

Community Emergency Plan for the Parish of Winteringham

Version 2 2023

Compiled by the Neighbourhood Watch Team
Malcolm & Lesley Fowler
Arthur & Linda Brumby

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

-
- A member of the Parish Council
- A member of the Neighbourhood Watch Team

Community Emergency Management Team

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

- Cllr Lesley Fowler 01724 732525
- Cllr Lindsay Hutchinson 07852 307420
- Cllr Gaynor Snell 01724 732754
- Cllr Andrew Grantham 01724 734184
- Cllr Joshua Taylor 07305 834826
- Cllr Sharon Gibson 07980 070544
- Cllr Lauren Javes 07449 188928
- Clerk Frances Altoft 07483 127960
-
- Malcolm Fowler 01724 732525
- Arthur Brumby 07887 531846
- Lesley Fowler 01724 732525
- Linda Brumby 07789 690715

SECTION 2: COMMUNITY EMERGENCY MANAGEMENT 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:

Community Emergency Management Team
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.
-
- The Council may be sending updated emails to the Community 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 Community Emergency Management Team members can play in helping the community recovery.

Community 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

Community 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 Community 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 Winterringham Methodist Chapel	Key obtainable from Will Maw 01724 734631

Emergency Box location and contents

The Community Emergency Team 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	Useful things for your box might include: a copy of this plan. a street map of the area. Paper and pens. the register of electors. wind up/battery operated radio. wind up/battery operated torches wind up/ mobile phone charger. Space Blankets First Aid Kit Radios Torches 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.

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)

Location	Address: Grid Reference: what3words app reference:
Village Hall	Frost Close, DN15 9PL Grid Ref. 49301 421992 What3words: cabbages.carpets.musician

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

Public Information

The Community Emergency Manage Team 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.

Information Source	Who can access / update?
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.

Location	Access Code
Outer Wall of the 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.

Location	Address: Grid Reference: What3wordsapp reference:
Village Hall	Frost Close DN15 9PL Grid Ref: 49301 421992 What3words: cabbages.carpets.musician

SECTION 4: COMMUNITY RESOURCES

Resources within the Community Emergency Management Team area that have offered to help in an emergency

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

SECTION 5: VULNERABLE PEOPLE

Residents that might require assistance in an Emergency

The following people have asked if the Parish Council can contact them during an emergency to see if they need any particular assistance.

Name	Location	Contact details
------	----------	-----------------

Community Emergency Management Team 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.

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

Appendix X- Map of Parish

Winteringham Parish Council

Emergency Information

Defibrillator location:	Butchers shop
Your community emergency shelter:	Village Hall
Your evacuation (transport pick up) point:	Village Hall
Village Hall Land line	01724 500513
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
North Lincs. Council Emergency Number Out of Hours	01724 276444
Emergency Water Pump	01724 647042
Lucy Denham	07779 036362
Philip Denham	07967 205911
Emergency Transport to convey residents and or their possessions in the event of severe flooding or risk to health. Richard Button	01724 733634
Emergency Generator for use at the Village Hall in the event of Gas and or Electricity failure:-	
Ashstead Plant Hire Co. Ltd., Depot Mather & Stuart, Immingham, Lancaster approach, North Killingholme DN40 3JY	01469 574227 (24hrs)

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