastical.com/healthandsafety. Relevant information is also provided by the Health and Safety Executive at www.hse.gov.uk
- Memories of accidents in the past
- Reported concerns regarding health and safety
- How accidents might happen and how serious the outcome of those might be
- Hazards presented by other activities such as festivals, concerts or other events including tower tours and fetes.
- Reviews of health and safety precautions before holding event.

Step 2: Decide on and record precautions

For each hazard the adequacy of the precautions in place are considered and whether more needs to be done. The findings are recorded in the risk assessment.

It is important to:

- Record the main points about the significant hazards and what was concluded
- Show that a proper check was made, including showing that all the obvious significant hazards were dealt with, taking into account the number of people who could be harmed and that the precautions are reasonable
- Remember the best form of prevention is by removing the hazard and many things can be put right straightaway. Examples include removing a loose mat which could be a tripping hazard or removing combustible material from a plant room or store room
- Implement the precautions identified
- Communicate the hazards and precautions to those carrying out any work.

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Hierarchy of Controls

Precautions should follow the hierarchy of controls. The most effective control is Elimination whereby the hazard is removed. The next most effective is Substitution whereby a method of working is substituted by a less hazardous method. Next is Engineering Controls to isolate people from the hazard. Next is Administrative Controls to control the way people work. The least effective control is the use of Personal Protective Equipment (PPE).

Consideration should be given to the following:

- Precautions in place
- Obvious additional precautions which could be taken
- Possibilities to eliminate hazards entirely.

Risk Assessment

The risk assessment is organised by the type of hazard which occurs within or related to the church, community centre and Meadvale Hall. Those specific to a particular building, for example working at height to clear the church roof gutters, are identified within the hazard type.

It is important to:

- communicate the risk assessment and the findings to all employees and volunteers.
- put the risk assessment into practice making sure the required actions are progressed and recording in the assessment when each is completed
- review and update the risk assessment where we suspect it is no longer valid.

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Hazard: Trips

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Worn or unfixed carpet edges, rugs or doormats.	Regular use of areas identifies and remedies hazards.	Item removed, replaced, repaired or isolated.	Church wardens, delegates, Facilities Manager or Caretaker.		
Trailing wires, cables or leads.	Regular use of areas identifies and remedies hazards.	Item removed, replaced, repaired or isolated.	Church wardens, delegates, Facilities Manager or Caretaker.		
Worn, damaged or uneven steps or stairs.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Uneven footpaths.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Damaged paving stones and slabs.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Potholes in driveway.	Potholes filled regularly.	Regular checks on driveway.	Church wardens, delegates, Facilities Manager or Caretaker.		
Missing or defective handrails.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Variations in the level of floors (for example, ramps).	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Restricted access including doorway widths.	Regular use of areas identifies and remedies hazards.	Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Poor lighting.	Regular use of areas identifies and remedies hazards.	Item replaced or repaired.	Church wardens, delegates, Facilities Manager or Caretaker.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Gravestones, kerbs, ledger stones causing obstruction.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Protruding tree roots and undergrowth.	Regular use of areas identifies and remedies hazards.	Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Other.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager or Caretaker.		

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Hazard: Slips

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Smooth floor surfaces.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager or Caretaker.		
Cleaning activity making floors slippery (for example, wet mopping, use of polishes, etc.).	Regular use of areas identifies and remedies hazards.	Floor area dried or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Wet or contaminated floors from poor maintenance (for example, leaking roofs).	Regular use of areas identifies and remedies hazards.	Floor area dried or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Spillages of food or drink (particularly in kitchen areas).	Regular use of areas identifies and remedies hazards.	Floor area dried or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Walk-in contaminant from adverse weather (for example, mud, rainwater, etc.).	Regular use of areas identifies and remedies hazards.	Floor area dried or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Poor drainage of footpaths.	Regular use of areas identifies and remedies hazards.	Footpath isolated and alternative route marked.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Growth of algae or moss.	Regular use of areas identifies and remedies hazards.	Footpath isolated and alternative route marked.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Accumulations of wet leaves or loose materials.	Regular use of areas identifies and remedies hazards.	Footpath isolated and alternative route marked.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Inadequate precautions for adverse weather e.g. snow, ice.	Regular use of areas identifies and remedies hazards.	Footpath cleared mechanically and with salt.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Other.	Regular use of areas identifies and remedies hazards.	As appropriate.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard: Falls From Height

