

Fire Risk Assessment



Site

Bonsal Village Hall

Address of premises

1 Yeoman St, Bonsal, Matlock DE4
2AA, UK
(53.1185069, -1.5845017)

Date of Assessment

09.02.2026

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General

Responsible person (e.g. employer) or person having control of the premises

The Management Committee

Person(s) consulted

Alan David, Hazel Baldwin

Assessor. Stephen Haywood. dip RSA (OSH) CMIOSH AIFSM

Date of fire risk assessment

09.02.2026

This fire risk assessment should be reviewed by a competent person by the date indicated, or at such an earlier time as there is reason to suspect that it is no longer valid, or there have been significant changes in the matters to which it relates.

For example;

Following a change of work practice

Following a significant change in staff levels

Following structural or material changes

Following any change of any fire precautions in the premises

Following a near miss or fire incident

Where a change of legislation is deemed to affect the validity of the risk assessment

09.02.2027

Preface

This report is intended to assist you in compliance with Article 9 of the Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order) which requires that a risk assessment be carried out.

A fire risk assessment was carried out on the premises detailed above to assess fire safety requirements in accordance with The Regulatory Reform (Fire Safety) Order 2005 using the following approach:

Step 1: Identify Hazards: e.g. Ignition sources and Fuel Sources.

Step 2: Identify Persons at risk from fire

Step 3: Evaluate: Remove, Reduce and Protect from the Risk.

Step 4: Record: Plan, Inform, Instruct and Train

Step 5: Keep assessment under review and advise where necessary

This fire risk assessment supersedes all previous fire risk assessments issued prior to the date of this document.

LIMITATIONS. No design fire strategy is provided. Some assumptions made. No Testing of active systems. No intrusive/destructive inspection of passive fire protection. Parts of the assessment are reliant on the landlord/occupier having provided accurate information to the assessor.

GENERAL INFORMATION

1. THE PREMISES (Clause 12)

Use of premises

Village Hall

Occupancy times

	Morning	Afternoon	Evening
Number of floors at ground level and above			Two
Number of floors entirely below ground level			Zero
Approximate floor area (M2 gross)		180m ²	Space 4.6x4.6 + 9x4.8. 11x4.8. 4.8x1.4

Details of construction and layout

The property is a two-story building that formerly served as the village school. Converted into a village hall in 1972, it offers versatile community space across two floors, equipped with a kitchen. The structure features a prominent, elevated entrance ramp designed to manage its position near the road.

The property is built from Derbyshire stone with pitched tiled roof. One internal staircase provides access to the first floor with an external staircase providing additional emergency egress.

The hall is let to hirers for events and there are regular village events held at the hall during the week.

Age of the building	1717
Number of final exits	Three
Evacuation strategy	Simultaneous
Number of stairwells	Two

OCCUPANTS

2. THE OCCUPANTS (Clause 12)

Approximate maximum number of employees at any one time: This is a non staffed property

Approximate maximum number of other occupants at any one time 70 standing on the ground floor plus an additional 50 on the first floor

Approximate total number of people present in the building at any one time 120

3. OCCUPANTS ESPECIALLY AT RISK (Clause 12)

Sleeping occupants None

Disabled employees None

Occupants in remote areas and lone workers occupants on the first floor may be unaware of any issues on the ground floor

Young persons employed None

Others

Maintenance contractors may visit the site to carry out installations and maintenance works.

LEGISLATION

4. FIRE LOSS EXPERIENCE/ENFORCEMENT

Have any fires occurred that have required the attendance of the Fire & Rescue Service or the use of an extinguisher?

No

None notified at the time of this assessment

Details of any written notifications of deficiency or improvement, enforcement or prohibition notices been issued against these premises by the fire authority

None reported

6. RELEVANT FIRE SAFETY LEGISLATION

The following legislation applies to these premises

The Regulatory Reform (Fire Safety) Order 2005 (FSO),

The above legislation is enforced by

Derbyshire Fire & Rescue

Government guidance documents used in the preparation of this fire risk assessment.

Fire safety risk assessment:
small and medium places of
assembly

A guide to making your small
non domestic premises safe from
fire

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL (IGNITION)

7. ELECTRICAL SOURCES OF IGNITION

Are reasonable measures taken to prevent fires of electrical origin?

Yes

More specifically:

a) Are fixed installations periodically inspected and tested?

Yes

Trustees report that all remedial work was completed to bring the fixed installations to a satisfactory condition.



Photo 2



Photo 3



Photo 4

The fixed electrical wiring has been tested and maintained in accordance with the requirements of BS 7671 and appeared to be in a good state. There is no evidence of loose wiring, tampering, scorch marks on plugs.

Date of last EIC inspection.

04.12.2023

b) Is portable appliance testing carried out?

Yes

PAT testing is carried out annually

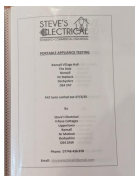


Photo 5

All portable electrical appliances have been tested and maintained in accordance with the recommendations of the Health & Safety Executive

c) Is there suitable control over the use of personal electrical appliances?

Yes

Hirers of the hall are told to use electrical appliances safely, but there is no requirement for PAT testing

d) Is there suitable limitation of trailing leads and adaptors?

Yes

No inappropriate use of trailing leads or adaptors seen during the assessment.

8. SMOKING

Are reasonable measures taken to prevent fires as a result of smoking?

Yes

More specifically:

a) Is smoking prohibited in the building?

Yes

Smoking is not permitted in any part of the building.

b) Is smoking prohibited in appropriate areas?

Yes

Smoking is prohibited in all appropriate areas

c) Is a statutory 'No Smoking' sign displayed?

No

A statutory 'No Smoking' sign was not seen displayed at the property at the time of the assessment.

d) Are there suitable arrangements for those who wish to smoke?

No

e) Did the smoking policy appear to be observed at the time of the inspection?

Yes

No illicit smoking was witnessed at the time of the assessment

9. ARSON

Does basic security against arson by outsiders appear reasonable?

Yes

Current security measures to protect against arson are deemed to be adequate.

