ARTHURET PARISH COUNCIL

MINUTES of the **ARTHURET PARISH COUNCIL MEETING** held at the **COUNCIL OFFICES, 9 ESK STREET, LONGTOWN** on **MONDAY, 5th OCTOBER 2026** at **7:00PM**

PRESENT
Councillors Sir J Graham (Chair), G Routledge (Vice Chair), C Johanssen, C Adams, E Jeffrey, M Gunson, W Errington, J Jefferson, Lady K Nelligan, V Luckley

IN ATTENDANCE Clerk and RFO

APOLOGIES Councillors P Milnes, R Graham and Cumberland Councillor T Pickstone

Minute Number	
26/10/094	**Apologies for Absence** To receive apologies and approve reasons for absence **RESOLVED** that apologies were received from Councillors P Milnes, R Graham and Cumberland Councillor T Pickstone
26/10/095	**Declaration of Interest** To receive declarations by elected and co-opted members of interests in respect of items on this agenda **RESOLVED** that a declaration was received from Cllr M Gunson regarding the allotments
26/10/096	**Public Participation** To receive representation from members of the public on issues relating to items on this agenda. *Members of the public are permitted to speak for up to 15 minutes and are not permitted to speak at any other time during the meeting unless invited to do so by the Chair* **RESOLVED** that no members of the public were present **RESOLVED** that Cllr C Adams had been approached by a resident regarding the trees on Netherby Street **RESOLVED** that the Clerk is to report the overhanging trees to Cumberland Council
26/10/097	**Minutes** To authorise the Chair to sign, as a true and accurate record, the minutes of the Full Council meeting held on the 7th September 2026 **RESOLVED** to authorise the Chair to sign, as a true and accurate record, the minutes of the Full Council meeting held on the 7th September 2026

26/10/098	**Cumberland Councillor Report** To receive a report from Cumberland Councillor T Pickstone *(copy herewith)* **RESOLVED** that the attached report was received and noted
26/10/099	**To receive a report from representatives on other bodies (if applicable)** **Longtown Community Centre Board of Trustees – Cllr Sir JFS Graham** • There is lots of activity • Coffee is available throughout the week in the new seating area **Allotment Committee – Cllrs M Gunson and C Adams** • Everyone is preparing their plots for Winter • 2 people are on the waiting list • Letters are being sent to tenants that are not working their plots **Village Veg / Bobbin Mill – Cllrs E Jeffrey and J Jefferson** • A report for the Village Veg was received and noted *(copy herewith)* • A report for Bobbin Mill was received and noted *(copy herewith)* • The RFO informed the Council that BSW have requested an invoice to be sent to them so that they can issue the £300 that they have donated **Borderlands Project – Cllr M Gunson and Cllr C Johanssen** • This was covered in Cumberland Councillor T Pickstone's report • It is encouraging that new people are attending the meetings
26/10/100	**Cumberland Local Plan Scoping Consultation and Call for Sites** To consider a response to the consultation running from 14th September to 23rd October 2026 *(emailed to Councillors before meeting)* **RESOLVED** to send ideas to the Clerk
26/10/101	**Applications for Community Pot Grants** To receive an application from the Longtown Cadets *(copy herewith)* **RESOLVED** to award £500 To receive an application from the Tour-De-Longtown Working Group *(copy herewith)* **RESOLVED** that Cllr E Jeffrey read out a report in opposition to this request and that Cllr C Johanssen asked for a point of order which the Chair agreed to **RESOLVED** to defer this to the next meeting when more information will be available
26/10/102	**Community Tree – Cllr C Johanssen** To receive a report for applying for a Community Tree **RESOLVED** that a Community Tree should be purchased/applied for
26/10/103	**Christmas - Clerk** To receive and agree to the report regarding Christmas *(copy herewith)* **RESOLVED** that uplighters be purchased

	RESOLVED that the tree would not be suitable by the bridge and to find another place
26/10/104	**Legionella Risk Assessment Report** To receive and agree on actions on the Legionella Risk Assessment Report **RESOLVED** that the report was received, and the recommendations were agreed to
26/10/105	**Reports** To receive a report from the Clerk detailing what has been worked on in September 2026 *(copy herewith)* **RESOLVED** that the report was received and noted
26/10/106	**Planning *(circulated prior to meeting)*** To consider the following planning applications **App Ref:** **26/0238** **Proposal**: Installation, Operation & Decommissioning Of A Renewable Energy Generating Station, Comprising Ground-Mounted Photovoltaic Solar Arrays, A 132kv Substation, Underground Cable Route & Associated Equipment, Infrastructure, Access, Landscape & Biodiversity Enhancements **Location**: Land at Hornick Hill and Burnfoot Farm, Sandysike, Longtown **REQUEST A PUBLIC MEETING IN LONGTOWN (SECOND TIME OF ASKING)** **App Ref:** **26/0495** **Proposal:** Change Of Use From Commercial To Residential (Retrospective) **Location:** 6 English Street, Longtown, Carlisle, CA6 5SD **NO OBSERVATIONS**
26/10/107	**Event to Review *(circulated prior to meeting)*** Name of event: Walton Young Farmers Christmas Tractor Run Proposed Date: 29/11/26 **NO OBJECTIONS**

Councillor Tim Pickstone
Councillor for Longtown Ward
Liberal Democrat Group Office
Cumbria House
117 Botchergate
Carlisle, CA1 1RD
07840844454
Tim.Pickstone@cumberland.gov.uk

Report to Arthuret Parish Council – 5 October 2026

Councillor Tim Pickstone, Cumberland Councillor for Longtown Ward

Borderlands Funding and Longtown Community Centre

Borderlands has now given agreement for the first phase of Borderlands funding for Longtown, which is £1.3 million for the internal works at the Community Centre. The Council will now appoint an external contractor to take the scheme forward to final designs, contracts and building work during 2027.

The second phase of the Borderlands programme, which focuses on improvements to the A7 corridor through Longtown, was the main focus of the Borderlands Town Team steering group, which met in October [CHECK: September?]. The group asked the Council's contractors to come to its next meeting with clear options for how the money (£1.7 million) could be most usefully spent to improve economic outcomes in Longtown. A number of businesses (including two based on the A7) have joined the Town Team, which is very positive.

Highways and Roadworks

Thank you for your patience during the recent road works on the A7 throughout the town, which saw significant overnight closures and diversions. I hope the repairs are an improvement and will last the town for some time. There is a deadline of November to complete highway repairs in advance of the Tour de France in 2027.

I have reported a number of road defects in the Moor Road area.

Rockcliffe and North West Recycling

The proposed increase in waste throughput at the North West Recycling site near Rockcliffe does not affect Arthuret Parish directly, but it remains an important issue in Longtown Ward. Concerns continue to be raised about additional HGV traffic, the safety of the C1016, the impact on cyclists and pedestrians, and environmental issues affecting Rockcliffe and surrounding communities. The Environment Agency consultation has generated considerable local interest and many representations, including one from me as your local councillor.

Cumberland Local Plan Consultation

Councillor Tim Pickstone
Councillor for Longtown Ward
Liberal Democrat Group Office
Cumbria House
117 Botchergate
Carlisle, CA1 1RD
07840844454
Tim.Pickstone@cumberland.gov.uk

Cumberland Council has launched the first consultation stage on the new Cumberland Local Plan. The consultation runs until 23 October and seeks views on the key issues, opportunities and priorities facing Cumberland over the coming years. The Local Plan will guide decisions on housing, employment land, infrastructure, environmental protection and future development across the area. I encourage residents, businesses, community groups and the Parish Council to take part.

