

FIRE RISK ASSESSMENT FOR:**ST. PAUL'S CHURCH,
WOLDINGHAM****UPDATED : January 2025
REVIEW DATE: January 2026****PERSONS CARRYING OUT
RISK ASSESSMENT****The Revd Dr Catherine Dowland-Pillinger****RISK RATING**

HAZARD TO BE CONSIDERED	PERSONS AT RISK	MITIGATING THE RISK	POTENTIAL CONSEQUENCES OF FIRE	LIKELIHOOD OF FIRE
General fire risk from candles, cigarettes etc.	Everyone present In the church/church room	<ol style="list-style-type: none"> 1. The doors providing the principal means of escape from the church to the outside are clearly visible as the main body of the church is one large open area. There are also doors to the church room corridor and the vestries and from these further doors to the outside. 2. There is a panic bolt operated fire door from the church room which leads directly to the outside. 3. Areas such as the vestries, which are separated from the main body of the church, are only occupied by a small number of people who know the building well and there is a door from the choir vestry to the outside and from the priest's vestry to the church room corridor. 4. Due to the lofty nature of the main body of the church there is a large open area where smoke can be contained thus increasing the potential time to evacuate the building. 5. The church can accommodate about 200 people but the normal congregation is relatively small (about 30) and know the building well and could easily evacuate the building in the event of fire. 6. Whilst candles are used during services, they are clearly visible and there is little risk of a fire either starting or developing undetected. 	Slight harm	Low

		<p>7. The fire load is low and comprises in the main fixtures and fittings constructed from hardwoods which are difficult to ignite and not likely to sustain combustion.</p> <p>8. No cigarette smoking is permitted in the church or the church room.</p> <p>9. There are 3 fire extinguishers in the church itself (foam, carbon dioxide and powder) which are inspected annually. Last tested by GC Fire Protection on 11 September 2024.</p> <p>10. There are also fire extinguishers in the church room, kitchen and church room corridor (foam, carbon dioxide and water). There is additionally a fire blanket in the kitchen. Also all inspected annually by GC Fire Protection and last inspected on 11 September 2024.</p> <p>11. There is a fire detection system in the church room and the church room corridor which is tested by GC Fire Protection every six months. Last test was 26 June 2024.</p> <p>12. We do not have an automatic fire detection system in the church itself, but, in view of the nature of the building, a fire would be detected immediately by persons either smelling or seeing smoke.</p> <p>13. There are occasions when the church is full, but these occur only a few times during the year. On these occasions the following extra precautions are planned:-</p> <p>(a) Vicar to make congregation aware of location of exits and evacuation procedure before the beginning of the service or event.</p>		
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Electrical Fire	Everyone present In the church/ church room	<ol style="list-style-type: none"> The church electrical system was tested 28/02/2023 and corticated in April 2023, following minor remedial works All portable electrical appliances are tested every two years by Lewis Lineker, Lineker Electrical, 1 Arden Mead, Tandridge Lane, Lingfield, 	Slight harm	Low

		<p>RH7 6LL. The last test was on 28/02/23 and covered both churches.</p> <p>3. There is a mobile phone base station located in the church tower. This is operated by New Edge Telecommunications (NET), a company acting for the mobile phone providers Vodafone and O2. The antennae which process signals from mobile phones are in the bell chamber and the other electrical equipment is in the clock room below. There are fire extinguishers in the bell chamber and the clock room provided and maintained by NET.</p> <p>4. The main incoming electricity supply is located in the basement and is isolated/turned off from switch gear mounted there. This controls all power circuits, but there are other local isolators in potentially hazardous areas, for example, the cooker and the organ blower motor.</p>		
Gas	Everyone present in the church/church room	<p>1. The gas boiler for the church is located in the basement under the tower. It was installed in 2022 and is inspected and serviced annually by a Gas Safe Engineer from Hot Water & Central Heating Ltd., Woodbury Barn, Troy Lane, Edenbridge, TN8 6QL. Last service 8/1/25.</p> <p>2. There is a carbon monoxide monitor and alarm fitted in the basement.</p> <p>3. The church room boiler, which is located in a large walk-in cupboard, was newly installed on 18 November 2020 by Simon Davies of Hot Water & Central Heating Ltd. A Building Regulations Compliance Certificate was issued - Registration 196826. Cert. No. 21211685. This was serviced 8/1/25 and certificate issued.</p>	Slight harm	Low

Lightning	Everyone present in the church	A lightning protection system is fitted on the top of the church tower. Following major work to the tower this was re-installed and certified by Jack Jones of MDS Consulting Ltd. on 5/03/2024.	Slight harm	Low
Kitchen/Cooking	Everyone present in the church room and kitchen area	Cooking is very rarely done in the kitchen. Occasionally food is reheated. There is a fire extinguisher and fire blanket in the kitchen. There is a fire alarm system covering the kitchen. When the kitchen door is fixed open, the doorstop mechanism closes the door automatically when the fire alarm sounds.	Slight harm	Low
Arson	Everyone present in the building	This is unlikely when the church and church room are in use. The church and church room area are locked when unoccupied.	Slight harm	Low

Key to Rating of Risk

Potential consequences of fire:

Slight harm: Outbreak of fire is unlikely to result in serious injury or death of any occupant.

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

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

Likelihood of Fire:

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in the likelihood of fire.