Security measures in place

Security lighting

Neighbours in close proximity

Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?

Yes

The buildings were clear of any unnecessary fire loading at the time of the inspection

10. PORTABLE HEATERS AND HEATING AND VENTILATION INSTALLATIONS

Is there satisfactory control over the use of portable

No

heaters?



A portable convector type heater is used regularly within the hall. From a fire safety perspective, portable convector heaters are discouraged in public spaces

Are fixed heating and ventilation installations subject to regular maintenance?

Yes

Heating is provided via three gas room heaters



Photo 6

The heating/ ventilation system is regularly maintained by a competent person

Current gas safety certificate in place?

Yes

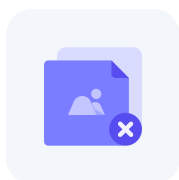


Photo 7

Date of latest certificate

12.02.2026

Relevant information (including description of arrangements and deficiencies observed.

It was noted during the assessment that carbon monoxide detectors are not sited with 1-3m of each gas appliance.

If a solid fuel appliance is used, is the chimney or flue swept at least annually?

N/A

No solid fuel appliances

11. COOKING

Are reasonable measures taken to prevent fires as a result of cooking?

Yes

A full gas fired cooking range is sited in the kitchen



Photo 8

More specifically, are filters cleaned or changed and ductwork cleaned regularly?

Yes

Ductwork is cleaned and filters are changed as necessary as part of the regular maintenance programme

Relevant information (including description of arrangements and deficiencies observed).

Filters appeared clean and cookers are used irregu-

12. LIGHTNING

Does the building have a lightning protection system?

N/A

It is not considered necessary that a lightning conductor is fitted

13. HOUSEKEEPING

Is the overall standard of housekeeping adequate?

Yes

More specifically,

a) Do combustible materials appear to be separated from sources of ignition?

No

At least one gas heater is located very close to combustible furniture.



Photo 9

b) Is unnecessary accumulation or inappropriate storage of combustible materials or waste avoided

Yes

At the time of the inspection there was no unnecessary accumulation of combustible material or waste either inside or outside the property noted.

14. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS

Is there satisfactory control over works carried out in the building?

Yes

More specifically:

a) Where appropriate, are fire safety conditions imposed on outside contractors?

Yes

b) Where appropriate, is a permit to work system used (e.g. for "hot works")

No

A hot work permit system is not used for all hot work carried out in the premises. Hot works have

been known to be the cause of many serious fires.

c) Are suitable precautions taken by in-house maintenance personnel who carry out works?

Yes

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL (FUEL)

15.FUEL SOURCES

Is readily flammable furniture avoided?

Yes

All furniture is approximately 10 years old and will therefore comply with the Furniture and Furnishing Regulations 1998.



Photo 10

Furniture appears to be compliant with the Furniture and Furnishing Regulations 1998

Is furniture free from damage and exposed foam?

Yes

At the time of the inspection, soft furnishings appeared to be in good condition.

The Furniture and Furnishings (Fire) (Safety) Regulations, ensure that furniture and furnishings sold in the UK meet specific fire safety standards. These regulations apply to various items, including upholstered furniture, beds, mattresses, pillows, and cushions.

Key points of the regulations include:

Fire Resistance: All upholstered furniture must pass specific fire resistance tests. This includes resistance to ignition from both smoldering cigarettes and match flames.

Labelling: Furniture and furnishings must have a permanent label indicating compliance with fire safety standards. This label often includes information about the materials used and the fire resistance of the product.

Cover Fabrics: Any fabric used to cover furniture must be resistant to ignition from a smoldering cigarette.

Filling Materials: The filling materials used in upholstered furniture must meet fire resistance standards. This includes materials like foam, feathers, and fibers.

Second-Hand Furniture: These regulations also apply to second-hand furniture sold in the UK, ensuring that even pre-owned items meet fire safety standards.

Exemptions: Certain items, such as furniture made before 1950 and items for export, may be exempt from these regulations.

Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?

N/A

No hazardous substances were seen being used or stored at this premises during the inspection.

Hazardous substances stored and used on the premises

None

Are flammable substances stored securely

N/A

No hazardous substances were seen being used or stored at this premises during the inspection.

The main source of Oxygen for a fire is in the air around us. In an enclosed building this is provided by the ventilation system in use. This generally falls into one of two categories: natural airflow through doors, windows and other openings; or mechanical air conditioning systems and air handling systems. In many buildings there will be a combination of systems which will be capable of introducing/extracting air to and from the building. Additional sources of oxygen can sometimes be found in materials used or stored on the premises.

The assessor considered the sources of oxygen and found no significant issues

FIRE PROTECTION MEASURES (MEANS OF ESCAPE)

17. MEANS OF ESCAPE

17.1 Is the design and maintenance of the means of escape considered adequate?

Yes

17.2 More specifically:

a) Do staircase and exit capacities appear to be adequate for the number of occupants?

Yes

Maximum Number of Persons	Minimum Width (mm)
60	750
110	850
220	1050
More than 220	5 per person

b) Are there reasonable distances of travel?

Yes

12m is the greatest travel distance to a place of relative safety or a final exit.

Escape Routes	Suggested range of travel distance
Where more than one escape route is provided	25m in higher fire-risk area
	45m in normal fire-risk area
	60m in lower fire-risk area
Where only a single escape route is provided	15m in higher fire-risk area
	18m in normal fire-risk area
	25m in lower fire-risk area

Escape Routes (Sleeping Accomodation)	Suggested range of travel distance
Where more than one escape route is provided	18m in a bedroom and higher fire-risk area
	35m in normal fire-risk area
	45m in lower fire-risk area
Where only a single escape route is provided	9m in a bedroom and higher fire-risk area
	18m in normal fire-risk area
	25m in lower fire-risk area

- Where there is escape in a single direction?

Yes

Travel distances are reasonable

- Where there are alternative means of escape?

Yes

Travel distances are reasonable

c) Is there adequate provision of exits?

Yes

There are sufficient exits for the number of persons usually present

d) Do fire exits open in the direction of escape, where necessary?