Cumberland Council Updates

Recent Cumberland Council updates include:

- Progress against the Council Plan, including investment in regeneration projects, additional bus services and expanded recycling provision.
- The launch of the Council's Local Electric Vehicle Infrastructure programme, supported by £3.465 million of government funding, which will deliver additional charging infrastructure across Cumberland.
- Continued community research and engagement work aimed at improving service delivery and understanding local priorities.

An external assurance review of Cumberland Council's financial position and governance arrangements has been completed for the Government. The review acknowledges progress since local government reorganisation, but identifies areas requiring further work, including financial sustainability, children's services, governance and programme delivery. The Council is preparing a formal response.

The Council appointed a new Chief Executive at a special meeting of Full Council last Wednesday (embargoed at the time of writing, but it will be in the public domain by your meeting).

Please don't hesitate to contact me if there are issues I can help with.

Report on Village Veggers 30.9.2026

We have had a very successful growing season in the raised beds.

It is now coming to the end of the season and the beds will be cleared before the end of October.

The Halloween display is being discussed and we are using last years' items along with some new ideas and creations to make a bigger and better display.

This event will be followed by a commemorative display for Remembrance Sunday and Remembrance Day. Hopefully this also will be improved on the previous year.

Elizabeth and Jackie

Report on Bobbin Mill Community Area

Jackie and myself have secured a £300 donation from BSW Timber. This is to go towards a pop up gazebo which will be used for the Tour De France and other events in the future. This will provide shelter for visitors and residents during the run up to the race. We have been working with Peter to provide a place for sitting, and refreshments.

Wickes have donated 2 small wooden planters. Hopefully these will be planted with yellow flowers.

The residents of Longtown have kindly donated their free bulbs leaflets from Houghton Hall to the Bobbin Mill Community Area. We are very grateful for their donations because this has provided us with 270 bulbs which will be planted for a good display in the spring.

We have also requested a quote for the edging of the flower beds and the reinstatement of the beds. I have been InTouch with JD Pipes and hopefully they will agree a donation. The narcissi bulbs will be planted in these reinstated beds.

Elizabeth and Jackie

clerk < clerk@arthuretparishcouncil.gov.uk >

Cumberland Local Plan Scoping Consultation & Call for Sites

< camilla.carruthers@allerdale.gov.uk >

Mon, 14 Sep 2026 4:12:43 PM +0100

To "CumberlandParishCouncils@carlisle.gov.uk" <CumberlandParishCouncils@carlisle.gov.uk>

Dear Clerk,

I am writing to let you know that the Cumberland Local Plan Scoping Consultation is now open and will run from 14 September to 23 October 2026.

(Please note that the Cumberland Local Plan covers only those parts of Cumberland that fall outside the Lake District National Park. The LDNP Authority is responsible for preparing planning policy for the National Park and is developing its own Local Plan.)

This consultation marks the first stage of Local Plan preparation under the new planning system. Its purpose is to ensure that the key issues, opportunities and priorities for Cumberland have been identified and to seek views on the proposed approach to community engagement throughout the plan-making process.

The Local Plan will ultimately provide the framework for guiding future development across Cumberland, including housing, employment, infrastructure, environmental protection and place-making. Feedback received through this consultation will help shape the vision, priorities and evidence base that underpin the next stages of plan preparation.

We would be grateful if parish councils could help raise awareness of the consultation within their communities and encourage residents, businesses, community groups and other stakeholders to take part.

Consultation documents and information on how to respond are available at: Scoping consultation | Cumberland Council.

Call for Sites
In addition, the Council has reopened its **Call for Sites** exercise. This provides an opportunity for landowners, developers, organisations and individuals to suggest land that could be considered through the Local Plan process.

Further information on the Call for Sites is available at: Cumberland Local Plan - Call for Sites | Let's Talk Cumberland

If you have any questions regarding the consultation or the Call for Sites, please contact the Planning Policy Team.

Kind regards,

The Planning Policy Team
Cumberland Council

Email: planningpolicy@cumberland.gov.uk

Cumberland Council
Workington Office, Allerdale House, Workington, Cumbria, CA14 3YJ

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clerk < clerk@arthuretparishcouncil.gov.uk >

longtown army cadets funding grant

Matthew Anson [redacted]
Wed, 16 Sep 2026 3:32:00 PM +0100

To "Parish Clerk"<clerk@arthuretparishcouncil.gov.uk>

Hello

i would like to apply for £1000 funding for a community garden project within the detachment.

our plan is to build a number of planters and get the cadets to grow food. this is an important life skill for the cadets to learn.

the food grown would be offered back to the community hopefully on an annual basis. this benefits the community as it gets the local youth learning practical skills that they can carry on in life this also has a reduction on anti social behaviour.

the money would be used for the purchase of tools, timber for the construction of the planters, a shed to hold all the gardening items fixtures and fittings as well as detachment t shirts and jumpers which would be worn by the cadets whilst gardening when not in uniform this would also be used at county events to help promote the detachment and the longtown area as a whole.

if you require anything further or wish to discuss please contact me

alternatively you are always welcome to pop in.

many thank

--

Staff Sergeant Anson
Detachment Commander
Longtown Detachment
Arnhem Company
Cumbria ACF



clerk < clerk@arthuretparishcouncil.gov.uk >

Re: Agenda item request - tour-de-longtown funding and commemorative tree proposal

Christine Johanssen < christine.johanssen@arthuretparishcouncil.gov.uk >

Tue, 29 Sep 2026 12:07:52 PM +0100

To "clerk"<clerk@arthuretparishcouncil.gov.uk>,"jamesgrahamcrofthead" [redacted]

Hi Nikki

I hope you are all well,

Funding Proposal: Tour de longtown Community Event.

Purpose of the funding
This proposal is submitted on behalf of the constituted working group and (lead Cllr R Graham) to request a grant of **£500** to fund equipment, materials, and inclusion tools for the upcoming **tour de longtown** community curtain raiser once in a life time event. This event brings together the local primary school and the wider community, featuring child-focused cycling activities on school grounds and a **10 mile scenic bicycle fun run route** around the town.

Core itemised Budget Breakdown
The requested **£500.00** has been strictly proportioned across the following event requirements (excluding the inflatable track crash barrier which may be sourced independently through alternative channels):

Item Category,
Commemorative Medals.
Custom-designed or themed " tour de longtown" medals awarded to all participating school children and the 10 mile fun run cyclists to celebrate achievement. **Cost £140.00**

Route & Venue
Highly visible directional flags to safely guide cyclists along the 10-mile route, alongside vibrant multi-coloured bunting to dress the school grounds. **Cost-£90.00**

Sensory Incusion Items
Specialized tactile, high-visibility, calming equipment allowing children with learning difficulties or physical challenges to actively participate in life- skill activities. **Cost £80.00**

Infrastructure: High-durability chequered race mats to form a clear, structured , and exciting start and finish line for the young participants **Cost £70.00**

Mini Grand-Prix Activities
Track boundaries, safety line tape, and instructional props to map out a safe , contained racing circuit on the school grounds. **Cost £70.00**

Art Competition. Creative crafting supplies, display boards, and modest prizes and certificates for the cross-school design and art competition.
Cost £50.00
Total core Request £500.00

Additional Separate Considerations for Parish Council
- **Commemorative Seasonal Tree (£80.00) :** Separately from the opperational event costs above, the working group invites the Parish Council to consider a top-up grant of **£80.00** this will purchase an older , established tree featuring beautiful seasonal colours. The children will plant this tree on the grounds to mark the event, leaving a lasting enviromental legacy for future generations.

