LLOYDS BANK

Heytesbury Imber & Knook Parish Council
[redacted]

Your Account

Sort Code [redacted]
Account Number [redacted]

COMMUNITY ACCOUNT 01 August 2025 to 31 August 2025

Money In	£50.00	**Balance on 01 August 2025**	£5,460.40
Money Out	£1,879.81	**Balance on 31 August 2025**	£4,210.59

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Aug 25	MARTIN CHAMPNESS 300000001608527444 HIK	FPO		580.00	5,460.40
04 Aug 25	HOSPITAL OF ST JOH 100000001596207305 INVOICE	FPO		20.00	5,440.40
04 Aug 25	KARUNGI GRANT 600000001605118148	FPO		460.04	4,980.36
11 Aug 25	077529899010395 COMPLAINT 13232002 RP0000008272380000	FPI	50.00		5,030.36
13 Aug 25	KARUNGI GRANT 400000001616026690	FPO		819.77	4,210.59

Transaction types

BGC	Bank Giro Credit	**BP**	Bill Payments	**CHG**	Charge	**CHQ**	Cheque
COR	Correction	**CPT**	Cashpoint	**DD**	Direct Debit	**DEB**	Debit Card
DEP	Deposit	**FEE**	Fixed Service	**FPI**	Faster Payment In	**FPO**	Faster Payment Out
MPI	Mobile Payment In	**MPO**	Mobile Payment Out	**PAY**	Payment	**SO**	Standing Order
TFR	Transfer						

LLOYDS BANK

Heytesbury Imber & Knook Parish Council
[redacted]

Your Account

Sort Code [redacted]
Account Number [redacted]

COMMUNITY ACCOUNT 01 July 2025 to 31 July 2025

Money In	£0.00	**Balance on 01 July 2025**	£6,363.28
Money Out	£953.58	**Balance on 31 July 2025**	£6,040.40

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Jul 25	KARUNGI GRANT 400000001592079101	FPO		630.70	6,363.28
21 Jul 25	NOTEBOOKS 2 GO CD 3813 19JUL25	DEB		89.00	6,274.28
28 Jul 25	SERVICE CHARGES REF : 461684645	PAY		4.25	6,270.03
30 Jul 25	PENINSULA BUSINESS 000HEY024	DD		229.63	6,040.40

Transaction types

BGC	Bank Giro Credit	**BP**	Bill Payments	**CHG**	Charge	**CHQ**	Cheque
COR	Correction	**CPT**	Cashpoint	**DD**	Direct Debit	**DEB**	Debit Card
DEP	Deposit	**FEE**	Fixed Service	**FPI**	Faster Payment In	**FPO**	Faster Payment Out
MPI	Mobile Payment In	**MPO**	Mobile Payment Out	**PAY**	Payment	**SO**	Standing Order
TFR	Transfer						

LLOYDS BANK

Heytesbury Imber & Knook Parish Council
[redacted]

Your Account

Sort Code [redacted]
Account Number [redacted]

COMMUNITY ACCOUNT 01 September 2025 to 24 September 2025

Money In	£0.00	**Balance on 01 September 2025**	£3,980.96
Money Out	£431.37	**Balance on 24 September 2025**	£3,779.22

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Sep 25	PENINSULA BUSINESS 000HEY024	DD		229.63	3,980.96
04 Sep 25	PI GROUP CONSULTAN 600000001623544420 10307 HIK	FPO		140.00	3,840.96
09 Sep 25	BB-CANON EU CD 3813	DEB		57.49	3,783.47
23 Sep 25	SERVICE CHARGES REF : 464116586	PAY		4.25	3,779.22

Transaction types

BGC	Bank Giro Credit	**BP**	Bill Payments	**CHG**	Charge	**CHQ**	Cheque
COR	Correction	**CPT**	Cashpoint	**DD**	Direct Debit	**DEB**	Debit Card
DEP	Deposit	**FEE**	Fixed Service	**FPI**	Faster Payment In	**FPO**	Faster Payment Out
MPI	Mobile Payment In	**MPO**	Mobile Payment Out	**PAY**	Payment	**SO**	Standing Order
TFR	Transfer						