No

The 60-Person Rule: Any door intended to be used by more than 60 people (including staff and public) during an emergency must be hung to open in the direction of escape. Currently the exits on the ground floor open inwards.



Photo 11

e) Are all fire exits suitably signed?

Yes

All emergency exit doors that require exit signage were clearly indicated by signs, as required by the RRFSo 2005 Article 14 (g).

f) Are the arrangements provided for securing exits satisfactory?

Yes

No concerns with the arrangements for securing exits

g) Is a suitable standard of protection designed for escape routes?

Yes

h) Are there reasonable arrangements for means of escape for disabled people?

Yes

A wheelchair lift is used to provide access for wheelchair users. This lift is sited externally and has a battery backup so is available for use even in a power outage



Photo 12

Arrangements are in place to assist any disabled persons to evacuate

17.3 Are the escape routes available for use and suitably

No

maintained?



The external escape should be inspected annually. An additional hand rail on the rhs from the top would be beneficial to prevent falls from the top step.



Photo 13

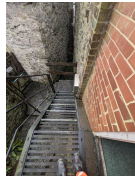


Photo 14

More specifically:

a) Are fire resisting doors maintained in sound condition and self-closing, where necessary? Fire rated doors should meet the criteria and be tested in accordance with BS 476:22

Yes

The doors found in the property are nominal fire doors. They are solid 44mm doors. Although not certified, and the door furniture and hinges are not rated for a fire door, these doors will hold a fire for sufficient time to allow a full evacuation and provide some property protection.

At the time of the inspection, there were no noted concerns.

b) Is the fire-resisting construction protecting escape routes in sound condition?

Yes

There are no concerns with the fire resisting structure protecting the escape routes.

c) Are all escape routes clear of obstructions?

Yes

All escape routes were found to be clear during the assessment.

d) Are all fire exits easily and immediately openable?

Final exit doors were found to be unobstructed, as required by the FSO 2005 Article 14 (b,c).

All exit doors are openable from the inside without the use of a key

FIRE PROTECTION MEASURES (COMPARTMENTATION)

18. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

18.1 Is it considered that there is :

a) Compartmentation of a reasonable standard?

No

Three fire compartments appear to be provided in this property. The first floor is separated from the ground floor. On the ground floor efforts have been made to separate the kitchen from the main function area. The main kitchen door appears to be a nominal fire door, however a second door leading from the kitchen to the serving area is not a fire rated door. It is a 34mm hollow door offering little fire resistance and this therefore compromises the separation between the kitchen and function area.



Photo 15

b) Reasonable limitation of linings that might promote fire spread?

Yes

Linings were considered and it was found that there is a reasonable limitation of linings that may promote fire spread. (Walls and ceilings)

18.2 External envelope construction

Stone

Slated roof

18.3 Is a PAS 9980 assessment required?

No

18.4 As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?

N/A

There are no heating, ventilation, or air conditioning (HVAC) ducts

A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment.

FIRE PROTECTION MEASURES (EQUIPMENT)

19. EMERGENCY ESCAPE LIGHTING

19.1 Has a reasonable standard of emergency escape lighting system been provided?

Yes

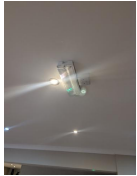


Photo 16



Photo 17



Photo 18

Sufficient emergency lighting is provided, as required by the RRF50 2005 Article 14 (h).

Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out.

Relevant information (including description of arrangements and deficiencies observed).

Emergency lighting is also provided externally on the rear escape

20. FIRE SAFETY SIGNS AND NOTICES

20.1 Is there a reasonable standard of fire safety signs and notices?

No



Photo 19

Fire safety signs and notices do not comply with the Health & Safety (Safety Signs and Signals) Regulations 1996.

Relevant information (including description of arrangements and deficiencies observed).

Fire Action Notices are provided on the notice boards but not adjacent to all exits.

21. MEANS OF GIVING WARNING IN CASE OF FIRE

21.1 Is a reasonable fire detection and alarm system provided?

No

Current fire alarm not adequate for the size of building and work activities present, in breach of the RRF50 2005 Article 13.1 (a).

Based on visual inspection, but no audibility tests or verification of full compliance with relevant

British Standard carried out.

Current Alarm

LD3 Standard life protection in a domestic property

A smoke detector is sited in the ground floor and first floor event space plus a heat detector is sited in the ground floor kitchen. There is no means of raising the alarm apart from verbal warnings.

21.2 Is there remote transmission of alarm signals?

No

The fire alarm is not monitored remotely. 999 will be called from site.

21.3 Is a zone plan displayed?

N/A

21.4 Are call points signed as necessary?

N/A

No manual call points

Relevant information (including description of arrangements and deficiencies observed).

As the property two storeys, loud music is liable to be played at events, the first floor is separated from the ground floor via stairs and a fire door, any verbal warning of fire and the need to evacuate is unlikely to be heard by all occupants. In premises of more than one storey, an electrical fire alarm system should be installed. These systems should have 'break glass' call points and fire alarm sounders, connected to a control panel.

22. MANUAL FIRE EXTINGUISHING APPLIANCES

22.1 Is there reasonable provision of manual fire extinguishing appliances?

Yes



Photo 20



Photo 21

Sufficient fire extinguishing appliances are provided as required by the FSO 2005 13.1a.

22.2 What type(s) of appliances are provided?:

Foam Extinguisher(s)

CO2 Extinguisher(s)

Fire Blanket

22.3 Are all fire extinguishing appliances readily accessible and unobstructed? (i.e. mounted on walls or on appropriate bases)

All fire extinguisher appliances were found to be unobstructed, as required by the RRF SO 2005 Article 13.1 (b).

Fire Extinguisher location/ID signs displayed above all Fire Extinguishers?

