

# Fire Statement

This fire risk assessment is written to comply with the Regulatory Reform (Fire Safety) Order 2005; the purpose being to identify the key measures needed to safeguard the safety of employees, guests and other persons who may be affected in case of fire.

## **This is how we carried out our fire risk assessment.**

1. Identify fire risk hazards.

Source of fire ignition:

### **Elements of structure for the converted dairy barns**

Walls are Victorian red brick construction. some exterior walls have wooden cladding originally painted with black tar varnish in 2000. Floors are concrete laid with carpet or wooden laminate flooring. Roof is slate with batons and insulation. Ceiling insulation is installed in the roof in accordance with building regulations at the time of the buildings conversion in 1998.

The main fire hazards at Cranmer Country Cottages probably come from bonfires, stray embers picked up from birds, embers falling from the wood burners, from barbeque cooking fires and from guests smoking. Naked flame is present in in cottages kitchens at the gas hob. LPG gas fired tumble driers are located in a separate laundry building.

- Sources of fuel:

The main sources of fuel at Cranmer Country Cottages that are combustible are, logs, oil, and LPG gas in cylinders piped to the cottages and to the laundry in courtyard 1.

1. Identify people at risk:
  - People in and around the premises:

We have our guests, swimming members and our Family; there may be other visitors from time to time. Some will be small children and elderly relatives or may have mobility issues.

1. Evaluate, remove or reduce and protect from risk:
  - Evaluate the risk of a fire starting:

The likelihood of the logs catching fire without assistance is viewed as unlikely. The likelihood of a cooker fire depends upon the care exercised by the guests. Fire blankets and extinguishers are provided. The fire extinguishers are inspected and certificated annually. The biomass boiler room, Calor gas tank storage and wood store is a good distance from all the other buildings and the reserve oil is stored in 2 bunded tanks. The LPG storage tanks are safety checked by Calor Gas regularly and are checked and certificated annually to ensure no leaks. All heaters and boilers are maintained and serviced annually by qualified engineers. The highest risk probably comes from the naked flame on the LPG cookers. We do not provide deep fat fryers and their use is forbidden in our properties. We provide a fire blanket adjacent to the cookers in each cottage. Our other main potential risk is from embers falling onto the flooring from the wood burners. We have two wood burners, which have been fitted by qualified fitters. None of the living spaces have carpets and therefore the risk of embers spreading fire is very remote. We provide fireguards for all guests should they choose to use them. All soft furnishings comply with the furniture and Furnishing (Fire Safety) Regulations. We

provide tealight candles for use in a power cut, we do not provide candlesticks. Our properties and areas immediately around the properties is non-smoking.

- Evaluate the risk to people from a fire:

The cottages with the exception of End Cottage, are all on one level with exits front and back and safe evacuation from ground floor windows. End cottage is away from the main site and is a two-storey cottage with exit doors front and back on the ground floor and fire escape windows front and back upstairs. Guests are advised on arrival that they must account for all their party in the event of a fire and to call 999 and explain that they are at Cranmer Country Cottages, Home Farm NR21 9HY. There is a clearly marked muster point away from the buildings opposite to the main entrance courtyard 1. Front and back exits in the cottages have been fitted with locks so that it is possible to open external doors from the inside without a key.

- Remove or reduce the fire hazard:

During the conversion of our buildings we observed the current Building Regulations 1998 at the time and worked with a structural engineer and local planning officer to ensure regulations were adhered to. The biomass installation, the oil tanks, reserve oil boilers, reserve LPG boilers, cylinders and logs are stored away from the occupied properties. Pool chemicals are stored away from sources of ignition and away from the properties.

Protect people by providing fire precautions:

We have provided fire extinguishers in each cottage along with fire blankets and guests have the fire precaution and basic procedures explained to them in the welcome pack and upon arrival. All properties have smoke detectors. We also have carbon monoxide detectors in all the cottages. All electrical equipment will be PAT tested according to regulations. John Johnson (owner lives on site) is an electrical engineer and our 'competent person' in terms of maintaining visual inspection of our small electrical appliances. The back-up batteries in the hard-wired fire alarms were all changed in March 2016 as part of routine maintenance.

Record, plan, inform, instruct and train

- Record any major findings and action you have taken:

Aside from the above we have not had any major findings to report as of September 2017.

- Discuss and work with other responsible people.
- Prepare an emergency plan:

The emergency plan is explained clearly to guests. Get all your party out and accounted for and call 999 and say you are at Cranmer Country Cottages. They are provided with our grid reference upon arrival. All the emergency services can find Cranmer Country Cottages. We ask that after contacting the emergency services they contact us.

- Inform those using the property
- There is a manual alarm bell fitted on the office wall opposite the muster point across the road. The alarm should be sounded if safe to do so.
- As above we ask our guests to notify us as soon as any emergency situation arises.
- Provide training:

If any full-time staff members are taken on they will be trained, part time staff have been trained into the basic procedure, get everyone out and accounted for and dial 999 and say Cranmer Country Cottages. Then notify owners, take no risks.

1. Review:

- Review the fire risk regularly: Additional c02 Monitors fitted in September 2017 advice about changes to guidelines
- Next Review due in September 2018

1. Make changes where necessary: