

# **Community Emergency Plan for the Parish of Winteringham**

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Compiled by the Neighbourhood Watch Team  
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John

## **SECTION I: PLAN ACTIVATION**

### **Activating the Plan**

This plan should be activated when an incident happens that requires a co-ordinated community response.

Any member of the Neighbourhood Watch Emergency Team may be notified of such an incident, often by the local authority or residents. They should contact one of the following people who have been authorised to activate the community emergency plan and lead the initial incident response:

- Malcolm Fowler            01724 732525            07831707108
- Arthur Brumby            01724 307594            07887531846

### **Emergency Management Team**

In the event of the plan being triggered the following Neighbourhood Watch members of the community have agreed to form part of the Emergency Team:

- Malcolm Fowler            01724 732525
- Arthur Brumby            07887531846
- Del John            07436115312
- Lesley Fowler            01724 732525
- Linda Brumby            07789690715

## **SECTION 2: EMERGENCY TEAM ACTION CHECKLIST, STANDARD MEETING AGENDA & AIMS AND OBJECTIVES**

IN AN EMERGENCY DIAL 999. Follow the Emergency Services advice at all times, and always be aware of your own safety and the safety of those around you.

- There are specific initial actions to follow for incidents including the following: flooding, severe weather, lengthy utility failures (electricity, gas and water) and industrial disaster.
- Gather as much information about the situation as possible - eg:
  - The location of the emergency.
  - Type of incident.
  - Number of people and/or properties involved.
  - The type of support that might be needed (eg moving items upstairs, providing immediate shelter, basic household tasks).
  - Tune into your local radio station for updates.
  - Make contact with the representatives of any responding organisations at the scene.
- Consider whether you can work effectively from your current location, or whether you need to move to an alternative location (see section 3). Arrange for the Incident Room to be opened as appropriate.
- Notify the emergency team and request they meet at the nominated location (see section 1) and instigate the call cascade as necessary.
- Use the standard agenda to run the meeting. Circulate the Response Aim and Objectives so people know what you are trying to achieve.
- Decide which local resources should be mobilised initially to support the community.
- Notify the following, as appropriate:  
Neighbourhood Watch Coordinators  
Any other Groups pre-agreed locally
- Arrange for the community resources/organisations identified in Section 3 to be made available as necessary. You might want to give this task to one person within the emergency team to co-ordinate.
- If there is a representative from the Emergency Services, Council or other responder working in your community, please go and introduce yourself and tell them you have activated your community emergency plan.
- Consider asking for additional members of the community (volunteers) to help with the response, you may have pre-identified community coordinators already. You might want to give this task to one person within the

emergency team to co-ordinate. The type of support that would be welcomed changes from emergency to emergency but might include:

- Helping people move valuable and sentimental items upstairs.
  - Helping deploy any flood protection products they might have.
  - Providing some immediate shelter if people have had to leave their homes.
  - Looking after pets.
  - Providing lifts to family and friends.
  - Doing basic household tasks such as shopping.
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- The Council may be sending updated emails to the Emergency Team members. Agree who is going to keep checking their email account and keep monitoring the Council's website.
  - Tell your community that your emergency team is functioning and if appropriate maintain a presence in the area(s) affected.
  - Help communicate any warning information messages, and recommend that people tune into the local radio station.
  - Establish contact with neighbouring Parish/Town Councils and ask for/offer support if appropriate
  - Ensure that any members of your community engaged in the response are not putting themselves at risk. Make sure they are acting lawfully (eg not speeding), carefully and are not carrying out tasks and activities that they are not qualified to do.
  - When the immediate risk of the emergency has passed consider what role the Neighbourhood Watch members can play in helping the community recovery.

## **Emergency Management Team**

### **Initial Meeting Agenda**

- 1) Introduction of Attendees
- 2) Nominate Lead
- 3) Situation Report
- 4) Aim and Objectives of Response
- 5) Actions Required
- 6) Time of Next Meeting

## **Emergency Management Team**

### **Subsequent Meeting Agenda**

- 1) Any Items Requiring Urgent Attention

BREAK OUT TIME TO ACTION URGENT ITEMS AS AGREED ABOVE

- 2) Update on Situation
- 3) Review Aim and Objectives
- 4) Review Outstanding Actions
- 5) Actions Required
- 6) Time of Next Meeting

## **Aim and Objectives of the Community's Emergency Response**

### **Aim**

To lessen the effects of the emergency

### **Objectives**

- To work effectively with multi agency responders
- To use community resources to limit the impact of the emergency on
  - People
  - Property
  - Local Businesses

- Environment
- Heritage
  
- To help vulnerable members of the community
- To engage the resources available from our delivery partners, town and parish councils, the community and voluntary sector and businesses
- To provide residents with warnings and messages throughout the emergency
- To communicate effectively with all Parish Councillors and Ward Councillors during the emergency
- To ensure health and safety of Parish Council personnel and community responders
- To keep records of the actions taken and decision made during the emergency
- To support residents and businesses to recovery from the emergency

## Aim and Objectives of the Community's Recovery Response

### Aim

- To help people help themselves to recover from an emergency

### Objectives

- People:
  - are protected from immediate risks to health and safety and have access to appropriate shelter, basic resources and essential services.
  - feel that their home and property are safe and secure during recovery
  - have access to the information they need to make their own decisions about how they react to the situation
  - know how to access the services that are available to them.
- Essential services, infrastructure and transport networks are brought back into use as soon as practicable.
- Communities are fully involved in the recovery process and are able to take decisions on issues that affect them.
- Businesses have access to their premises and know how to access support available to them.
- Community resources and organisations are providing practical support as appropriate.
- Recovery is well co-ordinated between all responding organisations.