No

Fire Extinguisher location/ID signs are not displayed above all Fire Extinguishers, in breach of the

23. RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS

23.1 Type of fixed system None

24. OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT

24.1 Type of fixed system: None

24.2 Is there suitable provision of fire-fighters switch(es) for high voltage luminous tube signs, etc? N/A

24.3 Are there appropriately sited facilities for electrical isolation of any photovoltaic (PV) cells, with appropriate signage, to assist the fire and rescue service? No

The main risks to the emergency services from PV arrays are:
 Electric shock
 Burn injury from energised panels or exposed cabling
 Injury through a roof collapse due to the increased load on the roof
 Slips/falls due to reduced roof space

To mitigate against these risks, the following should be considered when designing a system:
 The provision of additional isolators in a prominent location readily accessible to owners and fire-fighters to isolate the DC side of the PV system near the panels to ensure the safety of fire fighting personnel.

Signage on the building of the presence of a PV array can be useful as it won't always be obvious at ground level that there is an array

Relevant information (including description of arrangements and deficiencies observed).

A PV array will be fitted very shortly. 12x 0.51KW panels on the roof, a 10kw inverter along with a Fogstar lithium iron phosphate battery known for its superior safety and stability. The battery will have storage capacity of 32kWh and has an internal aerosol fire suppressant which is activated by excessive temperatures within the enclosure. It is also equipped with a 300A Seplos Battery Management System (BMS) to monitor voltage and temperature, providing automatic shut-down in case of a fault.

The Inverter and battery will be fitted in the ground floor store room.

It is recommended to:

Install a smoke or heat detector at the equipment location that is interlinked with the rest of the building's fire alarm system.

Change doors on storage room to FD30 fire doors.

Install a clearly marked DC disconnect switch to safely de-energize the system for maintenance or during an emergency.

Warning signs clearly indicating the presence of either battery energy storage system (BESS) or both solar PV and BESS in a building to inform the fire service of their presence.



Photo 22

MANAGEMENT OF FIRE SAFETY

25. PROCEDURES AND ARRANGEMENTS

25.1 Safety assistance:

The competent person(s) appointed under Article 18 of the Fire Safety Order to assist the responsible person in undertaking the preventive and protective measures is: Stephen Haywood. dip RSA (OSH) CMIOSH AIFSM (Fire risk assessor)

25.2 Fire Safety at the premises is managed by:

Hazel Baldwin (Trustee)

25.3 Is there a suitable record of the fire safety arrangements?

Yes

The client maintains a fire safety compliance logbook.

25.4 Are procedures in the event of fire appropriate and properly documented, where appropriate?

Yes

More specifically:

a) Are there adequate procedures for investigating fire alarm signals?

Yes

Adequate procedures are in place for investigating fire alarm signals.

b) Are there suitable arrangements for summoning the fire and rescue service?

There are suitable arrangements for summoning the Fire & Rescue service in the event of a fire.

c) Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?

There are suitable arrangements to meet the Fire & Rescue service on their arrival at site.

d) Are there suitable arrangements for ensuring that the premises have been evacuated?

Yes. A single stage evacuation plan is in place. It is reasonably expected that all relevant persons in the premises are able to (and will) evacuate immediately to a place of total safety.

e) Is there a suitable assembly point?

Yes

The assembly point is located.

Across the road from the village hall

f) Are there adequate procedures for evacuation of any disabled people who are likely to be present?

Yes

PEEPS are in place for any persons with disabilities likely to be in this building.

25.5 Are there persons nominated to use fire extinguishing appliances?	There are no staff members trained to use fire extinguishing appliances.
Have Fire Wardens been trained and appointed?	N/A
25.6 If the premises are in multiple occupation, are there adequate arrangements for cooperation between duty holders to ensure coordination of their fire safety arrangements?	N/A
25.7 Are there persons nominated to assist with evacuation, including evacuation of disabled people?	Yes
25.8 Is there appropriate liaison with fire and rescue service (i.e. by fire and rescue service crews visiting for familiarization visits?)	Yes
25.9 Are routine in-house inspections of fire precautions undertaken (e.g. in the course of health and safety inspections)?	Yes
26. TRAINING AND DRILLS	
26.1 Are all staff given adequate fire safety instruction and training?	N/A
No staff likely to be at this property	
More specifically:	
a) Are they trained on induction	N/A
b) Are they given periodic refresher training?	N/A
c) Are they given additional training to cover any specific roles and responsibilities (i.e. fire wardens)?	N/A
d) Is the content of training provided considered adequate?	N/A
26.2 Are fire drills carried out at appropriate intervals?	N/A
Fire drills are not required at this property.	
26.3 When the employees of another employer work in the premises, is appropriate information on fire risks and fire safety measures provided?	No

Contractor/visitors (not customers) not provided with the fire evacuation procedure on arrival, in breach of the FSO 2005 Article 20.1.

26.4 Have residents been provided with fire safety advice on how to prevent fire? What to do in the event of a fire? Their responsibility regarding fire doors?

N/A

Not applicable to this property

Relevant information (including description of arrangements and deficiencies observed)

Hirers of the hall have to sign a contract which includes some fire safety requirements. The hall trustees remain the Responsible Person for the building. You must ensure the hirer understands the procedures, as they may not have read the fine print in the contract.

Have the hirer sign a simple check-list during the key handover, confirming they have seen the exits, the assembly point, and the fire extinguishers.

Ensure they have a way to contact a hall representative immediately if there is an issue with fire safety.

TESTING AND MAINTENANCE

27. TESTING AND MAINTENANCE

27.1 Is there adequate maintenance of the premises?

Yes

The premises are well maintained.

27.2(a) Is the fire detection and fire alarm system tested at the correct intervals?

The fire alarm is tested each month as required by the FSO 2005 Article 17.1. (As required for a Grade D alarm)



Photo 23

27.2(b) Is periodic servicing of the fire detection and fire alarm system undertaken?

The alarm is a grade D alarm and the detectors have all been replaced recently.

27.3 (a) Are monthly testing routines in place for the emergency escape lighting?

Yes



Photo 24

Emergency escape lighting is tested each month as required by the FSO 2005 Article 17.1.

Date of last emergency light test.

02.02.2026

27.3 (b) Are annual testing routines in place for the emergency escape lighting?

Yes

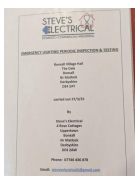


Photo 25

Emergency escape lighting is maintained as required by the FSA 2005 Article 17.1.