Receipts and Payments 2025/26

DATE (dd/mm/yyyy)	TRANSACTION	REFERENCE	CODE	DEPOSITS	PAYMENTS	VAT NET	VAT Amount	BALANCE
01/04/2025	BROUGHT FORWARD							£15,928.19
03/04/2025	Amazon card payment	1/25	13		24.97			15,903.22
09/04/2025	Interest		3	12.65				15,915.87
16/04/2025	Play Area Equipment Refund	2/25	14	280.80				16,196.67
22/04/2025	Bank Service Charge	3/25	17		4.25			16,192.42
22/04/2025	Microsoft Annual Subscription	4/25	18		84.99	70.83	14.16	16,107.43
23/04/2025	Wiltshire Council Precept 1	5/25	1	10,800.00				26,907.43
28/04/2025	Grant - Heytesbury Social	6/25	7		250.00			26,657.43
30/04/2025	HR Support	7/25	9		229.63	182.40	36.48	26,427.80
30/04/2025	Hospital of St John room hire	8/25	11		20.00			26,407.80
30/04/2025	Locum Clerk (March wage)	9/25	16		474.88			25,932.92
30/04/2025	Wiltshire Association of Local Clerks Subscription	10/25	18		358.55	298.79	59.76	25,574.37
09/05/2025	Interest		3	10.55				25,584.92
19/05/2025	Expenses	11/25	13		15.49			25,569.43
19/05/2025	HMRC	12/25	16		293.07			25,276.36
20/05/2025	Bank Service Charge	13/25	17		4.25			25,272.11
20/05/2025	Amazon card refund	14/25	13	24.97				25,297.08
27/05/2025	Village hall hire	15/25	11		12.00			25,285.08
27/05/2025	Play Area Equipment	16/25	14		369.60	308.00	61.60	24,915.48
28/05/2025	Locum Clerk (April wage)	17/25	16		652.96			24,262.52
30/05/2025	HR Support	18/25	9		229.63	182.40	36.48	24,032.89
30/05/2025	Bank Service Charge	19/25	17		4.25			24,028.64
02/06/2025	Insurance	20/25	9		914.92	816.89	93.03	23,113.72
11/06/2025	Auditing Solutions	21/25	5		420.00	350.00	70.00	22,693.72
11/06/2025	WALC Councillor training	22/25	19		48.00	40.00	8.00	22,645.72
09/06/2025	Interest		3	10.26				22,655.98
30/06/2025	HR Support	23/25	9		229.63	182.40	36.48	22,426.35

30/06/2025	Bank Service Charge	24/25	17		4.25	22,422.10
01/07/2025	Locum Clerk (May wage)	25/25	16		630.70	21,791.40
09/07/2025	Interest		3	8.88		21,800.28
21/07/2025	NOTEBOOKS2GO - PC repair	26/25	13		89.00	21,711.28
28/07/2025	Bank Service Charge	27/25	17		4.25	21,707.03
30/07/2025	HR Support	28/25	9		229.63	21,477.40
01/08/2025	Neat n Tidy	29/25	8		580.00	20,897.40
04/08/2025	Locum Clerk (June)	30/25	16		460.04	20,437.36
04/08/2025	Hospital of St John room hire	31/25	11		20.00	20,417.36
11/08/2025	Interest		3	9.77		20,427.13
11/08/2025	Lloyds Compensation		3	50.00		20,477.13
13/08/2025	Locum Clerk (July pay) Includes back pay + Home allowance expenses	32/25	16		819.77	19,657.36
01/09/2025	HR Support	33/25	9		229.63	19,427.73
04/09/2025	Registration & Exam Fees - New Routine Inspectors	34/25			140.00	19,287.73
09/09/2025	Printer Ink	35/25	13		57.49	19,230.24
09/09/2025	Interest		3	8.55		19,238.79
23/09/2025	Bank Service Charge	36/25	17		4.25	19,234.54

COMMERCIAL INSTANT ACCESS ACCOUNT [redacted]
Show IBAN/BIC
HEYTESBURY IMBER & KNOOK PARISH COUNCIL

£ 15,455.32 Balance

0.60 % gross Interest rate

£15,455.32 Available funds:

Open an Instant Access Savings Account

Get into the swing of saving

Choose from a range of savings accounts to suit your needs, from fixed term to instant access, giving you control and flexibility.

Start saving

Statement

Search your statement

DATE	DESCRIPTION	TYPE	IN (£)	OUT (£)	BALANCE (£)
09 Sep 25	INTEREST (GROSS)		8.55		15,455.32
11 Aug 25	INTEREST (GROSS)		9.77		15,446.77
09 Jul 25	INTEREST (GROSS)		8.88		15,437.00
09 Jun 25	INTEREST (GROSS)		10.26		15,428.12
09 May 25	INTEREST (GROSS)		10.55		15,417.86
09 Apr 25	INTEREST (GROSS)		12.65		15,407.31
10 Mar 25	INTEREST (GROSS)		11.80		15,394.66
10 Feb 25	INTEREST (GROSS)		13.47		15,382.86
09 Jan 25	INTEREST (GROSS)		13.04		15,369.39
09 Dec 24	INTEREST (GROSS)		7.66		15,356.35

Name authority:	Heytesbury Imber & Knook PC
Bank Reconciliation	
Date:	30/09/2025
Prepared by (Name and Role):	Karungi Grant Locum Clerk & RFO
Approved by:	Cllr s Buttenshaw

Balance per bank statements @ 01.08.25

					£	£
Current Account	HIK				£6,040.40	
Savings Account	HIK				£15,437.00	
						21,477.40

Less: outstanding items @ 31.08.2025

Neat n Tidy					(580.00)	
Room Hire					(20.00)	
June Pay					(460.04)	
July Pay					(819.77)	
						(1,879.81)
Add: outstanding income @ 31.08.2025					-	
Interest					9.77	
Llyods Compensation					50.00	
						59.77

Net balance @ 31.08.2025 **19,657.36**

Balance per bank statements @ 31.08.2025

Current Account	HIK				£4,210.59	
Savings Account	HIK				£15,446.77	
						19,657.36

Name authority:	Heytesbury Imber & Knook PC
Bank Reconciliation	
Date:	30/09/2025
Prepared by (Name and Role):	Karungi Grant Locum Clerk & RFO
Approved by:	Cllr s Buttenshaw