### **SECTION 3: PARISH RESOURCES**

### **Meeting Venue(s)**

The Emergency Management Team will usually need to meet during an emergency and agree what is to be done. The following meeting locations have been identified:

Venue	How to access
Primary Location Village Hall	Key obtainable from Lesley Fowler 01724 732525
Secondary Location Winteringham Methodist Chapel	Key obtainable from Will Maw 01724 734631

## Emergency Box location and contents

The Parish Council has prepared an emergency box to help the Emergency Management Team function in an emergency.

Location	Contents	How to Access
There are two emergency boxes. One Located in the Village Hall Store Room The second, a duplicate box located in the lift room of the Winteringham Methodist Chapel	The contents of the box include: : a copy of this plan. a street map of the area. Note pads and pencils.  wind up radio and power bank. 2 wind-up torches Foil Survival Blankets First Aid Kits 10 Person HSE Compliant High Vis Jackets	Key for the Village Hall box is obtainable from Lesley Fowler 01724 732525  Key for the Duplicate box is obtainable from either Will Maw 01724 734631 or Lesley Fowler 01724 732525

## Emergency Shelter(s)

Sometimes people will need to evacuate their homes in an emergency. The following facilities have been identified where people can shelter for a few hours until they can return home or make alternative arrangements. <Consider a mutual aid agreement with a neighbouring parish is you have no suitable facilities>

Location	How to Access
Primary Location Village Hall	Key obtainable from Lesley Fowler 01724 732525
The Methodist Chapel shall become the secondary location if initiated by The Emergency Team.	Key obtainable from Will Maw 01724 734631

## Emergency transport pick-up point(s)

If the local authority arranges transport to move people to a larger emergency shelter, the following locations have been identified as particularly pick up points:

Location	Address, 6 figure grid reference or
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	<b>location description that can be provided to the Local Authority</b>
Village Hall	Frost Close DN15 9PL

### **Public Information**

The Parish Council will provide regular updates to the public during an emergency, including passing on messages received by other organisations. The following information channels can be used.

<b>Information Source</b>	<b>Who can access / update?</b>
Notice Boards There are 3. 1 inside the Village Hall, 1 outside the Village Hall and 1 outside the Bay Horse Public House.	Residents
Winteringham Resident Group Facebook Page	Residents
Local Radio	Residents

### **Defibrillator location(s)**

The community's defibrillators can be found at these locations. Access to the defibrillator is usually given by the 999 operator following a 999 call, rather than being mobilised by the Community Emergency Team.

<b>Location</b>	<b>Access Code</b>
Outer Wall of D. Tomlinson Butchers shop	8 West End DN15 9NS

### **Hard Standing / Car Parks etc**

The following locations have been identified for the emergency services and other should they need to arrange for plant, vehicles or other resources to be delivered.

<b>Location</b>	<b>Address, 6 figure grid reference or location description that can be provided to the Local Authority</b>
Village Hall	Frost Close DN15 9PL

## **SECTION 4: COMMUNITY RESOURCES**

### **Neighbourhood Watch Members/Winteringham Emergency Plan Volunteers**

Name	Contact Number
Debbie Fagan	
Ann Hogg	
Linda John	
Lloyd Pickering	
Edward Taylor	
Richard Dibden	
Ian Parkinson	

### **Women's Institute (WI)**

WI	Support Offered
	Marjorie Smith 01724 733021
	Sally Smith 01724 732498
	Val Lancaster 01724 733212
	Val Hayton 01724 733146

### **Resources within the Winteringham Neighbourhood Watch area that have offered to help in an emergency**

Name	Resource Available
North Lincs. Council	4x4 Vehicle
	Tractors with snow clearing equipment

## Neighbourhood Watch Co-ordinators

Often a person is not vulnerable until they are affected by an emergency and it may be necessary to send people into an area to door knock, or simply to have a visible presence so that people can ask them for help. If this was required, members of the emergency team or other volunteers would act as Area Wardens and be asked to visit the areas below.

<b>Area to be Covered</b>	<b>Name of Co-ordinator (leave blank if to be allocated at the time of the emergency)</b>

## **Appendix X- Map of Parish**

# Winteringham Parish Council Emergency Information

Defibrillator location: D. Tomlinson Butchers shop  
Your community emergency shelter: Village Hall  
Your evacuation (transport pick up) point: Village Hall

Fire Service, Police, Ambulance & Coastguard	999
Anglian Water	03457 145 145
Lincolnshire County Council	01522 552222
Electricity Emergency Service & Supply Failure	105
Environment Agency Flood line	03459 88 11 88
Fire Service – non emergency	01482 565333
Gas Emergency Service & Gas Escapes	0800 111 999
Scunthorpe Borough Council	01724 297000
NHS – non emergency	111
North East Lincolnshire Council	01472 313131
North Lincolnshire Council	01724 297000
Police – non emergency	101

Vicky Etherington Senior Emergency Planning Officer 01482 393056

North Lincs Council Emergency Number 01724 297000

In case of mutual aid South Ferriby Parish Council, Parish Clerk Mrs Louise Ward  
01652 618617

## **If you are advised to evacuate your home by the emergency services:**

- Turn off electricity, gas and water supplies and unplug appliances.
- Take your mobile phone and charger.
- Take some spare clothes.
- Take prescribed medication with them.
- Take cash and credit cards.
- Lock all doors and windows.
- If possible take your pets with you. Otherwise, make sure they are somewhere safe with food & water.

If you leave by car, take bottled water, a duvet or blankets and tune into the local radio for emergency advice and instructions.

- Radio Humberside – 95.9 FM 01482 225959
- Lincs FM Radio – 102.2, 96.7 & 97.6 FM 01522 549977

- BBC Radio Lincolnshire – 94.9 & 104.7FM 01522 511411
- Viking Radio - 96.9 FM 01482 325141