Company carrying out the servicing

Steves Electrical

Date of last emergency light maintenance.

27.03.2025

27.4 (a) Is a monthly visual inspections of fire extinguishing appliances undertaken?

No

The fire extinguishers are not visually inspected monthly

27.4 (b) Is annual maintenance of fire extinguishing appliances undertaken?

Yes



Photo 26

Date of last maintenance:

21.11.2025

Company carrying out the maintenance

B W Fire Engineers

27.5 Is periodic inspection of external escape staircases and gangways undertaken?

No



Photo 27

27.6 Are six-monthly inspection and annual testing of rising mains undertaken?

N/A

No rising mains at this property.

27.7 Are weekly and monthly testing, six-monthly inspection, and annual inspection and testing undertaken of lift(s) provided for use by fire-fighters or evacuation of disabled people (evacuation lifts)?

N/A

No fire lifts at this property

27.8 Are weekly testing and periodic inspection of sprinkler installations undertaken?

N/A

No sprinkler system fitted

27.9 Are routine checks of final exit doors and/or security fastenings undertaken?

Yes

27.10 Are annual inspection and testing of the lightning protection system undertaken?

N/A

No lightning protection system fitted

RECORDS

28. RECORDS

28.1 Are there appropriate records of:

a) Fire drills	N/A
-----------------------	-----

b) Fire training?	N/A
--------------------------	-----

c) Fire alarm tests?	Yes
-----------------------------	-----

There are records to show that the alarm is tested regularly

d) False alarms?	No
-------------------------	----

e) Emergency escape lighting tests?	Yes
--	-----

There are records to show that the emergency lighting is tested each month

f) Maintenance and inspection of fire doors?	No
---	----

No records were seen to show that the fire doors are inspected regularly

g) Monthly visual inspection of fire extinguishers?	No
--	----

No records were seen to show that the fire extinguishers are visually inspected each month

FIRE RISK ASSESSMENT

Likelihood of fire	Potential causes of fire		
	Slight Harm	Moderate Harm	Extreme Harm
Low	Trivial Risk	Tolerable Risk	Moderate Risk
Medium	Tolerable Risk	Moderate Risk	Substantial Risk
High	Moderate Risk	Substantial Risk	Intolerable Risk

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Medium

In this context, a definition of the above terms is as follows:

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs)

Moderate Harm: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but is unlikely to result in multiple fatalities.

Extreme Harm: Significant potential for serious injury or death of one or more occupants

Taking into account the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Moderate harm

Accordingly, it is considered that the risk to life from fire at these premises is:

Moderate

Comments

This Fire Risk Assessment covers Bonsal Village Hall. The assessor was granted full access to all areas, and the site currently meets a satisfactory standard of fire safety compliance. However, certain improvements and maintenance issues were identified during the visit. To further enhance the safety of the premises, please refer to the key recommendations detailed in the Action Summary at the end of this report. The risk rating provided is based on the fact that there is currently insufficient means of raising the alarm, the exits on the ground floor open inwards and currently more than 60 persons are permitted on the ground floor.

A suitable risk-based control plan should involve effort and urgency that are proportional to risk. The following risk-based control plan is based on one advocated for general health and safety risks:

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

NOTE THAT, ALTHOUGH THE PURPOSE OF THIS SECTION IS TO PLACE THE FIRE RISK IN CONTEXT, THE ABOVE APPROACH TO RISK ASSESSMENT IS SUBJECTIVE AND FOR GUIDANCE ONLY. ALL HAZARDS AND DEFICIENCIES IDENTIFIED IN THIS REPORT SHOULD BE ADDRESSED BY IMPLEMENTING ALL RECOMMENDATIONS CONTAINED IN THE FOLLOWING ACTION PLAN. THE FIRE RISK ASSESSMENT SHOULD BE REPEATED REGULARLY.

ACTION PLAN

It is considered that the following actions should be implemented in order to reduce fire risk to, or maintain it at, the following level.

Tolerable

	Definition Of Priorities
High Priority	Immediate action for legislative compliance, life safety issues.
Medium Priority	Action required for legislative compliance not a serious life safety issue, or responsible safety management.
Low Priority	Action required, considered good fire safety practice.

Recommendation

Recommendation 1

Recommendation Notes

8.c Smoking

To comply with the Smoke-free (Signs) Regulations 2012. A statutory No Smoking sign should be displayed at the entrance to the property.

Priority

Low

Recommendation 2

Recommendation Notes

10 Portable Heaters

A portable convector type heater is used regularly within the hall. From a fire safety perspective, portable convector heaters are discouraged in public spaces. It is safer to use heaters which are mounted to the wall.



Photo 28

Priority

Low

Recommendation 3

Recommendation Notes

13.a Housekeeping

Combustible furniture must be located at a minimum of one metre (3 feet) away from any gas room heater to minimize fire risk.



Photo 29

Priority

Medium

Recommendation 4

Recommendation Notes

17.3.a Fire Doors

It is recommended that FD30s fire doors are fitted to the doorway in the kitchen behind the serving counter and the storage cupboard where the PV Inverter and battery will be located.

Fire doors should be installed and maintained in accordance with BS 8214:1990 with the certification on the top of the door clearly visible.

Ensure all fire doors close automatically, fully into the recess with gaps of between 2-4mm all around the door and that the intumescent strips and cold smoke screens have been fitted.

An overhead self-closing device to (BS EN 1154) should be fitted to each fire door.

All fire doors are required to have 3 hinges, which must be fire certified. (BS EN 1935:2002) All fire door hinges should be CE marked along with a fire identification stamp.

Before undertaking any work, you should seek advice on the measures necessary from a competent person experienced in undertaking work on fire doors. Any individual installing a fire door should be fully trained and competent to do so.



Photo 30



Photo 31

Priority

Medium

Recommendation 5

Recommendation Notes

20.1. Signs

It is recommended that suitable signs are clearly displayed above all extinguishers. The signs should indicate the type of the extinguisher and the classes of fire for which the appliance can be used.