Key Operational & Safeguarding Assurances
- Safeguarding &Protection : All activities taking place within the school perimeter are coordernated in direct partnership with school staff. They operate strickly under the school's existing **safeguarding policies,** risk assessments, and visitor verification protocols.

- **Equality &Diversity:** by dedicating a portion of the fund to the sensory tools, the working group guarantees that children facing daily life-skill difficulties are fully integrated, promoting a sence of shared community belonging.

Public Visibility: The use of brightly coloured branding establishes excellent visual consistency for the town, ensuring that motorists and pedestrians are aware of event route.

Many Thanks
Christine Johanssen



Christmas 2026

Netherby Hall has once again kindly offered to supply the large Christmas Tree.

It will be delivered w/c 16 November

Steph has informed me that they would like the light switch on to be on the 22 November to coincide with Joe Kirkups charity run, which will finish at the Community Centre and other planned Christmas activities

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The Festivities Working Group would like ask if a large artificial tree could be purchased and placed at the Bridge so that there are decorations at that end of town

Also, to purchase some ‘up lighters’ for Bobbin Mill

Review of the changing rooms CA6 5UF – Legionella Risk Assessment 2026 performed by Bison Assist – 27/09/2026

Background

The changing rooms at Longtown were commissioned in 2013, having formally been the school caretakers bungalow. At that time, there would have been a handover of the design criteria for the pipework but as of the date of this document we have been unable to locate this
Between 2013 and 2025 there has been NO evidence to support any maintenance being carried out on the water supply, apart from repairs made to frost damaged pipework, specifically over the control of Legionella bacteria. In 2025, the system was cleaned and repairs were made to bring all the assets on line. It is apparent that undocumented changes have been made to the water heating system between 2013 and 2025.

As landlords of the property, it is the responsibility of Arthuret Parish Council to ensure that the facilities are safe to use and that those maintaining the systems are both qualified and competent to do so.. There is a legal responsibility to conform to this.

The following document has been supplied by Bison Assist following their inspection of the changing rooms, with myself in attendance. I have made comments against some of the issues (highlighted in yellow) where appropriate.

T: 0800 8620066
E: support@bisonassist.co.uk

Site Details	
This assessment has been carried out to demonstrate compliance with L8 Legionnaires' disease – The Control from legionella bacteria in water systems – Approved Code of Practice and guidance on regulations. *The purpose of this report is to provide an assessment of the risk to life from Legionella Bacteria in these premises, and, where appropriate, to make recommendations to ensure compliance with the relevant legionella legislation. The report does not address the risk to business continuity from a Legionella outbreak.* *This legionella risk assessment should be reviewed by a competent person by the date indicated below or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a legionella outbreak occurs.*	
Site Photo 	Site Address The Changing Rooms Off Mary Street Longtown CA6 5UF
Responsible person: No named person	Deputy: No named person
Date of Risk Assessment:	21/07/2026
Risk Assessment carried out by	James Taylor
Risk Assessment report checked by	Liam Moran
Suggested date for review:	July 2027

T: 0800 8620066
E: support@bisonassist.co.uk

Introduction

We recently visited your premises at Off Mary Street, Longtown CA6 5UF to carry out a Legionella Risk Assessment as per the scope of works agreed during the booking process.

The aim of the survey is to assess the risk of Legionella bacteria contamination within your hot and cold water system. If present, hot & cold systems such as Cold water storage tanks, Hot water storage vessels, Water Heaters, Showers, Dead legs/ ends etc. will be covered in this assessment of Legionella risk. Please note that your risk assessment does not cover high risk systems such as Cooling towers (if present, but not disclosed), or others as noted in HSG274 – parts 1 and 3, excluding Dental Chairs (if present).

In order to achieve compliance, the actions recommended in this assessment must be undertaken. The assessment covers the building systems susceptible to colonization by legionella and which incorporate a potential means for creating and disseminating water droplets. The assessment covers both the routine operation and use of the system and also in relation to breakdown, abnormal operation, commissioning or unusual circumstances.

As a result of the assessment of legionella risk carried out at The Changing Rooms, Bison Assist recommends a risk assessment review to be carried out in July 2027.

Limitation

This assessment was carried out only on parts of the building that were disclosed and made accessible on the day.

We will not include in our report any water services in an area of the building which wasn't made available to our team. Please note that exclusion of these systems does not indicate absence. While we make every endeavour to ascertain the correct information regarding the site layout and system plant information, our consultant must rely on staff knowledge and any available system drawings. Lack of such knowledge or information may lead to assumptions on the part of the consultant. Please note that an accurate full schematic diagram does not form part of this risk assessment.

While every effort has been made to ensure the accuracy of the content of this document, Bison Assist Ltd will accept no responsibility for any omissions.

T: 0800 8620066
E: support@bisonassist.co.uk

About Your Risk Assessor

Your Legionella risk assessor was James Taylor. They have successfully completed City & Guilds accredited courses “Risk Assessment for Legionella control in water systems WH004, Legionella and water hygiene control within hot and cold water systems HTM 04-01, as well as working towards the enhancement of personal skills and proficiency by completing 30+ hours of CPD per year.

All assessor risk assessments are reviewed, their competencies assessed regularly, and they have the necessary knowledge, training, experience, and competence to undertake the assessment of risk on smaller domestic type hot & cold water systems, on behalf of the appointed responsible person in your organisation.

Find out more about your assessor’s competencies and experience by emailing support@bisonassist.co.uk.

As your trusted partner in safety, here are some of the credentials held by Bison Assist.

Our credentials can be downloaded from our website.

T: 0800 8620066
E: support@bisonassist.co.uk

Legionella Management Goals

Goal 1 - Risk Assessment: About Your Report	Goal 2 - Action Plan: Next Steps	Goal 3 – Review: Legal Requirements
A risk assessment is typically the starting point on your journey to improved Legionella control, this should contribute to a more comprehensive plan for the effective management and control of the water systems within your premises. Here is how we completed your risk assessment: • Through visual inspection; • Observation of existing policies, procedures, records, and other relevant documentation; • By gathering knowledge from members of your team, whilst we were on site.	Within the report, you will find an Action Plan section. It's vital that this is understood and implemented. Some of these actions may be achieved in-house, by your responsible person or a member of your team, others will need to be carried out by specialists with the relevant qualifications, skills and competence. On receipt of this document, should you have any queries or would like any further assistance or advice, please do not hesitate to contact our Support team at support@bisonassist.co.uk. Please remember, the risk assessment is the beginning of the journey, not the end. The Health and Safety Executive warns: *"A risk assessment is only effective if you and your staff act on it. You must follow through with any actions required and review it on a regular basis".*	Risk management should always remain effective. Some risks that are "very low" today, may increase over time. The assessment should be reviewed regularly and, specifically when there is a reason to suspect that it is no longer valid. An indication of when to review the assessment and what needs to be reviewed should be recorded. This may result from, for example: • Changes to the water system or its use; • Changes to the use of the building in which the water system is installed; • The availability of new technology or information about risks or control measures; • The results of checks indicating that control measures are no longer effective; • Change of key personnel; • A case of Legionnaires' disease / Legionellosis associated with the system.

