

**The Henry Williamson Society
AGM Weekend 11-13 October 2024**

Risk Assessment

This risk assessment is undertaken to comply with our insurance policy.

- Members are reminded that it is their personal responsibility to decide on the level of their capability and whether they should participate in any of the Society's weekend activities.
- The Park Hotel has accessible ground-floor entry and a lift to the first floor of the main building. The Garden Court is accessed by stairs externally and internally, so care should be taken.
- The public areas of the Hotel (reception, bar, restaurant) are all on the ground floor, but the meeting room is accessed by stairs, so care should be taken.
- During the visit to Bideford and Appledore there is some uneven terrain, so suitable footwear should be worn and care taken.
- We shall be walking beside deep water in Bideford and Appledore and beside roads in all locations, so Members should take extra care in these places.
- If anyone offers a lift in a private car, they should ensure that they have insurance cover for passengers.
- Any activities engaged upon on the Sunday after the AGM meeting itself are at the Members' own risk and are not covered by the HWS insurance.