A fire action notice must be displayed in all public premises. These signs must be placed in prominent locations, such as next to every fire alarm call point and at final exit doors.

A Fire Door Keep Shut sign is required on both sides of each fire door to ensure they are not propped open.

Priority

Medium

Recommendation 6

Recommendation Notes

21.1. Fire Alarm

As the property has two storeys, loud music is liable to be played at events, the first floor is separated from the ground floor via stairs and a fire door, any verbal warning of fire and the need to evacuate is unlikely to be heard by all occupants.

In premises of more than one storey, an electrical fire alarm system should be installed. These systems should have 'break glass call points and fire alarm sounders, connected to a control panel.

It is therefore recommended that consideration is given to upgrading the current alarm to one that satisfies BS 5839-1:2025. will a control panel, fire detection and manual call points at each exit. An L2 alarm is recommended.

Priority

High

Recommendation 7

Recommendation Notes

Installation of PV Cells, inverter and Lithium Ion Battery

It is recommended to:

Install a smoke or heat detector at the equipment location that is interlinked with the rest of the building's fire alarm system.

Change doors on storage room to FD30 fire doors.

Install a clearly marked DC disconnect switch to safely de-energize the system for maintenance or during an emergency.

Warning sign externally, clearly indicating the presence of either battery energy storage system (BESS) or both solar PV and BESS in a building to inform the fire service of their presence.

You must maintain a minimum of 1-metre (3 feet) clear radius around the inverter and battery. No furniture, chairs, or cleaning supplies should enter this zone



Photo 32

Priority

Medium

Recommendation 8

Recommendation Notes

17.2.d Escape Routes

The 60-Person Rule: Any door intended to be used by more than 60 people (including staff and public) during an emergency must be hung to open in the direction of escape.

Therefore the main exit door on the ground floor must be hung so as to open outwards or the maximum capacity for the ground floor must be reduced to 60.

Priority

High

Recommendation 9

Recommendation Notes

25.4. Fire Procedure

A written fire procedure should be issued to all hirers of the hall and their responsibility as to the fire safety of their guests made clear.

The hirer must nominate a "fire warden" for their event who is responsible for calling 999 and conducting a roll call

State the maximum occupancy for each floor

Explicitly ban the use of candles, smoke machines, indoor fireworks, or portable convector heaters unless prior written consent is given

State that any electrical equipment brought in (PAs, disco lights) must be PAT tested

Hirers must consider how they will assist vulnerable persons or those with limited mobility, especially when using the first floor

Clearly identify all primary and secondary fire exits. Hirers must ensure these remain completely unobstructed by chairs or equipment.

The Fire Emergency Plan should be in a written format and include;
Action on discovering a fire,
Explain what the alarm sounds like and where the manual call points are located
What to do if the fire alarm sounds,
Calling the Fire Brigade,
Evacuation of the building including those particularly at risk,
Power and process isolation,
Assembly points outside the building,
Liaison with Emergency Services,
Use of fire exit escape routes,
Use of fire-fighting equipment,
Responsibilities and duties in case of fire,
Any training necessary to establish the above.

Priority

Medium

Recommendation 10

Recommendation Notes

26.3. Contractors

Contractors undertaking works on-site must be provided with information regarding significant risks and emergency procedures. They are required to undertake a risk assessment for their specific activities and implement appropriate control measures; notably, any activities involving heat, sparks, or open flames must be governed by a formal Hot Work Permit system to mitigate fire risks. (RRFSO Article 20)

Priority

Medium

Recommendation 11

Recommendation Notes

27.4.a Fire Extinguishers

Fire Extinguishers should be visually inspected monthly to comply with the FSA 2005 Article 17.1. In BS5306:3 Code of Practice for Fire Extinguisher Service and Maintenance provides recommendations on how to conduct a visual inspection as follows:

Each extinguisher is correctly located in the designated place
Each extinguisher is unobstructed and visible
The operating instructions of each extinguisher are clean and legible and face outward
Each extinguisher has not been operated and is not obviously damaged or has any missing parts
The reading of any pressure gauge or indicator fitted to an extinguisher is within operational and safety limits
The seals and tamper indicators of each extinguisher are not broken or missing
(RRFSO Article 17.1)

Keep records in the fire log

Recommendation 12

Recommendation Notes

27.5. External Escape

External fire escape testing should occur every 12 months, but it is also recommended that you undertake a more detailed inspection every 5 years by a qualified structural engineer.

17.1.4 of the British Standard Guide to Building Maintenance Management (BS 8210:2020) recommends that a structural survey of an external fire escape stairway is carried out every 5 years.

This is further reinforced by the Regulatory Reform (Fire Safety) Order 2005 (RRFSO) which requires responsible persons to take reasonable steps to ensure that fire safety equipment is maintained in an efficient state, in efficient working order, and good repair.

An additional hand rail on the rhs from the top would be beneficial to prevent falls from the top step, this would be especially helpful for elderly people or someone who may be nervous about stepping out on to the landing without being able to grab a handrail immediately.

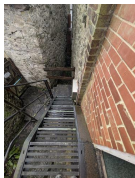


Photo 33

Assessor's Sign Off

Where relevant facts in relation to the premises were not visually apparent on the date of the inspection, we have relied on the information and/or responses provided by or on behalf of the landlord/employer or other responsible person. We have assumed that all current relevant building regulations were complied with in the construction of the premises including any extensions, conversions, renovations and refurbishments. Unless otherwise stated we have assumed that the premises (i) all fire safety equipment including fire doors and fire resisting partitions and (ii) all installation and servicing of fire safety equipment has been carried out by persons competent to do so and in accordance with all relevant standards. We have not looked into roof spaces or hidden areas in the premises except where there was an obvious fire hazard which reasonably required further investigation. We have assumed that information and documentation supplied to us by or on behalf of the landlord/employer or other responsible person who has a bearing on this fire risk assessment is current, true, accurate and not misleading. This report is intended for your sole use and consequently no responsibility what so ever is undertaken or accepted to any third party for the whole or any part of this report or any part of its contents. Having conducted a thorough inspection of the buildings and answered all the relevant questions within this assessment. I can confirm it to be true and accurate to the best of my ability.