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Legislation

It is a legal requirement for every employer to conduct an assessment of the health and safety risks, arising out of their work activity. Under Regulation 3 of the Management of Health and Safety at Work Regulations 1999, the purpose of such assessment is to identify what needs to be done in order to control health and safety risks. Further applicable legislation to Legionella Safety has been listed in table 1.0 – Applicable Legislation, below.

Statutory legislation applicable to your business: (Not limited to the legislation listed below)
• Health & Safety at Work Act 1974
• Management of Health & Safety at Work Regulations 1999
• Corporate Manslaughter and Corporate Homicide Act 2007
• Health & Safety (Consultation with Employees) Regulations 1996
• Control of Substances Hazardous to Health (COSHH) Regulations 2002
• The Water Supply (Water Fittings) Regulations 1999
• The Water Supply (Water Quality) Regulations 2018
• Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
• The Provision and Use of Work Equipment Regulations 1998
Non-Statutory legislation applicable to your business: (Not limited to the legislation listed below)
• The Approved Code of Practice (ACOP) L8 (4th Edition) 2013 - Legionnaires' disease. The control of legionella bacteria in water systems
• HSG 274 Part 2 (2014): The control of legionella bacteria in hot and cold water systems
• INDG 458 (2012): Legionnaires' disease. A brief guide for duty holders

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Executive Summary	
Property & People	The property is primarily used as Changing Rooms for a local football team and typically operates 1 days a week. The property can accommodate 30 players and 2 staff on an average day. The building does not use evaporative cooling and no other external aerosol generation was seen; the focus of this Risk Assessment will therefore be to identify the legionella risks posed by the internal domestic system which are not expected to impact beyond the curtilage of the property. Legionnaires' disease is a potentially fatal form of pneumonia although everyone is potentially susceptible to infection, there are a number of factors that increase susceptibility, including increasing age (particularly Males over 50 years); those with existing respiratory diseases or certain illnesses and conditions such as cancer, diabetes, kidney disease; alcoholics; smokers; and at a much greater risk are those with impaired immune systems. The potentially susceptible individuals include children (low risk) and staff, visitors and contractors (medium risk). Accordingly, we consider potentially susceptible individuals to have a Low to Medium susceptibility to legionnaires disease.
	Comment by Arthuret Clerk: **The author has underestimated the usage. The facilities are used between 12 and 25 times per year by the local football team.**
Water Systems	The water system, detailed in the report, briefly comprises of the following: Incoming cold water mains and stop tap located at access door, 3 Cold water storage tanks 1Calorifier, feeding hot water outlets
Inherent risk	The inherent risk (sometimes referred to as the design risk) is an assessment of the risk without control measures in place (worst case). The inherent risk of the cold water systems on this site is assessed as – LOW - as the system is mains fed without significant storage (e.g. no CWST) but with aerosol generation (e.g. showers) the risk of harm is relatively unlikely. The inherent risk of the hot water systems on this site is assessed as – HIGH - with stored hot water (e.g. calorifier) and aerosol generation (e.g. showers) it is likely that this system could cause harm

T: 0800 8620066
E: support@bisonassist.co.uk

Risk Assessment Rating

LR - Legionella Risk Ratings

Our risk rating system is used to prioritise corrective actions relating directly to better Legionella control. We do not use a scoring system as in our view 'averaging' the residual risk to a single level tends to hide individual maters of concern that need addressing.

The HAZARD (Legionella) is always rated as serious since a fatality is a possible outcome. The risk is simply presented as the assessors estimate of likelihood.

The current design & control systems in place are presented against a risk rating based on the assessor's overview of: -

- Contamination. An evaluation of the risk of supply.
- Amplification. Assessment of the likelihood that Legionella will proliferate.
- Transmission. Whether droplets or aerosols are likely to be produced.
- Exposure. Potential for aerosols to be inhaled.
- Susceptibility. Consideration of the exposed population.

Failure of the current control measures will result in the water system reverting to the water systems inherent risk, this is likely to be a far higher risk rating.

Insignificant	• LIKELIHOOD (Very Low) = RISK (Minimal) • No additional action required.
Low	• LIKELIHOOD (Low) = RISK (Slight risk under abnormal operating conditions) • Take actions when other more significant risks have been completed.
Medium	• LIKELIHOOD (Possible) = RISK (Possible risk with existing operating conditions) • Take actions when operationally practicable, time periods often programmed to fit with shutdowns or planned maintenance.
High	• LIKELIHOOD (Present) = RISK (Probable risk with existing operating conditions) • Take actions as soon as possible, time periods are typically a few months maximum.
Imminent	• LIKELIHOOD (High) = RISK (Imminent risk of harm or loss) • Take immediate action to reduce the risk, this may include taking systems offline.

GR - General Risk Ratings

GR - General Risk Rating has been used to prioritise corrective actions relating to general safety concerns, such as working at heights, or scalding risks pointed out under our duty of care.

We as a service provider are unable to define exact time scales for corrective action as this is dependent on any other risks within your organisation and the budget available for corrective actions. A programme of implementation should be devised.

Comment By Arthuret Clerk:

There is currently NO budget specifically assigned to this area.

Action Plan

The remedial actions table highlights the issues identified during the assessment of Legionella risk. It is highly recommended the actions priority is followed – refer to Risk Assessment Rating section above.

Once the actions have been completed, these are required to be confirmed through signature by the designated responsible person.

Completion of the actions in this section would result in the Legionella control system operating at **ALARP** (As Low As Reasonably Practicable), in the view of the assessor.

Action	Residual risk	Completion date	Completed by
Formally record the statutory Duty Holder, Responsible Person, Named Deputy and those with Legionella control tasks in the allocation of responsibilities details.	**MEDIUM = Take actions when operationally practicable**		

Comment By Arthuret Clerk:

Training must be taken by ALL those listed above to ensure that they meet the minimum recognized standard. Certification should be gained to ensure that evidence can be shown at the time of the next assessment. Training is available online (Approx £100/ person) to be taken ASAP

Allocate all the missing tasks using the list of regular monitoring and inspection tasks produced in the control measures section of this assessment	**LOW = Take actions when other more significant risks have been completed**		

Comment By Arthuret Clerk:

Currently NO scheduled tasks in place. Although water temperature checks and "flushing" have taken place, and recorded, from September 2025- March 2026

Consider how the Responsible Person would demonstrate they have Legionella understanding and are competent. Assessed training with certification is often the first step.	**MEDIUM = Take actions when operationally practicable**		

Those who are appointed to carry out Legionella control measures and strategies should be suitably informed, instructed and trained and their suitability assessed. Staff should be properly trained to a standard which ensures that tasks are carried out in a safe, technically competent manner.	**MEDIUM = Take actions when operationally practicable**		

Ensure that the risk assessment review process is defined and that change to water systems, management or conditions drives a risk assessment review.	**LOW = Take actions when other more significant risks have been completed**		

ACoP L8 (p58) – A Legionella Scheme of Control specifying the measures to be taken to ensure that the control measures remain effective should be in place.	**HIGH = Take actions as soon as possible**		

Comment By Arthuret Clerk:

To be completed by external consultant or the person responsible, once formal training has taken place

Ensure that out of specification results bring about corrective actions within reasonable time frames and that the actions taken resolve the issue.	**LOW = Take actions when other more significant risks have been completed**		

Ensure that all Legionella monitoring records are available and held for at least five years.	**LOW = Take actions when other more significant risks have been completed**		

All corrective actions should be completed and recorded.	**LOW = Take actions when other more significant risks have been completed**		

The lid needs to be fitted with a screened vent.	**LOW = Take actions when other more significant risks have been completed**		

Comment By Arthuret Clerk:

One of the tank lids is vented but not screened . Additional works required to correctly screen the lid

Label designated drinking water outlets.	**LOW = Take actions when other more significant risks have been completed**		

Consider replacing spray taps/inserts with units that create minimal aerosols (See asset register).	**LOW = Take actions when other more**		

	significant risks have been completed		

The CWST and the main valves need to be labelled with asset numbers to allow them to be clearly identified	**LOW = Take actions when other more significant risks have been completed**		

Comment By Arthuret Clerk:

The majority of the above are labelled on the drawing "Longtown Changing Rooms Water Heating and Distribution for Arthuret Parish Council- Rev B" file Ref "Water Heating and Distribution Rev B" and the accompanying Asset List. Individual valves within the building require labelling.