					£	£
Balance per bank statements @ 01.07.25						
Current Account	HIK				£6,993.98	
Savings Account	HIK				£15,428.12	
						22,422.10
Less: outstanding items @ 31.07.2025						
June Pay					(630.70)	
PC Repair					(89.00)	
HR support					(229.63)	
Bank service charge					(4.25)	
						(953.58)
Add: outstanding income @ 31.07.2025					-	
Interest					8.88	
						8.88
Net balance @ 31.07.2025						**21,477.40**
Balance per bank statements @ 31.07.2025						
Current Account	HIK				£6,040.40	
Savings Account	HIK				£15,437.00	
						21,477.40

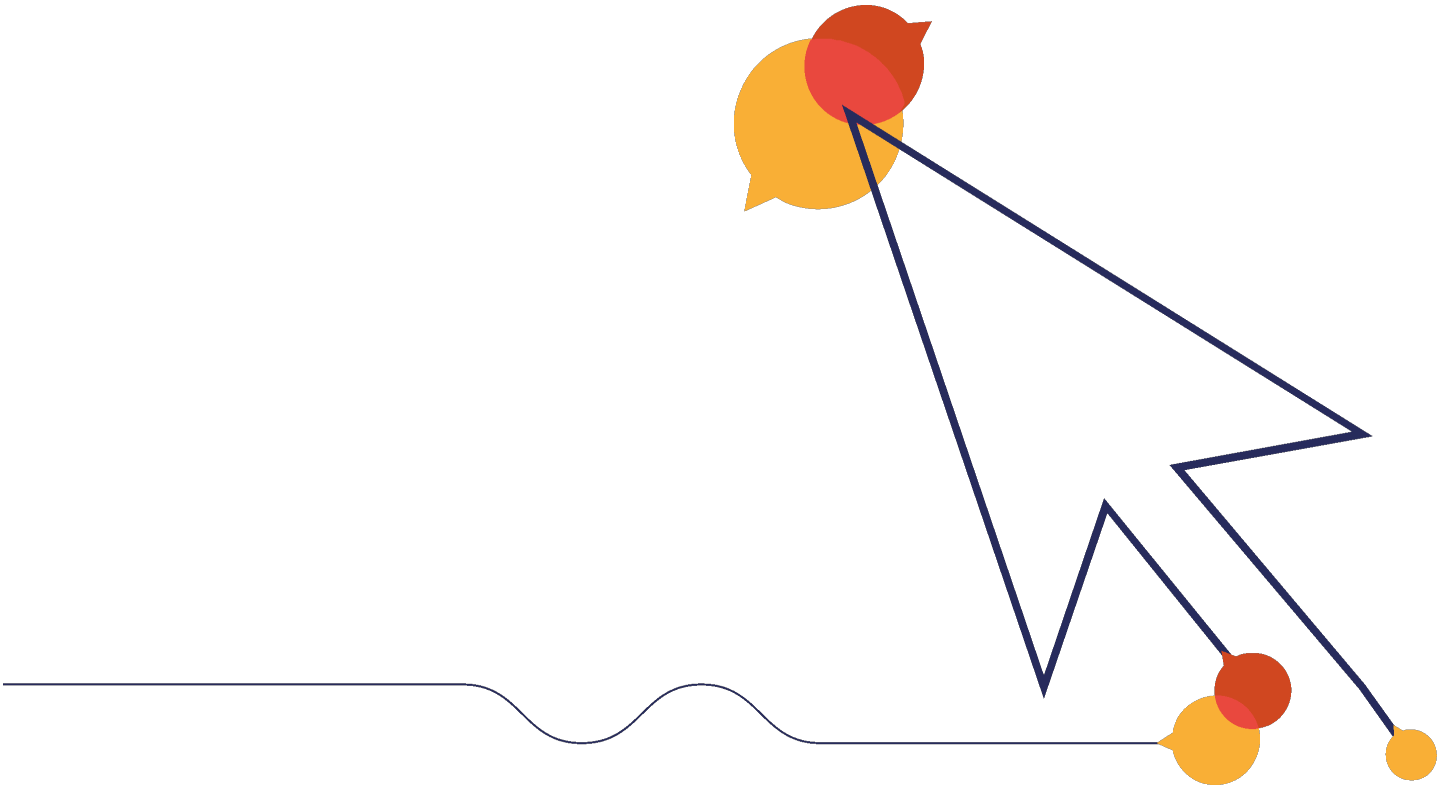
Safety Inspection Report

Annual Inspection

School Playing Field

Heytesbury Imber & Knook Parish Council

01 September 2025



Safety Inspection Report

Annual Inspection

Site name: **School Playing Field**
Date of inspection: **01 September 2025**
Inspector: **Jonathan Peters**

Seating - Picnic Table

Innate risk score: 3

Description	Tasks	Risk score
Moderate repairs are needed.	Repair.	8
Minor repairs are needed.	Repair.	3

Fencing

Innate risk score: 3

Description	Tasks	Risk score
Additional comments are noted below.	Read the notes for further action.	5
Minor repairs are needed.	Repair.	4