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Tasks at height e.g. changing lightbulbs, cleaning or decorating, putting up decorations or displays, cleaning gutters or accessing roofs.	Refer to H&S Policy and procedure.	Check equipment is safe to use. Equipment not to be used if judged unsafe. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Inadequately guarded balconies or other areas at height. Note balcony in church and small upstand to community centre roof.	Refer to H&S Policy and procedure.	Check area is safe for work.	Person or persons carrying out the work.		
Tops of disused staircases.	Refer to H&S Policy and procedure.	Check area is safe for work.	Person or persons carrying out the work.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Fragile ceiling or roofing material where work or access is required. Note access across tiles to upper roof of community centre e.g. to AHUs. Note community centre loft space between rafters.	Refer to H&S Policy and procedure.	Check area is safe for work.	Person or persons carrying out the work.		
Contact with obstructions, structural elements or architectural features.	Refer to H&S Policy and procedure.	Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Trap doors in bell-ringing chambers.	Refer to H&S Policy and procedure.	Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Damaged stonework which may be relied upon for support.	Refer to H&S Policy and procedure.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Access requiring the use of ladders, hatches, sloping roofs, etc.	Refer to H&S Policy and procedure.	Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Restricted access widths around spires.	Refer to H&S Policy and procedure.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Low parapets or castellations along the tops of external walls.	Refer to H&S Policy and procedure.	Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Adverse weather conditions e.g. high winds, snow and ice.	Refer to H&S Policy and procedure. Avoid working in such conditions.	Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Unsuitable or damaged ladders, stepladders or other access equipment.	Refer to H&S Policy and procedure. Do not use equipment if obviously unsafe.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Ladders, stepladders or other access equipment not used in accordance with manufacturer's instructions.	Refer to H&S Policy and procedure.	Check equipment is safe to use. Equipment not to be used if judged unsafe. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Other.	Refer to H&S Policy and procedure.	As appropriate.	Person or persons carrying out the work.		

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Hazard: Fire

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Accumulations of combustible waste.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	Remove, store in a safe place or dispose of material. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Accumulations of flammable materials.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	Remove, store in a safe place or dispose of material. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Blocked or obstructed exit routes.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	Unblock exit routes. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Locked escape doors.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	Unlock escape doors. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Portable heaters.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	Check equipment is safe to use. Equipment not to be used if judged unsafe. Keep clear of combustible surfaces. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Votive candles.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	Keep clear of combustible surfaces. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Other.	Regular use of areas identifies and remedies hazards. Refer to Users Document.	As appropriate. Refer to Fire Risk Assessments and Fire Plans.	Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard: Electricity

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Faulty or damaged fixed wiring.	Electrical tests of buildings carried out every 5 years. Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Faulty, damaged or unauthorised portable electrical equipment including extension cables and adaptors.	Portable appliance testing carried out regularly. Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Other.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard: Gas

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Defective or poorly maintained gas boilers or pipework.	Annual service of boilers. Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Pipework damaged.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		
Other.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager, Caretaker, users or cleaner.		

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Hazard: Lifting Equipment

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Use of ropes, chains, pulleys and counterweights.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Lifting font covers, candelabras, or sanctuary lamps.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		
Other.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Check area is safe for work. Two people present during works.	Person or persons carrying out the work.		