Outlets were below the minimum hot temperature of 50°C (55°C in healthcare) consider possible causes and take corrective actions. (any hot outlets operating above 55°C should be assessed for scald risk)	**MEDIUM = Take actions when operationally practicable**		

Comment By Arthuret Clerk:

See additional comments at the end of this document.

Check the temperature of all locations with outlets (asset register) over the course of a year and record in the logbook.	**LOW = Take actions when other more significant risks have been completed**		

As an inspection hatch has not been fitted any debris in the base of the water heater should be purged to a suitable drain. Annually but may be increased as indicated by the risk assessment or result of inspection findings	**LOW = Take actions when other more significant risks have been completed**		

Comment By Arthuret Clerk:

Could be undertaken by the employee during annual maintenance depending on their competence, or by external contractor.

Investigate issues/Adjust Thermostats to ensure the water heater outlet temperature is at 60°C	**MEDIUM = Take actions when operationally practicable**		

Comment By Arthuret Clerk:

Beyond the employee capabilities. There is some degree of risk of electrocution should the heaters not be isolated during this operation. The use of dual 3kW heaters in the immersion heater complicates the process in ensuring that both heaters achieve the required temperature. The current temperature is @ 56˚C

Check calorifier flow temperatures (thermostat settings should modulate as close to 60°C as practicable without going below 60°C) Check calorifier return temperatures (not below 50°C, ideally 55°C). (HSG274 Table 2.1)	**LOW = Take actions when other more significant risks have been completed**		

It may improve ease of monitoring to fit a temperature gauge on the outlet and return pipes.	**LOW = Take actions when other more significant risks have been completed**		

Comment By Arthuret Clerk:

Simple pipe gauges could be fitted at minimal cost, or use of the APC Temperature probe.

The HWSV (calorifier) and main valves need to be labelled with asset numbers to allow them to be clearly identified	**LOW = Take actions when other more significant risks have been completed**		

Comment By Arthuret Clerk:

See previous comment on labelling.

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Assessment of Legionella Risk

1. MANAGEMENT & RECORDS		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Statutory Duty Holder (Organisation):	Sir James Graham (Arthuret Parish Council)	
Legionella Responsible Person (full name, title):	No named person	
Legionella Deputy Person (full name, title):	No named person	

Have the above persons been appointed in writing?	No	*Formally record the statutory duty holder, Responsible Person, Deputy and those with Legionella control tasks in the allocation of responsibilities details.*
Residual Risk:	**MEDIUM = Take actions when operationally practicable**	

Is the allocation of tasks comprehensive?	No – No supporting evidence provided to the assessor during the assessment	*ACoP L8:2013 Para 53 States - Supervise everyone involved in any related operational procedure properly. Define staff responsibilities and lines of communication properly and document them clearly.* *Allocate all the missing tasks using the list of regular monitoring and inspection tasks produced in the control measures section of this assessment*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Is the responsible person competent or do they have access to competent help?	No – There is no evidence the RP is Legionella competent	*Consider how the Responsible Person would demonstrate they have Legionella understanding and are competent. Assessed training with certification is often the first step. A specialist provider could be used to provide legionella management training.*
Residual Risk:	**MEDIUM = Take actions when operationally practicable**	

Is staff Legionella competence adequate for tasks conducted (training recorded)?	No - No supporting evidence provided to the assessor during the assessment	*Those who are appointed to carry out Legionella control measures and strategies should be suitably informed, instructed and trained and their suitability assessed. Staff should be properly trained to a standard which ensures that tasks are carried out in a safe, technically competent manner.*
Residual Risk:	**MEDIUM = Take actions when operationally practicable**	

Has an external Facilities, Maintenance or Water Hygiene service provider been appointed for Legionella control?	No	
Is there a system to ensure assessments are reviewed regularly or due to change?	No - No supporting evidence provided to the assessor during the assessment	*Ensure that the risk assessment review process is defined and that change to water systems, management or conditions drives a risk assessment review*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Have the significant findings of previous Legionella Risk Assessments been carried out?	There is no previous Legionella risk assessment	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is there an up-to-date schematic diagram of the water system on record?	Up to date schematic diagrams are available	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is there an up-to-date asset (outlet) register of the water system on record?	No - Asset register to be provided in this assessment	

Is a Legionella Written Scheme of Control with clearly defined purpose and scope, in date and available for inspection?	No	*ACoP L8 (p58) – A Legionella Scheme of Control specifying the measures to be taken to ensure that the control measures remain effective should be in place. The written scheme can be provided by a consultant and should include (but not be limited to): an up-to-date plan or schematic showing the layout of the plant or system, including parts temporarily out of use, a description of the correct and safe operation of the system, the precautions to be taken, checks to be carried out to ensure the efficacy of the scheme and the frequency of such checks. Please note that the written scheme of control is not a legionella risk assessment, however it will assist in the production of the written scheme.*
Residual Risk:	**HIGH = Take actions as soon as possible**	

Do records show clear and up to date lines of communication?	Yes – Clearly defined management structure	

Residual Risk:	**INSIGNIFICANT = No additional action required**	

Do historic records indicate the current control measures are effective?	Yes – Overall the water system appears under control	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Do historic maintenance records show corrective actions are completed in a timely manner and effective?	No - No supporting evidence provided to the assessor during the assessment	*Ensure that out of specification results bring about corrective actions within reasonable time frames and that the actions taken resolve the issue.*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are monitoring and inspection records complete and available for at least 5 years?	No – Records are limited	*Ensure that all Legionella monitoring records are available and held for at least five years.*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Is there evidence of non-conformity control?	No - No supporting evidence provided to the assessor during the assessment	*All corrective actions should be completed and recorded.*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Do technical difficulties require the use of alternative (to temperature) methods for legionella control?	No	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is microbiological (legionella) water sampling carried our regularly (with locations and frequencies defined)?	Yes - Legionella testing/sampling carried out during this assessment	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
Location of Legionella water sample:	Kitchen Sink	

Location of other water sample(s) (e.g. Pseudomonas Aeruginosa):	Office Sink

Are previous Legionella water sampling results within limits?	N/A – no previous Legionella sampling carried out	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Legionella Management – Any matters of concern (Outside of scope)?	No matters of concern outside the assessment scope identified	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Legionella Assessment – Were there any limitations during site visit (such as limited access, lack of assistance, records unavailable)?	No assessment limitations all survey information obtained	

2. COLD WATER STORAGE TANK(S)		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Have any cold water storage tanks been identified on site?	Yes	
Is the water supply from a municipal supply (mains supply)?	Yes	
Is there safe access provided to inspect or clean the tank(s)?	Yes - The CWST has good access	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
External Photo of cold water storage tank(s) 		
Location(s):	Loftspace	
Area(s) supplied:	Heating system	
Tank(s) capacity (Dimensions/volume):	455 litres each tank Dimensions 140 x 65 x 50 cm	
Is access restricted above the tank?	Slight head height restriction	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the tank redundant, stagnant or over-sized?	No - Water turnover estimated at less than 24 hours	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Comment By Arthuret Clerk:

This is incorrect. Water turnover during many periods of the year, including periods of high ambient temperature is minimal. Water usage being confined to that used for weekly tap flushing.