Gate - Maintenance

Innate risk score: 4

Description	Tasks	Risk score
The item is unlocked.	Lock.	5

Gate - Pedestrian

Innate risk score: 4

Description	Tasks	Risk score
Additional comments are noted below.	Read the notes for further action.	5
Item is damaged.	Repair.	1

General Surface

Innate risk score: 4

Description	Tasks	Risk score

No Findings

Litter Bin

Innate risk score: 2

Description	Tasks	Risk score
Loose in ground.	Reset.	4

Seating - Bench

Innate risk score: 3

Description	Tasks	Risk score

No Findings

Signage

Innate risk score: 2

Description	Tasks	Risk score

No Findings

Climber - Overhead - Suspended Rings

Innate risk score: 6

Description	Tasks	Risk score
Timber is decayed.	Replace affected parts.	10
Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.	The protective surface under all bars and rings must be kept in good condition.	6
Moss is present.	Remove.	3
Bolt cap damaged.	Replace.	2

Suspended Log Walk

Innate risk score: 4

Description	Tasks	Risk score
This equipment relies on one post for its stability. Special attention should be paid to maintenance (e.g. by monitoring degradation) and if necessary decommissioning the item before the end of its operating life. This is a requirement of	Consult with the manufacturer's guidance to determine suitable maintenance.	8
Timber is decayed.	Replace affected parts.	8
Bolt cap damaged.	Replace.	3

Swing - Basket

Innate risk score: 8

Description	Tasks	Risk score

No Findings

Multiplay

Innate risk score: 6

Description	Tasks	Risk score
Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.	The protective surface under all bars and rings must be kept in good condition.	6
Timber is decayed.	Check on a routine basis.	3

Swing - Mixed - 2 Bay 2 Junior 2 Toddler Seat

Innate risk score: 6

Description	Tasks	Risk score
Surface is wearing.	Monitor for significant deterioration and rectify when necessary.	3
Item has corrosion.	Treat and repair.	1

Climber - Rota Web

Innate risk score: 5

Description	Tasks	Risk score
Item is bent.	Read the notes for further action.	1
Item is not working.	Repair.	1

Balance Beam - With Weave Posts

Innate risk score: 4

Description	Tasks	Risk score
Moss is present.	Remove.	4

Bridge - Net

Innate risk score: 4

Description	Tasks	Risk score
Moss is present.	Remove.	4
Timber is decayed.	Check on a routine basis.	3
Bolt cap damaged.	Replace.	3