Name, Signature & Sign Date

Stephen Haywood
09.02.2026 20:25 GMT

Validated



Stephen Haywood
13.02.2026 18:06 GMT

References

Fire Safety Design and Management

- **BS 5588-12:** 2004. Fire precautions in the design, construction and use of buildings - Managing fire safety.
 - **BS 9999:** 2017. Code of practice for fire safety in the design, management and use of buildings.
-

Fire Detection and Fire Alarm Systems

- **BS 5839-1:** 2017. Fire detection and fire alarm systems for buildings - Code of practice for system design, installation, commissioning and maintenance.
 - **BS 5839-6:** 2013. Fire detection and fire alarm systems for buildings - Code of practice for the design, installation and maintenance of fire detection and fire alarm systems in dwellings.
 - **BS 5839-8:** 2013. Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of voice alarm systems.
 - **BS 5839-9:** 2011. Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of emergency voice communication systems.
-

Fire Extinguishing Appliances

- **BS 5306-1:** 2006. Code of practice for fire extinguishing installations and equipment on premises - hose reels and foam inlets.
 - **BS 5306-3:** 2009. Fire extinguishing installations and equipment on premises - Code of practice for the inspection and maintenance of portable fire extinguishers.
 - **BS 5306-8:** 2012. Fire extinguishing installations and equipment on premises - Selection and installation of portable fire extinguishers - Code of practice.
 - **BS EN 3:** Portable fire extinguishers.
 - **BS EN 671-3:** 2000. Fixed fire-fighting systems. Hose systems. Maintenance of hose reels with semi-rigid hose and hose systems with lay-flat hose.
 - **BS EN 1869:** 1997. Fire blankets.
-

Emergency Escape Lighting

- **BS 5266-1:** 2016. Emergency lighting - Code of practice for the emergency lighting of premises.
- **BS 5266-7:** 1999 (BS EN 1838: 1999). Lighting applications - Emergency lighting.



- **BS 5266-8:** 2004 (BS EN 50172: 2004). Emergency escape lighting systems
-

Fire Safety Signs

- The **Health and Safety (Safety Signs and Signals) Regulations 1996**
 - **BS EN ISO 7010:2012** - Graphical symbols. Safety colours and safety signs. Registered safety signs
-

Fixed Fire Extinguishing Systems and Equipment

- **BS 5306-2:** 1990. Fire extinguishing installations and equipment on premises - Specification for sprinkler systems.
 - **BS 9990:** 2006. Code of practice for non-automatic fire-fighting systems in buildings.
 - **BS EN 12845:** 2004 + A2:2009. Fixed fire-fighting systems - Automatic sprinkler systems - Design, installation and maintenance.
-

Miscellaneous

- **BS 7176:** 1995. Specification for resistance to ignition of upholstered furniture for non-domestic seating by testing composites.
 - **BS 7273-4:** 2007. Code of practice for the operation of fire protection measures - Actuation of release mechanisms for doors.
 - **BS 7671:** 2008 + A2 2013. Requirements for electrical installations. IET Wiring Regulations. Seventeenth edition.
 - **PAS 79:** 2012. Fire risk assessment - Guidance and a recommended methodology.
-

Lightning

- **BS EN 62305-1:** 2006. Protection against lightning. General principles.
- **BS EN 62305-2:** 2006. Protection against lightning. Risk management.
- **BS EN 62305-3:** 2006. Protection against lightning. Physical damage to structures and life hazard.
- **BS EN 62305-4:** 2006. Protection against lightning. Electrical and electronic systems within structures.