Is the tank linked to another?	Yes - In series	
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Is the tank and local pipework insulated sufficiently to prevent heat gain or loss?	Yes – Well insulated	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is a screened overflow pipe fitted?	Yes - Overflow screen fitted	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is there a drain fitted to the tank?	Not required (<1000 ltrs).	*Large storage cisterns (over 1 000 L nominal capacity) A washout pipe with the valve incorporated as close as practicable to the cistern should not be connected to a drain, but may be arranged to discharge into open air above a drain in accordance with the requirements of a type AA air gap. A washout pipe should be provided flush with the bottom of the cistern at its lowest point. Where practicable, the floor of the cistern should be laid to a slight fall to the washout pipe for cleaning purposes. The washout pipe outlet should be controlled by a suitable fullway valve and blanked off with a plug or flange when not in use. (BS8558 4.3.12)*
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Internal condition of the tank?	Clean and clear	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Photo of tank(s) internal condition



Are there isolating valves on the tank inlet and outlets?	Yes - Inlet and outlet valves	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

What is supply water temperature at tank inlet?	25°C	
Tank(s) water temperature:	24°C	
Is the lid rigid, fixed and close fitting?	Yes	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
Is the lid fitted with screened vent?	No	*The lid needs to be fitted with a screened vent.*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are potentially stagnant return pipes such as expansion pipes diverted?	Yes – hot water expansion diverted from CWST	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is inlet pipework opposite to outlet pipework?	Yes	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the tank and local area free from dead ends?	Yes	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is room (ambient) temperature above 30°C?	Yes	
Are the valves and tank labelled?	No	*Stop valves, servicing valves and drain taps should be labelled so that the parts of the system which they control can be determined for maintenance purposes. (WRAS G4.10)* *The CWST and the main valves need to be labelled with asset numbers to allow them to be clearly identified*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are cistern back flow arrangements adequate?	The inlet / overflow air gap is sufficient	*WRAS Guide Schedule 2 Section 6.3 Regulators specification for backflow prevention arrangements and devices.*
Residual Risk:	**INSIGNIFICANT = No additional action required**	

3. STORED COLD & HOT WATER		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Location of incoming mains isolation (stop tap)?	Main access door	
Every water fitting through which water is supplied should be installed in such a manner that no backflow of fluid from any appliance, fitting or process can take place. (Water regulations guide Schedule 2 Section 6.4 G15.1) Is there backflow protection for the following outlets?		
Are shower hoses long enough to be submerged or reach the floor?	No – shower hoses do not reach the floor	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
Mains fed external/ garden bib taps inc. wash down hoses	None seen	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
Quick fill connections (Heating - filling loop)	No quick fill connections identified	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
Washing machines & Dishwashers	None seen	
Residual Risk:	**INSIGNIFICANT = No additional action required**	
Treatment plant Softeners & Reverse Osmosis (RO)	None seen	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Fire hoses	None seen	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are materials seen WRAS/WRc compliant?	No suspect materials were seen	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Have drinking water identification signs/ labels been used?	No labels seen	*Label designated drinking water outlets. The Water Regulations Advisory Scheme (WRAS) formal DETR guidance on the water supply (Water Fittings) Regulations 1999 requires non-wholesome water to be labelled not drinking water. Industry guidance indicates this can be achieved by labelling drinking water outlets.(G27.4).*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are there any drinking water outlets in unsatisfactory locations (toilets or workshops)?	None found	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is access reasonable for inspection of pipes?	Access to components and pipework is acceptable for the type of premises	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is distribution pipework insulated and likely to operate below 20°C?	Yes – Good temperatures found	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are unnecessary aerosols produced (e.g. spray taps on TMVs)?	Yes – Spray inserts found (see the asset register)	*Consider replacing spray taps/inserts with units that create minimal aerosols (See asset register).*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are all outlets in regular use?	No - Use is unknown / low (see the asset register)	*Little used outlets identified in the asset register need regular (weekly) flushing. The risk from legionella growing in peripheral parts of the domestic water system, such as dead legs off the recirculating hot water system, may be minimised by regular use of these outlets. When outlets are not in regular use, weekly flushing of these devices for several minutes can significantly reduce the risk of legionella proliferation in the system. Once started, this procedure has to be sustained and logged, as lapses can result in a critical increase in legionella at the outlet. Where there are high-risk populations, eg healthcare and care homes, more frequent flushing may be required as indicated by the risk assessment. (HSG 274 2.78)*
Residual Risk:	**INSIGNIFICANT = No additional action required**	

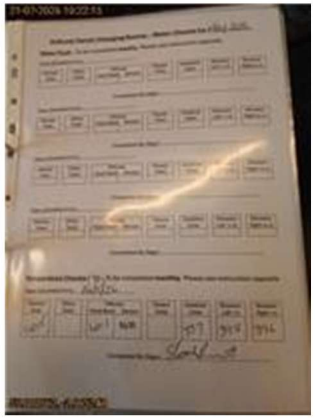
Are outlets clean and free from scale and slime?	Yes – Outlets appear clean	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the hot & cold water distribution system free from dead ends?	No dead ends observed	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Do all parts of the hot water distribution system (including returns) operate above 50°C (55°C for healthcare premises)?	No – Poor temperatures found (see the asset register)	*Outlets were below the minimum hot temperature of 50°C (55°C in healthcare) consider possible causes and take corrective actions. (any hot outlets operating above 55°C should be assessed for scald risk)*
Residual Risk:	**MEDIUM = Take actions when operationally practicable**	

Are sentinel temperature monitoring locations correct and checked?	Yes	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Temperature checks log:



Is a temperature profiling schedule (representative outlets) defined and in operation?	No	*Check the temperature of all locations with outlets (asset register) over the course of a year and record in the logbook.*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are TMVs listed and maintained as required?	Yes	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are infrequently used outlets listed and flushed?	Yes - Infrequently used outlets listed and flushed	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are showers listed and cleaned and disinfected?	Yes	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

4. HOT WATER STORAGE VESSEL(S) (CALORIFIERS)		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Have any hot water storage vessels (calorifiers) been identified on site?	Yes	
Number of HWSV(s):	1	
Is there safe access provided to inspect and/or clean the HWSV(s), where applicable?	Not required (small domestic HWSV)	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

External Photo of the hot water storage vessel(s)



Location(s):	Kitchen Store	
Hot water storage vessel(s) model/type and heating method?	Vented - Direct with immersion(s)	
HWSV(s) capacity (Volume)?	500 litres	
HWSV(s) orientation and material?	Vertical copper vessel	