Bridge - Rope

Innate risk score: 4

Description	Tasks	Risk score
Timber is decayed.	Check on a routine basis.	3

Stepping Logs - Rubber

Innate risk score: 4

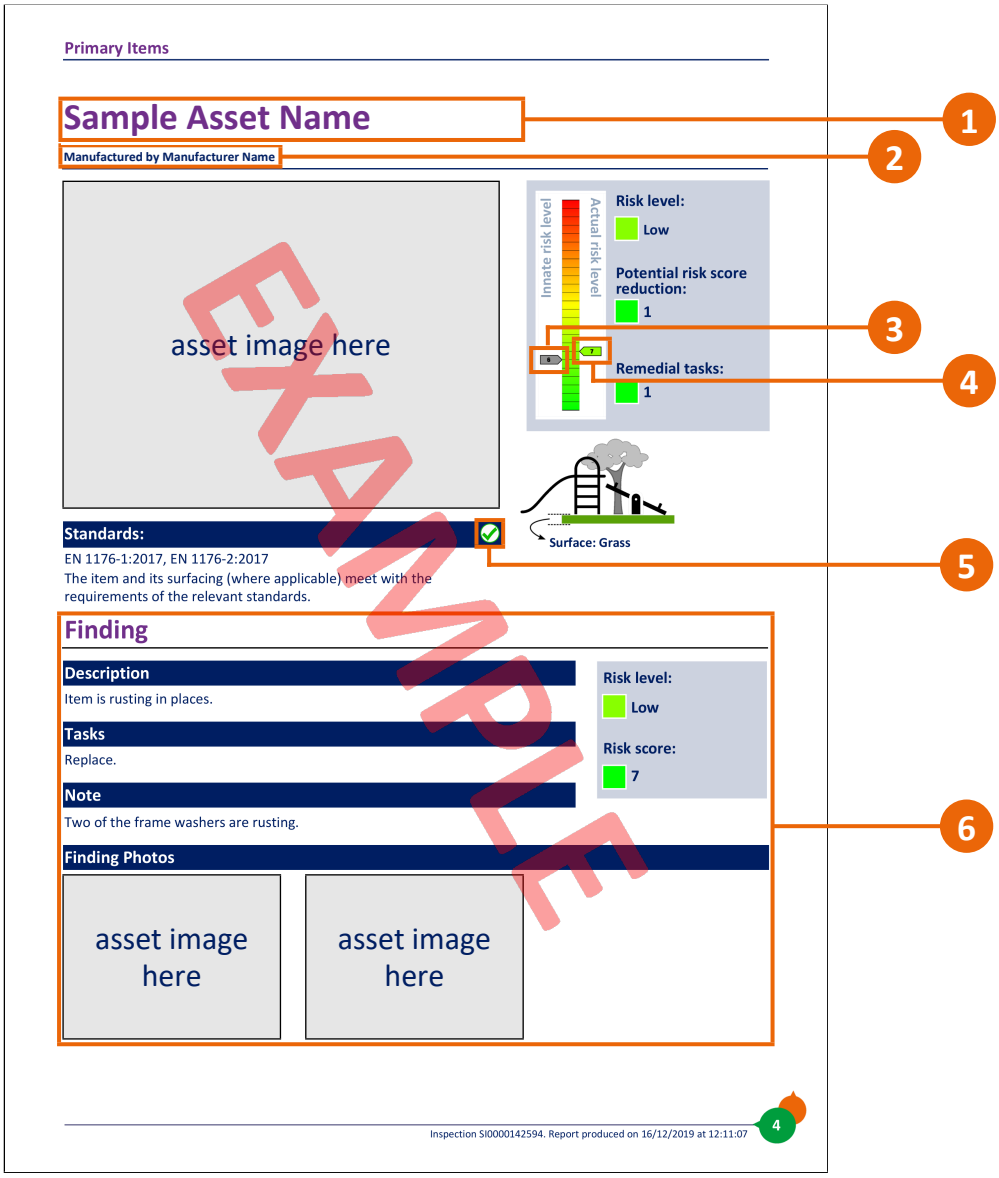
Description	Tasks	Risk score

No Findings

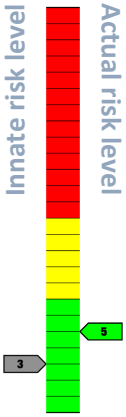
The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

1) The name of the asset
2) The manufacturer of the asset, if known,
3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.



Fencing



Risk level:
Low

Potential risk score reduction:
2

Remedial tasks:
2

Maintenance Finding

Description

Additional comments are noted below.

Tasks

Read the notes for further action.

Note

Remove fencing debris.

Risk level:
Low

Risk score:
5

Finding Photos

Maintenance Finding

Description

Minor repairs are needed.

Tasks

Repair.

Risk level:

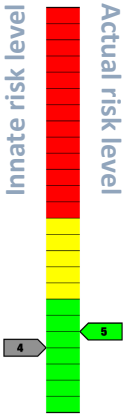
Low

Risk score:

4

Finding Photos

Gate - Maintenance



Risk level:
Low

Potential risk score reduction:
1

Remedial tasks:
1

Maintenance Finding

Description

The item is unlocked.

Tasks

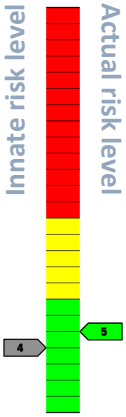
Lock.

Risk level:
Low

Risk score:
5

Finding Photos

Gate - Pedestrian



Risk level:
Low

Potential risk score reduction:
1

Remedial tasks:
2

Maintenance Finding

Description

Additional comments are noted below.

Tasks

Read the notes for further action.

Note

Fit self-closer on gate as client advises it is often left open and dogs access the play area.

Risk level:
Low

Risk score:
5

Finding Photos

Maintenance Finding

Description

Item is damaged.

Tasks

Repair.

Risk level:

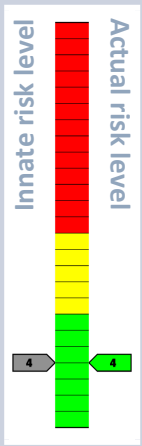
Very low

Risk score:

1

Finding Photos

General Surface



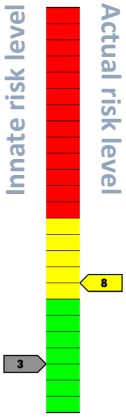
Risk level:

Low

Risk score as low as possible

No remedial tasks

Seating - Picnic Table



Risk level:
Medium

Potential risk score reduction:
5

Remedial tasks:
2

Maintenance Finding

Description

Moderate repairs are needed.

Tasks

Repair.

Note

The frame is not secure.

Risk level:
Medium

Risk score:
8

Finding Photos

Maintenance Finding

Description

Minor repairs are needed.

Tasks

Repair.

Risk level:

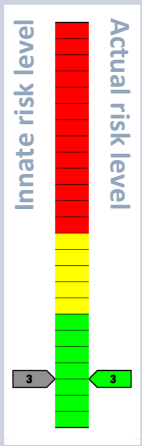
Very low

Risk score:

3

Finding Photos

Seating - Bench



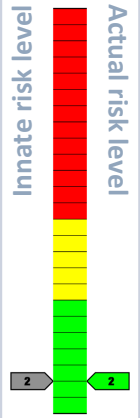
Risk level:

Very low

Risk score as low as possible

No remedial tasks

Signage



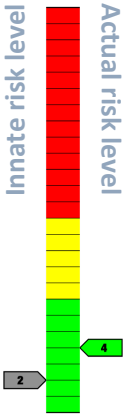
Risk level:

Very low

Risk score as low as possible

No remedial tasks

Litter Bin



Risk level:
Low

Potential risk score reduction:
2

Remedial tasks:
1

Maintenance Finding

Description

Loose in ground.

Tasks

Reset.

