

# FIRE RISK ASSESSMENT HOLY TRINITY CHURCH

<b>Address</b>	Holy Trinity Church Link Top Malvern WR14 4LR
<b>Used as</b>	Church for services, choir and other rehearsals, teaching and occasional concerts and meetings
<b>Date of Assessment Agreed by JCC</b>	October 2024 28 January 2025
<b>Name of Assessor</b>	R Lawrence
<b>Review Date</b>	October 2025

<b>Property Description</b>
<p>Traditional high vaulted church with approx. 400 sq m of floor space with rows of fixed pews. 2 separate smaller side rooms approx. 20 sq m used for meetings and storage.</p> <p>Attached tower which has storage space of approx. 20 sq m in the basement section</p>
<b>How a Fire Could Start</b>
<p>Possible ignition sources include:</p> <p>Gas boiler in tower basement – area adjacent to boiler kept clear and monitored to remove any combustible material.</p> <p>Candles in use during services only – kept away from combustibles</p> <p>Electrical fault in main wiring or in portable appliance (PAT testing of all portable appliances carried out annually under contract) Main wiring inspected every five years.</p> <p>Arson – building securely locked overnight and at weekends but open for public access daily (unstaffed)</p> <p>Lightning –lightning conductor fitted to tower checked annually</p>
<b>People Affected by Fire</b>
<p>Congregation attending services and those attending rehearsals, concerts and meetings, etc. Usually less than 150 in total</p> <p>Cleaning and admin staff and users of the organ or piano</p>

<b>Escape Routes</b>	
Exit doors to south, west and east of the central area. All are (or can be easily) unlocked during services and concerts West door level access and ramp at south door for wheelchair users	
<b>Fire Alarm</b>	
All exit doors have emergency lights tested monthly and recorded. Emergency lights also tested annually for three hour test.	
<b>Fire Extinguishers</b>	
Distributed at various important points near doors are: 5 CO2, extinguishers, 4 Foam extinguishers All are maintained annually under contract and details recorded	
<b>Fire Action</b>	
Evacuation via any of the three exit doors Fire assembly point on lawn to the north of church and adjacent to Parish Hall Signs located at strategic points explain what to do in case of fire. No public access telephone boxes nearby so Fire Brigade need to be called through 999 by mobile. Persons in charge of services or concerts are briefed on fire action to be taken.	
<b>Fire Information</b>	
Copies of this assessment have been passed to administrator and members of the committee responsible for the church Records of all maintenance, testing and any important changes are kept in the vestry next to north exit door.	
<b>Review Date</b>	<b>Comments</b>