Locations/Areas supplied:	Showers and hot water outlets	
Can the HWSV be internally inspected?	The HWSV is fully insulated – there is no way to determine internal access	*HSG 274 Para 2.37 states - All types of water heaters, including storage calorifiers, should be designed and installed so that they are safe to use and maintain, and able to be inspected internally, where possible.* *As an inspection hatch has not been fitted any debris in the base of the water heater should be purged to a suitable drain. Annually but may be increased as indicated by the risk assessment or result of inspection findings*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are there details on the internal condition of HWSV?	HWSV(s) drain flushing as an alternative	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the HWSV required (Not over-sized)?	Yes – The HWSV serves an appropriate number of outlets	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the HWSV fitted with a drain valve in the base of the unit?	Yes – drain valve visible on HWSV	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the HWSV linked or is stagnation likely?	No – single HWSV	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Is the HWSV & local pipes sufficiently well insulated?	Yes – Well insulated	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are there any dead ends, long gauge feeds or dead legs associated with the HWSV?	No	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are there isolating valves on the HWSV inlet and outlets?	Yes - Inlet and outlet valves	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

HWSV outlet temperature?	56°C	
Is the outlet temperature of the HWSV satisfactory?	No	*Investigate issues/Adjust Thermostats to ensure the water heater outlet temperature is at 60°C.*
Residual Risk:	**MEDIUM = Take actions when operationally practicable**	

Is the hot water return temperature from principle loops satisfactory?	Yes - Temperature >50°C	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are HWSV flow and return temperatures checked monthly?	No	*Check calorifier flow temperatures (thermostat settings should modulate as close to 60°C as practicable without going below 60°C) Check calorifier return temperatures (not below 50°C, ideally 55°C). (HSG274 Table 2.1)*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Comment By Arthuret Clerk:

Task to be undertaken by employee

Will temperatures reach target throughout the vessel for at least 1 hour daily?	Yes – Immersion heaters in the base of the vessel	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

Are Temperature Gauges/Thermometer pockets fitted?	No	*It may improve ease of monitoring to fit a temperature gauge on the outlet and return pipes.*
Residual Risk:	**LOW = Take actions when other more significant risks have been completed**	

Are the valves and HWSV labelled?	No	*Stop valves, servicing valves and drain taps should be labelled so that the parts of the system which they control can be determined for maintenance purposes. (WRAS G4.10)* *The HWSV (calorifier) and main valves need to be labelled with asset numbers to allow them to be clearly identified*

Residual Risk:	**LOW = Take actions when other more significant risks have been completed**

Comment By Arthuret Clerk:

See previous comment on labelling

If the HWSV is direct mains fed (>15 ltrs), is the supply fitted with a check valve & expansion vessel?	N/A Vented system	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

5. EXPANSION VESSELS		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Are any Expansion vessels present?	No	

6. LOCAL WATER HEATER <15ltr (POU)		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Are there any point of use water heaters present?	No	

7. OTHER WATER SYSTEMS		
QUESTION	**ANSWER**	**GUIDANCE / ACTION RECOMMENDED**
Have any fire hose reels been identified on site?	No	
Have any wet fire sprinkler systems been identified on site?	No	
Residual Risk:	**INSIGNIFICANT = No additional action required**	

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LEGIONELLA CONTROL MEASURES

Based on the risk assessment visit, the following legionella control measures are to be implemented:

HOT WATER SERVICES - take temperatures at sentinel points and a representative selection of other points. Minimum 50 °C (55 °C in healthcare) within one minute. FREQUENCY - Monthly.

COLD WATER SERVICES - take temperatures at sentinel points and a representative selection of other points. Below 20 °C within two minutes. FREQUENCY - Monthly.

CALORIFIER - where practical inspect internally using inspection hatch or using a borescope. FREQUENCY - Annually.

CALORIFIER - check flow temperatures (as close to 60 °C as practicable without going below 60 °C) FREQUENCY - Monthly. If present (see report) check return temperatures (ideally 55 °C but not below 50 °C). FREQUENCY - Monthly.

COLD WATER TANKS - inspect cold water storage tanks and resolve issues where necessary. Take and record the water temperature. FREQUENCY - Annually.

SPRAY TAPS/SHOWERS - dismantle/clean and descale removable parts/heads/inserts and hoses where fitted. FREQUENCY - Quarterly.

INFREQUENTLY USED OUTLETS - regularly flush to waste the outlets to minimise the risk from microbial growth in the peripheral parts of the water system. FREQUENCY - Weekly.

TMVS - to maintain protection against scald risk TMVs require routine maintenance carried out by a competent person. FREQUENCY - Annually.

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ADDITIONAL INFORMATION	
QUESTION	**ANSWER**
Observations:	No Legionella Risk Assessment has been carried out previously at the premises Client must use this assessment to ensure compliance with current Legionella Management and Control Regulations ACoP L8 and HSG 274 The water system within the facility has been looked after by a volunteer who was competent to carry out the required work due to employment in water related industry and has a good knowledge of Legionella Management and Control Regulations It is assumed the house became vacant in 2012 and at that point it was converted to changing room facilities for a local football team In 2025 work was carried out by a volunteer tanks emptied, scrubbed, disinfectad with Endosan 3, tanks refilled and 2 x applications of Endosan 8 @ 500 ppm In July 2026 the local council appointed two full time employees whose remit will include the Management and Control of Legionella within the premises Mains water supplies three tanks, sinks and toilets HWSV receives supply from CWSTs and provides hot water supply to sinks and showers Consideration should be given to continuous dozing to alleviate the requirement for outlet flushing. This has been proposed previously using a perastalic pump with Endosan 50 @20ppm

Sentinel point 1:	Kitchen Sink
Sentinel point 2:	Male / Female Toilet

Comment By Arthuret Clerk:

The Sentinel points above do not take into consideration the showers. Although difficult to access the only sentinel point for pump set 2 is the right bank of showers.

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ASSET / OUTLET TABLE

The asset register below only includes areas accessible at the time of the visit:

Floor	Location	Asset(s)	Number of sinks in room	Cold Water Temperature	Hot Water Temperature	TMV / TMT Outlet Temperature	Infrequently Used Outlets	Dead Legs / Ends	Condition/ Comments
Ground	Kitchen Sink	Kitchen Sink,Sentinel 1	1	17.3	42.9	-	Yes	No	Outlet(s) in good condition with no scale build up.
Ground	Accessible Toilet	Basin with TMV,Toilet(s)	1	17.6	-	37.4	Yes	No	Outlet(s) in good condition with no scale build up.,Includes spray insert
Ground	Office Toilet	Basin(s),Toilet (s)	1	16.8	42.5	-	Yes	No	Outlet(s) in good condition with no scale build up.
Ground	Officials Changing Room	Basin(s),Show er Enclosure	1	16.3	42.5	-	Yes	No	Outlet(s) in good condition with no scale build up.
Ground	Ladies / Gents Toilet	Basin(s),Toilet (s),Sentinel 2	1	16.4	42.7	-	Yes	No	Outlet(s) in good condition with no scale build up.
Ground	Showers	Shower Enclosure	0	-	32.8	-	Yes	No	Outlet(s) in good condition with no scale build up.

