

Community Emergency Plan for the Eastoft Parish Council

11 March 2019

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 Parish Council / Community 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:

- Mr Ray Burke 01724 798254
- Mr Paul Fillingham 01724 798601
- Mrs Sandra Taylor 01724 798424
- Mr Tony Woodhouse 07710 502125
- Mr J Bramhill 01724 798786

Emergency Management Team

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

- Mr R Burke
- Mr P Fillingham
- Mr Tony Woodhouse
- Mrs Sandra Taylor
- Mr Jonathan Bramhill
- Mrs S Healy
- Mr M Everett
- Mrs C McClean
- Mr R Belton
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SECTION 2: EMERGENCY TEAM ACTION CHECKLIST, STANDARD MEETING AGENDA & AIM AND OBJECTIVES

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

- There are specific initial actions to follow for incidents involving flooding and severe weather. and X. Please turn to sections X and work through both sections together>
- 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 (e.g. moving items upstairs, providing immediate shelter, basic household tasks).
 - Tune into your local radio station for updates.
 - Contact 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 alternate 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)
- 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 Coordinators
 - Flood Wardens-Not Applicable.
 - Neighbourhood Watch Groups. No official group is currently operating within Eastoft village. Facebook group advertised by an individual for three villages but no communication to date with the parish council.
 - Farm Watch
- 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 update emails to the Emergency Team members. Agree who is going to keep checking their email account and keep monitoring the Council's website. Contact Chair/Clerk to the Council.
- 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. Facebook is not operated by the parish council, but residents use this effectively as a means of communication. The ECWA operate Eastoft community which the Clerk has signed up to receive,
- Decide whether you will offer residents a key number to contact during the emergency. Anyone listed is contactable.
- Establish contact with neighbouring Parish/Town Councils and ask for/offer support if appropriate. Eastoft and Luddington residents do share contacts and support each other.
- Ensure that any members of your community engaged in the response are not putting themselves at risk. Make sure they are acting lawfully (e.g. 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 Parish Council can play in helping the community recovery. Continue the meetings of the Community Emergency Team, using the Recovery Aim and Objective.

Emergency Management Team

Initial Meeting Agenda

- 1) Introduction of Attendees
- 2) Nominate Lead Mr Ray Burke
- 3) Situation Report
- 4) Aim and Objectives of Response
- 4) Actions Required. All residents have completed expressions of interest.
- 5) Annually in March.

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
Eastoft Village Hall High Street	Keyholders Tony Woodhouse 07710 502125 P Martin 07905 010882 T Brown 01724 798781 B Gleadle 01724 798700 C Mclean 07503 238508
River Don Tavern	Mr G Crowe Publican 01724 798040

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
Eastoft Village Hall	<p>Useful things for your box might include:</p> <ul style="list-style-type: none"> • a copy of this plan. Tick • a street map of the area. Tick • Paper and pens. Tick • the register of electors. Tick • wind up/battery operated radio. Tick • wind up/battery operated torch. Tick • 	Code/Key for the box situated in the hall is on the underneath of the box.

	<ul style="list-style-type: none"> wind up/ mobile phone charger.Tick 	
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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 & Capacity
Eastoft Village Hall	Contact keyholders listed above Tony Woodhouse 07710 502125
River Don Tavern Sampson Street Eastoft DN17 4PQ	Contact Gordon Crowe 01724 798040
Luddington Village Hall, High Street Luddington	Contact committee member for key D Smith 01724 798543 C Winter H Staniforth

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.

Information Source	Who can access / update?
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Parish Council Website www.eastoftparishcouncil.org.uk	The Clerk to the Council
Parish Council Facebook Page	Not Applicable
Parish Council Twitter	Not Applicable
Parish Council Noticeboards:	Noticeboard is on the village green

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
River Don Tavern Sampson Street Eastoft	On Box

SECTION 4: CONTACT DIRECTORY

(to be reviewed annually)

Community Emergency Team

Name	Address	Telephone	e-mail
Mr R Burke	Croft House Yorkshireside Eastoft	07124 798254	
Mr P Fillingham	8 Washinghall Lane Eastoft	01724 798601	
Mr T Woodhouse	Alwyn Crowle Road, Eastoft	07710 502125	
Mr J Bramhill	Home Farm Eastoft	01724 798786	

Member of Parish Council not on Community Emergency Team

Name	Address	Telephone	e-mail
Mrs S Taylor	Greenacres, Crowle Road, Eastoft	01724 798424	
Mrs S Healey	Pennygreen Cottage 1 Washinhall Lane Eastoft	01724 798019	

Ward Councillors

Name	Address	Telephone	e-mail
John Briggs	Woodlands House 10 Kesteven Grove Crowle	01724 711670	
Julie Reed	The Jays 3 Kingscroft Ealand	01724 712490	

Appendix X- Map of Parish

See Google Sheets

Eastoft Parish Council

Emergency Information

Defibrillator location: River Don Tavern

Sampson Street Eastoft

Your community emergency shelter:

Eastoft Village Hall

Your evacuation (transport pick up) point:

Eastoft Village Hall

Fire Service, Police, Ambulance & Coastguard	999
Anglian Water	03457 145 145
East Riding of Yorkshire Council	01482 393939
Electricity Emergency Service & Supply Failure	105
Environment Agency Floodline	03459 88 11 88
Fire Service – non-emergency	01482 565333
Gas Emergency Service & Gas Escapes	0800 111 999
Hull City Council	01482 300300
NHS – non-emergency	111
North East Lincolnshire Council	01472 313131
North Lincolnshire Council	01724 297000
Police – non-emergency	101
Severn Trent Water	0800 783 4444
Yorkshire Water	08451 24 24 24

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.

01724 712553

Website www.eastoftparishcouncil.org.uk

Radio Humberside – 95.9 FM