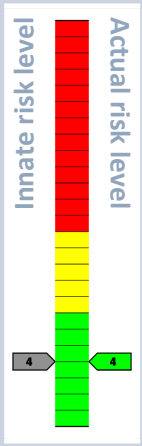
Risk level:
Low

Risk score:
4

Finding Photos

Balance Beam - With Weave Posts

Manufactured by Playline Design Ltd



Risk level:

Low

Risk score as low as possible

Remedial tasks:

1

Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Moss is present.

Tasks

Remove.

Risk level:

Low

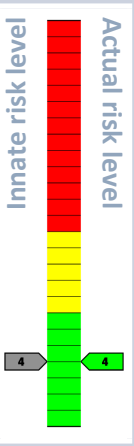
Risk score:

4

Finding Photos

Bridge - Net

Manufactured by Playline Design Ltd



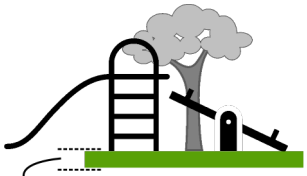
Risk level:

Low

Risk score as low as possible

Remedial tasks:

3



Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Moss is present.

Tasks

Remove.

Risk level:

Low

Risk score:

4

Finding Photos

Maintenance Finding

Description

Timber is decayed.

Tasks

Check on a routine basis.

Risk level:

Very low

Risk score:

3

Finding Photos

Maintenance Finding

Description

Bolt cap damaged.

Tasks

Replace.

Risk level:

Very low

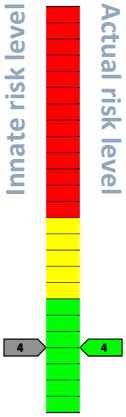
Risk score:

3

Finding Photos

Bridge - Rope

Manufactured by Playline Design Ltd



Risk level:

Low

Risk score as low as possible

Remedial tasks:

1

Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Timber is decayed.

Tasks

Check on a routine basis.

Risk level:

Very low

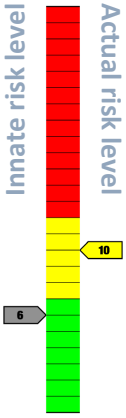
Risk score:

3

Finding Photos

Climber - Overhead - Suspended Rings

Manufactured by Playline Design Ltd



Risk level:

Medium

Potential risk score reduction:

4

Remedial tasks:

4

Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Timber is decayed.

Tasks

Replace affected parts.

Risk level:

Medium

Risk score:

10

Finding Photos

Maintenance Finding

Description

Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.

Risk level:

Low

Risk score:

6

Tasks

The protective surface under all bars and rings must be kept in good condition.

Finding Photos

Maintenance Finding

Description

Moss is present.

Risk level:

Very low

Risk score:

3

Tasks

Remove.

Finding Photos

Maintenance Finding

Description

Bolt cap damaged.

Tasks

Replace.

Risk level:

Very low

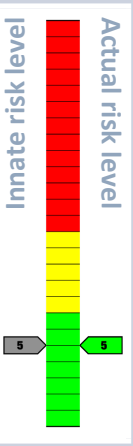
Risk score:

2

Finding Photos

Climber - Rota Web

Manufactured by Tayplay Ltd



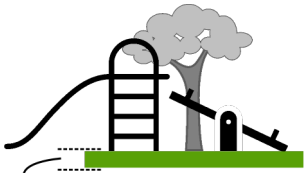
Risk level:

Low

Risk score as low as possible

Remedial tasks:

2



Surface: Grass

Standards:

EN 1176-1:2017+A1:2023, EN 1176-5:2019

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item is bent.

Tasks

Read the notes for further action.

Note

Monitor.

Risk level:

Very low

Risk score:

1

Finding Photos

Maintenance Finding

Description

Item is not working.

Tasks

Repair.

Note

The unit does not rotate.

Risk level:

Very low

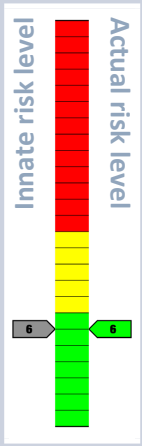
Risk score:

1

Finding Photos

Multiplay

Manufactured by (Unknown)



Risk level:

Low

Risk score as low as possible

Remedial tasks:

2

Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.

Risk level:

Low

Risk score:

6

Tasks

The protective surface under all bars and rings must be kept in good condition.

Finding Photos

Maintenance Finding

Description

Timber is decayed.

Tasks

Check on a routine basis.

Note

Top of post.

Risk level:

Very low

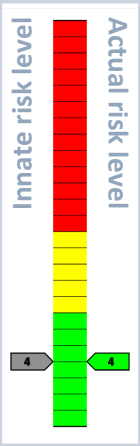
Risk score:

3

Finding Photos

Stepping Logs - Rubber

Manufactured by Playline Design Ltd

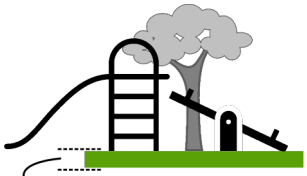


Risk level:

Low

Risk score as low as possible

No remedial tasks



Surface: Rubber - Mulch - Bonded

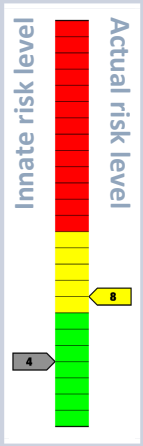
Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Suspended Log Walk

Manufactured by Playline Design Ltd



Risk level:

Medium

Potential risk score reduction:

4

Remedial tasks:

3

Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

This equipment relies on one post for its stability. Special attention should be paid to maintenance (e.g. by monitoring degradation) and if necessary decommissioning the item before the end of its operating life. This is a requirement of the British Standard.