Glossary

Aerosol - *a suspension in a gaseous medium of solid particles, liquid particles or solid and liquid particles having a negligible falling velocity. In the context of this document, it is a suspension of particles which may contain legionella with a typical droplet size of <5 µm that can be inhaled deep into the lungs.*

Bacteria - *(singular bacterium) a microscopic, unicellular (or more rarely multicellular) organism.*

Biocide *a substance which kills microorganisms*

Biofilm *a community of bacteria and other microorganisms embedded in a protective layer with entrained debris, attached to a surface.*

Calorifier *an apparatus used for the transfer of heat to water in a vessel, the source of heat being contained within a pipe or coil immersed in the water.*

Chlorine *an element used as a biocide and for disinfection*

Cold water service *installation of plant, pipes and fitting in which cold water is stored, distributed and subsequently discharged.*

Dead end/blind end *a length of pipe closed at one end through which no water passes.*

Dead leg *a length of water system pipework leading to a fitting through which water only passes infrequently when there is draw off from the fitting, providing the potential for stagnation. Disinfection the reduction of the number of microorganisms to safe levels by either chemical or non-chemical means (eg biocides, heat or radiation)*

Domestic water *hot and cold water intended for drinking, washing, cooking, food preparation or other domestic purposes.*

Hot water service *installation of plant, pipes and fittings in which water is heated, distributed and subsequently discharged (not including cold water feed tank or cistern).*

Legionnaires' disease *a form of pneumonia caused by bacteria of the genus legionella.*

Legionella (plural legionellae) *a bacterium (or bacteria) of the genus legionella.*

Legionellosis *any illness caused by exposure to legionella.*

Microorganism *an organism of microscopic size, including bacteria, fungi and viruses.*

Nutrient *a food source for microorganisms.*

Point of use (pou) filters *a filter with a maximal pore size of 0.2 µm applied at the outlet, which removes bacteria from the water flow.*

Risk assessment *identifying and assessing the risk from legionellosis from work activities and water sources on premises and determining any necessary precautionary measures.*

Sentinel taps for hot water services *– the first and last taps on a recirculating system. For cold water systems (or non-recirculating hws), the nearest and furthest taps from the storage tank. The choice of sentinel taps may also include other taps which represent parts of the recirculating system where monitoring can aid control.*

Sero-group *a sub-group of the main species.*

Shunt pump *a circulation pump fitted to hot water service/plant to overcome the temperature stratification of the stored water.*

Slime *a mucus-like exudate that covers a surface produced by some microorganisms.*

Sludge *a general term for soft mud-like deposits found on heat transfer surfaces or other important sections of a cooling system. Also found at the base of calorifiers and cold water storage tanks.*

Stagnation *the condition where water ceases to flow and is therefore liable to microbiological growth.*

Thermal disinfection *heat treatment to disinfect a system*

Thermostatic mixing valve *a mixing valve in which the temperature at the outlet is pre-selected and controlled automatically by the valve.*

Additional Comments by Athuret Parish Clerk

Hot water temperatures

Between installation and commission (approx. 2013) and 2025, there appears to have been undocumented changed made to the system. The original design, whereby hot water was taken directly from the hot water cylinder to the hot water taps has been modified such that the hot water taps take “mixed” water at 42 ˚C designated for shower use. The current requirement for the hot water storage to be at 60 – 65 ˚C now negates this option without additional consideration to scalding and the use of additional systems to manage the water temperature at the outlet. The current requirement for hand basins ands sinks is 50 ˚C.

Legionella Test Results

The results below do indicate that the water system is currently Legionella free, but none of the shower heads have been tested and we do have to consider that there has been a great deal of work on the water system over the past 12 months, which has clearly contributed to the positive (negative result)

Water Sampling Report Summary

ANALYSED BY

UKAS TESTING 1314

ALS

Bison ASSIST

C 3123116 Bison Assist: The Changing Rooms CA6 5UF

Laboratory Number			**26455627**	**26455628**
Customer Sample Ref.			**Kitchen Sink**	**Office Toilet**
Sample Matrix			**Drinking Water**	**Drinking Water**
Sample Date			**21/07/2026 10:40:00**	**21/07/2026 11:00:00**
Sample Time			**10:40**	**11:00**
Point Code			**Private Limits**	**Private Limits**
Analyte	**Method**	**Units**		
Pseudomonas aeruginosa Pres	W11	cfu/100ml	N/S	0
Pseudomonas aeruginosa, conf.	W11	cfu/100ml	N/S	0
Legionella pneumophila Sg 1	W5	cfu in vol	ND	N/S
Legionella pneumophila Sg 2-15	W5	cfu in vol	ND	N/S
Legionella Sp(non-pneumophila)	W5	cfu in vol	ND	N/S
Legionella, Total	W5	cfu in vol	ND	N/S
Volume Analysed for Legionella	W5	ml	1000	N/S
Legionella Limit Of Detection	W5	cfu/litre	20	N/S

The results have been analysed by a UKAS accredited laboratory, in line with their methods and as per ACOP L8.

To discuss these, contact us at support@bisonassist.co.uk.

0 or ND=Not Detected
N/S=No Sample

Conclusion

Although we have achieved a negative Legionella result for the water system. The above report has clearly identified that the system of cleaning, maintaining, and recording any of the specific areas detailed has been overlooked or ignored between 2013 and 2025. Without a considerable amount of input from both professional trades and consultants, the above is unlikely to move forward.

Considerations should be, but not limited to

- Training to the required minimum standard
- Modifying the existing pipework to ensure that the correct temperatures are achieved.
- Putting maintenance and cleaning schedules in place
- Create a “Legionella Scheme of Control” – use of a consultant service should be considered
- Consider water consumption. Currently **more water is consumed per annum in flushing and cleaning, than is used by the football teams**. Note accurate data is unavailable for this as the water meter wasn’t installed until July 2026. Flushing could be reduced to a minimum by the addition of a Endosan dosing unit (approx. £3k), which was previously agreed (August 2025) but subsequently put back by a council decision to use contractors rather than employees to maintain the building (Sept -Oct 2025)

Clerks Report – September 2026

Correspondence from Parishioners
Numerous emails & phone calls have been dealt with

Dealing with….
Contactor to site wooden bench at bobbin mill and 2 new bins at the football field
Contractors for water heater at Council Rooms
Meetings with the Church regarding Remembrance Sunday
Ordered the spring bulbs for Waverley Road litter picking group
Ordered the new 'tommy figure' for the memorial island

The following documents have also been circulated: -
CALC - Cockermouth Digital Traffic Regulation Orders (D-TROs) – Static & Moving
CALC - FW: CALC Partner Bulletin September 2026
Family Hub - FW: What's On - September - Cumberland Family Hubs
NALC - Star Council Awards 2026/27 – Councillor of the Year
NALC - Chief executive's bulletin - 27 August 2026
Cumbria Police - Neighbourhood Policing Update: Carlisle & Rural
NALC events
CALC - FW: Polling Place Review – Cumberland
CALC - Weekly Bulletin - 2 September 2026
NALC – Chief Executive Bulletin 3 September
CALC - Parkinson Partnership Finance and Governance Training Courses – Available to Book
CALC - Free Wellbeing Sessions for Clerks and Councillors
CALC - Build more confident communication across your council
CALC - You're Invited to CALC AGM 2026 - Book Your Place
NALC - Star Council Awards 2026/27 – Climate Response of the Year
CALC - Weekly Bulletin - 9 September 2026
NALC - Chief executive's bulletin - 10 September 2026
CALC - Invitation to Take Part in a New Survey on Local Council Provision of Public Toilets
NALC events

Planning Notices – x 2

Notification of Decision Planning Application – x0
(emailed to Councillors)