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Hazard: Work Equipment

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Defective or poorly maintained power tools e.g. vacuum cleaners, floor polishers.	Portable appliance testing carried out regularly. Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		
Defective or poorly maintained hand tools e.g. garden shears, hammers.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		
Other.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		

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Hazard: Manual Handling

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Bulky, heavy or unwieldy furniture.	Check size and weight of object able to be handled.	Identify obstructions to movement. Use lifting or moving equipment to remove hazard.	Person or persons carrying out the work.		
Heavy audio visual or IT equipment.	Check size and weight of object able to be handled.	Identify obstructions to movement. Use lifting or moving equipment to remove hazard.	Person or persons carrying out the work.		
General rubbish, breakages, glass.	Check size and weight of object able to be handled. Use gloves.	Identify obstructions to movement.	Person or persons carrying out the work.		
Other.					

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Hazard: Bell Frames, Mechanisms and Ropes

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Defective or poorly maintained bell frames, mechanisms and ropes.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		
Other.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		

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Hazard: Food Preparation

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Defective cooking equipment.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		
Unsecured or poorly positioned hot water boilers.	Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Uncleaned oven extracts.	Oven extract professionally cleaned and certified. Regular use of areas identifies and remedies hazards.	Check equipment is appropriate and safe to use. Equipment not to be used if judged unsafe.	Person or persons carrying out the work.		
Unclean food preparation areas.	Regular use of areas identifies and remedies hazards.	Clean.	Person or persons carrying out the work.		
Inadequate washing facilities.	Regular use of areas identifies and remedies hazards.	Ensure consumables in place.	Person or persons carrying out the work.		
Other.	Regular use of areas identifies and remedies hazards.		Person or persons carrying out the work.		

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Hazard: Asbestos

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
In insulation, lagging, fire protection, wall and roof linings, organ blowers, motor housing or other.	Regular use of areas identifies hazards.	Specialist contractor required.			

Hazard: Glazing

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Non-safety glass in doors, partitions or floors.	Regular use of areas identifies hazards.	Specialist contractor required.			

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Hazard: Hazardous Substances

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Cleaning products e.g. polish, drain cleaner.	Products kept in locked storage.	Care when removing and replacing. Manufacturer's instructions to be followed.	Person or persons carrying out the work		
Maintenance products e.g. petrol, liquefied petroleum gas.	Products kept in locked storage.	Care when removing and replacing. Manufacturer's instructions to be followed.	Person or persons carrying out the work.		
Horticultural products e.g. pesticides, weedkillers, fertilisers.	Products kept in locked storage.	Care when removing and replacing. Manufacturer's instructions to be followed.	Person or persons carrying out the work.		
Other.		Manufacturer's instructions to be followed.	Person or persons carrying out the work.		

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Hazard: Tower Tours

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Overcrowded tours.	Steward limits number of people on tour.		Person or persons carrying out the tour.		
Inadequate numbers of stewards.	Number of stewards corresponds with number on tour.		Person or persons carrying out the tour.		
Inadequate emergency evacuation procedures.	Steward limits number of people on tour.		Person or persons carrying out the tour.		
Unauthorised access to areas not on the tour e.g. roofs.	Steward limits access and number of people on tour.		Person or persons carrying out the tour.		
No means of communication between stewards.	Steward limits number of people on tour.		Person or persons carrying out the tour.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Inadequate safety briefing for those on the tour.	Steward is knowledgeable about hazards. Steward limits number of people on tour.		Person or persons carrying out the tour.		
Other.	Regular use of areas identifies hazards.		Person or persons carrying out the tour.		

Hazard: Headstones, Tombs and Monuments:

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Damaged monuments.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Displaced headstones.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		

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Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Other.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		

Hazard: Trees

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Damaged, displaced or diseased trees.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Protruding tree roots.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		
Other.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated. Warning notice placed.	Church wardens, delegates, Facilities Manager or Caretaker.		

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Hazard: Car Park

Hazard examples	Precautions in place	Additional precautions required	Who needs to take action?	When does this need to be completed by?	Date completed
Entrance and exits not clearly marked.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager or Caretaker.		
Poor lighting.	Regular use of areas identifies and remedies hazards.	Item repaired or isolated.	Church wardens, delegates, Facilities Manager or Caretaker.		
Other.	Regular use of areas identifies and remedies hazards.		Church wardens, delegates, Facilities Manager or Caretaker.		

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