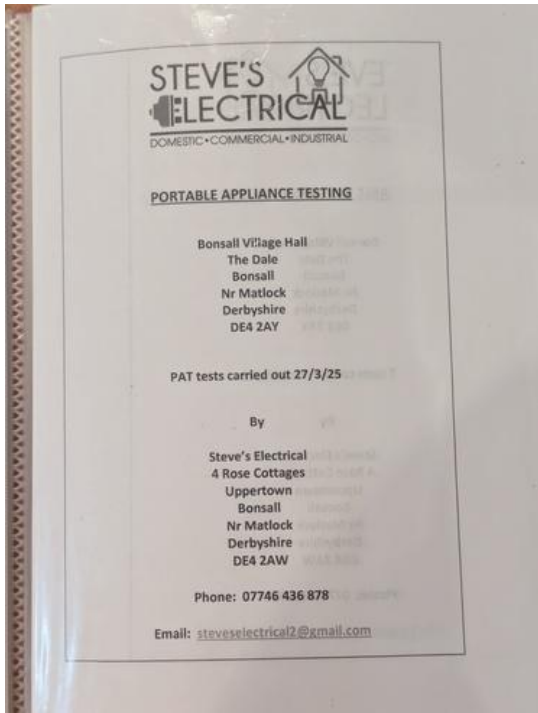


Photo 5



Photo 6

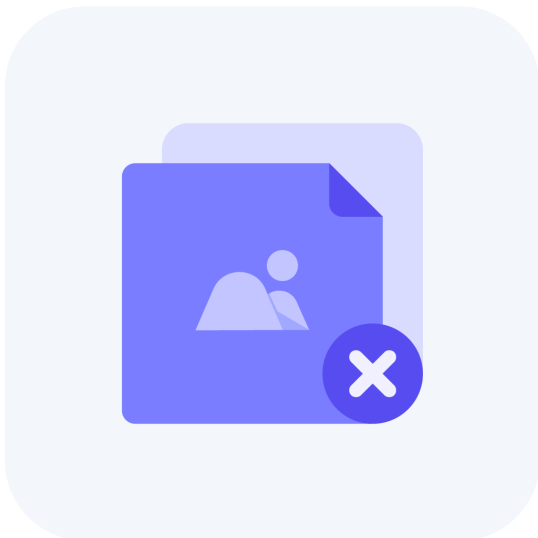


Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18



Photo 19



Photo 20



Photo 21

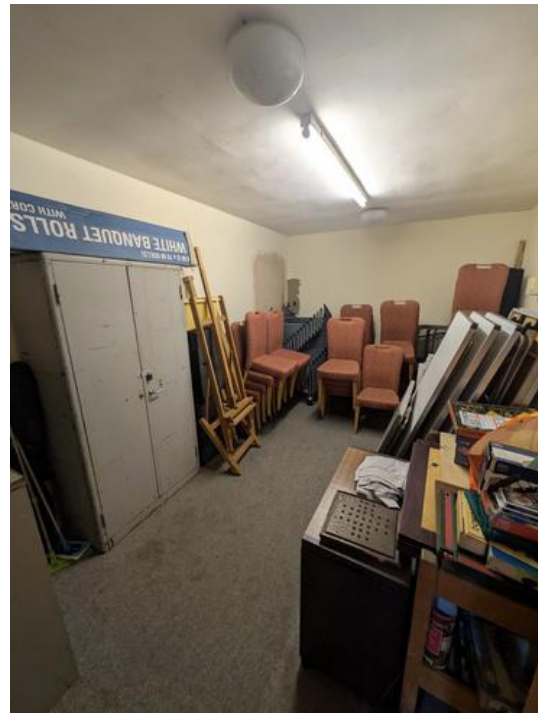


Photo 22

Bunsall Village Hall

FIRE DETECTION SYSTEM – RECORD OF TESTS

Date	Detector	Remedial Action Taken	Signature
	Call point Satisfactory		
	Yes/No		
29-05-24	YES	NONE REQUIRED	[Signature]
10-08-24	✓		
26-08-24	✓		
18-07-24	✓		
20-07-24	✓		
01-08-24	✓		
30-07-24	✓		[Signature]
22-07-24	✓		[Signature]
16-07-24	✓		[Signature]
11-07-24	✓		[Signature]
01-07-24	✓		[Signature]
23-06-24	✓		[Signature]
08-06-24	✓		[Signature]
15-05-24	✓		[Signature]
07-05-24	✓		[Signature]
13-04-24	✓		[Signature]
19-05-24	✓		[Signature]
02-06-24	✓		[Signature]
16-06-24	✓		[Signature]
02-07-24	✓		[Signature]
18-07-24	✓		[Signature]
01-08-24	✓		[Signature]
15-08-24	✓		[Signature]
29-08-24	✓		[Signature]
12-09-24	✓		[Signature]
26-09-24	✓		[Signature]
10-10-24	✓		[Signature]
24-10-24	✓		[Signature]
07-11-24	✓		[Signature]
21-11-24	✓		[Signature]
05-12-24	✓		[Signature]
19-12-24	✓		[Signature]
02-01-25	✓		[Signature]

Photo 23

Bunsall Village Hall

EMERGENCY LIGHTING SYSTEM – RECORD OF TESTS

Date	Satisfactory Yes/No	Remedial Action Taken	Signature
16-06-24	YES	NONE	[Signature]
02-07-24	YES		[Signature]
18-07-24	YES		[Signature]
01-08-24	✓		[Signature]
15-08-24	✓		[Signature]
29-08-24	✓		[Signature]
12-09-24	✓		[Signature]
26-09-24	✓		[Signature]
10-10-24	✓		[Signature]
24-10-24	✓		[Signature]
07-11-24	✓		[Signature]
21-11-24	✓		[Signature]
05-12-24	✓		[Signature]
19-12-24	✓		[Signature]
02-01-25	✓		[Signature]

Photo 24

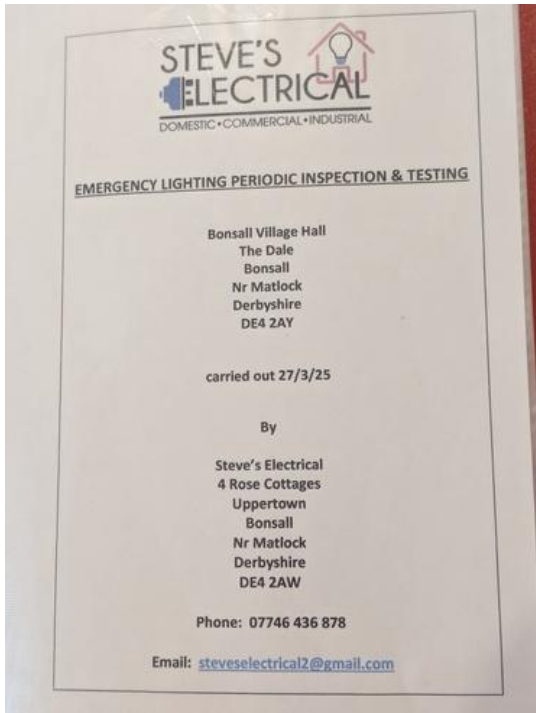


Photo 25

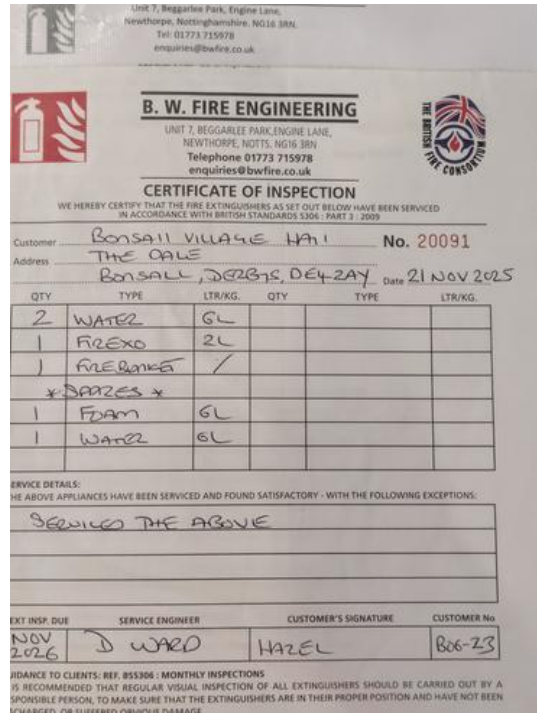


Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32



Photo 33