Risk level: Medium

Risk score: 8

Tasks

Consult with the manufacturer's guidance to determine suitable maintenance.

Note

Routinely check for decay.

Finding Photos

Maintenance Finding

Description

Timber is decayed.

Risk level: Medium

Risk score: 8

Tasks

Replace affected parts.

Note

Decaying around fixing points and top of vertical post. The ropes and treads have been removed, thereby reducing the risk score.

Finding Photos

Maintenance Finding

Description

Bolt cap damaged.

Tasks

Replace.

Risk level:

Very low

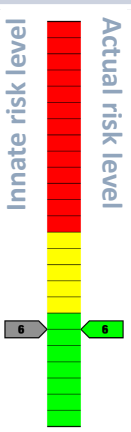
Risk score:

3

Finding Photos

Swing - Mixed - 2 Bay 2 Junior 2 Toddler Seat

Manufactured by Monster Play Ltd



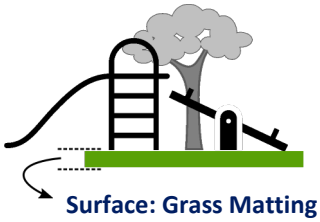
Risk level:

Low

Risk score as low as possible

Remedial tasks:

2



Surface: Grass Matting

Standards:

EN 1176-1:2017+A1:2023, EN 1176-2:2017

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Surface is wearing.

Tasks

Monitor for significant deterioration and rectify when necessary.

Risk level:

Very low

Risk score:

3

Finding Photos

Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.

Risk level:

Very low

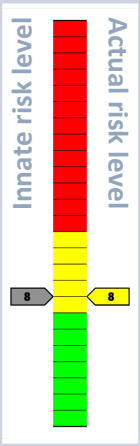
Risk score:

1

Finding Photos

Swing - Basket

Manufactured by (Unknown)

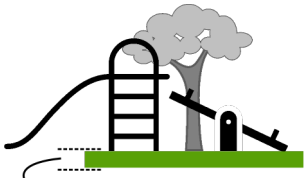


Risk level:

Medium

Risk score as low as possible

No remedial tasks



Surface: Wet Pour

Standards:

EN 1176-1:2017+A1:2023, EN 1176-2:2017

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
    a. 1 = Rare
    b. 2 = Unlikely
    c. 3 = Moderate
    d. 4 = Likely
    e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
    a. 1 = Insignificant
    b. 2 = Minor
    c. 3 = Moderate
    d. 4 = Major
    e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of 1 x 5 = 5 = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of 5 x 1 = 5 = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

		Severity				
Likelihood		1 Insignifi-cant	2 Minor	3 Moderate	4 Major	5 Catastro-phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope
The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards
Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to EN 1176. We have not assessed these against the requirements of EN 17232 (Water play equipment and features).

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.

General Notes

What We Inspect
Annual and Post Installation inspections will take into consideration compliance with current standards and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to 3.0 metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts), structural integrity, wear and vandalism. Routine visual inspections (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).
The inspection is non-dismantling, non-destructive and does not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment. Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect
The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:
Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. Tightening any bolts, hinges or other fixing devices on any apparatus or equipment. Assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment. Assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming).

General Notes

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.
We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.
The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk
Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership
There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.
Contemporaneous Findings
Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber
Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.
We can undertake more in-depth testing of your playground timbers using resistance penetration.
Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs.
The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.
Please contact us for pricing and further information.

Planting and Trees
Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.

General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an "Annual Main Inspection", the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	**Included in RoSPA Inspection?**
6.1 d) Overall levels of safety of equipment (see note 1)	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓ [1]
6.2 d) Overall levels of safety of playing surfaces (see note 2)	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓ [3]
6.1 d) Effects of weather	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as details in the relevant standard. Notes [1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on annual inspections. We can conduct impact testing for additional fees. [3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment [4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance [5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.	

