

Buxhall Parish Council Village Warden Checklist	
	wc 31 08 20
Weekly:	
Are signs legible?	
Is the site free of litter and dangerous objects?	
Grass, trees and hedging is properly maintained	
Are the gates in working order?	
Are pathways undamaged and unobstructed?	
Are the seats secure and undamaged	
Are the litter bins secure and undamaged?	
Have the litter bins been emptied?	
Play equipment	
Ensure all equipment is clean and free from any damaged/sharp protrusions/obstructions	
Visually check metal parts for any corrosion	
Is all safety surfacing undamaged?	
Check for wear on chain links/shackles/seats	
Ensure the seats fixed on securely and undamaged?	
Check plastic/rubber parts for wear or damage	
Check the steps are undamaged	
Check the chute is undamaged	
Confirm ithe chute is clear of foreign objects	
Check the runner moves smoothly and noiselessly?	
Check ropes/climbing nets for wear	
Check for damage on timber components/splinters	
Is all timber work undamaged?	
Surfacing:	
Check safety surfacing for any damage	
Are loose fill surfaces at the right level?	
Check loose fill surfacing for any litter or dangerous items	
Re-instate any grass areas that have sunk (potential trip hazard)	
Measure depth of safety surface (min depth 400mm)	
Safety tiles - Clean the surface with a broom and/or water weekly	
Wetpour rubber - Clean the surface with a broom and/or water weekly. If slippery also use mild detergent	
Grassmats - confirm these are in good condition	
Carry out a HIC test according to EN1177 2008 annually	
Have you recorded all faults?	
Comments:	

DEFIBRILLATOR CHECKS

	Shop	Village hall	Broad Road
Installed			
Battery date:	31st Aug 2022	30th April 2024	Replace when Low
Pad date:			
Cabinet Checks:	C1267	C159X	
Is there power			
Does the key pad access code work			No
Is the cabinet internal light working			
Is the thermostat set to the correct temp			
Is there water or condensation inside			
Does the door open and close correctly			
Is there any visible damage			
Comments:			
Defibrillator Checks:			
Is the rescue ready indicator operational			
Are the accessories present			
Does the voice prompt start when switching on AED			
Is the battery indicator operational			
Comments:			
Date			
Signed			

DEFIBRILLATOR CHECKS

	Shop	Village hall	Broad Road
Battery date:	31st Aug 2022	30th April 2024	Replace when Low
Pad date:	08/20 - 11/20 - 11/20	03/22	06/21 - 09/21

Maintenanc Checks
Check all