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE
* No obstacles in the minimum space (other than structures to assist or safeguard the user)
* Traffic flows should not go through the minimum space
PROTECTION AGAINST INJURIES IN THE FALLING SPACE
* Free height of fall should not exceed 3m * No obstacles in the falling space * Platforms with fall heights of more than 1m between them require surfacing
PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT
* No unexpected obstacles
SURFACING SAFETY REQUIREMENTS
* Surfacing should have no sharp edges or protrusions * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually total 300mm up to 2m, and 400mm up to 3m) * Hard surfaces should only be used outside where children fall * Testable Impact absorbing surfaces if falls over 600mm are possible. Good turf may be used up to 1.5m
DESIGN AND MANUFACTURE
* The equipment must be suitable for the user and risks should be identifiable by the child * Accessibility: adults must be able to gain access to help children * Grip requirements: permitted diameter 16 - 45mm (e.g. overhead bars) * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
* Requirements for easily accessible equipment
FINISHING
* Timber species and synthetics should be splinter resistant * No protrusions or sharp-edged components * Bolts should not protrude by more than 8mm * Corners, edges or projecting parts over 8mm should have a 3mm radius. * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel) * No crushing or shearing points
* Connections should not come loose by themselves and should resist removal. * Timber connections should not rely solely on screws or nails. * Leaking lubricants should not stain or impair the safety of the equipment
FIBRE ROPES
* Conform to EN 701 or 919 or have a material and load certificate
* Ropes used by hands shall have a soft, non-slip covering
WIRE ROPES
* Non-rotating and corrosion resistant with no splayed wires outside the ferrule * Wire connector clip threads should protrude less than 8mm * Turnbuckles should be enclosed, have a loop at each end and be secured
CHAINS
* Maximum opening of individual links: 8.6mm in any one direction.
* Connecting links between chains must be less than 8.6mm or over 12mm
SWINGING SUSPENDED ROPES
* Not combined with swings in the same bay * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts * 2m - 4m long: over 1000mm from anything * Diameter: 25 - 45mm
CLIMBING ROPES
* Anchored at both ends and movement less than 20% of rope length
* Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)
ENTRAPMENTS
* Entrapment: a place from which children cannot extricate themselves unaided There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.
BRIDGES
* The space between the flexible bridge and rigid sides should be not less than 230mm
ENTRAPMENT OF FEET AND LEGS
* Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
* There are no requirements for suspension bridge gaps other than the main entrapment requirements
FINGER ENTRAPMENTS
These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
* Tube ends should be securely enclosed and removable only with tools
* Moving gaps should not close to less than 12mm
BARRIERS AND GUARD-RAILS
* Handrail: a rail to help the child balance * Guard-rail: a rail to prevent children falling * Barrier: a guard-rail with non-climbable in-fill
HAND-RAILS
* Where required they should be between 600 and 850mm above the standing surface
EASILY ACCESSIBLE EQUIPMENT
* Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing
NOT EASILY ACCESSIBLE EQUIPMENT
* Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting
MEANS OF ACCESS
All means of access should have no entrapments; be securely fixed; be level to ± 3°(ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS
REQUIREMENTS
* No all-rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single points swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism * Group seats must have their own bay.
DIMENSIONS
* Minimum ground clearance at rest: 350mm (400mm for group seats) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length (+30% for group and Type 4 seats)
SITING
* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic
SURFACING REQUIREMENTS
Forward and Back
* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: 0.867 x length of suspension member + 1.75m + 0.5m of obstacle-clear space 2. loose-fill: 0.867 x length of suspension member + 2.25m
Side width
* Seat width no greater than 500mm: 1.75m minimum (i.e. .875mm each way from seat centre)
* Areas for two seats in one bay may overlap providing the distance between seats is correct
Single point swings
* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES
SAFETY REQUIREMENTS
* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.
N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply * From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm
Sliding sections
* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm
RUN -OUTS
* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: type 1 = 10°, type 2 = 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (type 2 only)
* Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum
* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS
Normal distances except for the run-out which should be: * type 1: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * type 2: 1m each side and 1m beyond

CABLE RUNWAYS
SAFETY REQUIREMENTS
* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)
* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) * Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m
IMPACT AREAS
* 2m either side of main cable

ROTATING ITEMS
NOTE: Rotating items under 500mm diameter are excluded from these requirements
SAFETY REQUIREMENTS
* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm
SPECIFIC REQUIREMENTS
There are specific requirements for different types of roundabout. The two most common ones are:
Platform roundabouts:
* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm inwards

Giant revolving discs
* Clearance of underside at lowest point: 300mm in loose-fill, 400 mm for synthetic * Max. platform height: 1m * Free space: 3m * Upper surface should be continuous, smooth and with no handles or grips * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

* Free space: Horizontal: 2m all round * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m * Small rotating items under 500mm diameter are excluded,

SURFACING REQUIREMENTS

* There are no special extra requirements for surfacing areas * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

* Rocking equipment which can be moved by the user and is supported from below
* Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

* Throughout the range of movement gaps in all accessible joints should be under 12mm * Progressive restraint at extremity of movement is required * Foot rests should be provided where the ground clearance is less than 230mm * Hand grips should be provided for each seat or standing position
* Foot rests and hand grips should be firmly fixed and non-rotating * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum) * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

* 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

* Minimum 1000 mm for springers, except if standing is allowed in which case 1500 mm * 1500 mm minimum for type 1.

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

* Appropriate safety systems must be established by the operator * No access should be allowed to unsafe equipment or areas * Records should be kept by the playground operator * Effectiveness of safety measures should be assessed annually * Signs should be provided giving owner details and emergency service contact points * Entrances for emergency services should be freely accessible
* Information on accidents should be kept
* Staff and users should be safe during maintenance operations

INSPECTION

* Manufacturers will recommend the inspection frequency although some sites may need a daily check

Frequency

Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

* An inspection schedule should be prepared for each playground, listing components and methods
* Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

* Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

* This covers remedial work and repairs as required * Alterations should only be carried out after consultation & agreement with the supplier or a competent person

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