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**Community Emergency Plan for** Naunton Parish Council

***On completion of this plan please send a full version to*** [***emergency.planning@cotswold.gov.uk***](mailto:emergency.planning@cotswold.gov.uk)

**1. PURPOSE**

**Aim of the Community Emergency Plan** - is to increase resilience within the local community before, during and after emergencies, and to link into the local authorities and emergency services’ emergency response structures. This Plan documents how Naunton Parish Council would respond in an emergency situation e.g. while awaiting the assistance of statutory authorities /emergency services, or in support of them. **It is not the role of the community to take on the responsibilities of these agencies e.g. to save life, to take any risks to themselves or to cope for long hours without agencies’ help and support.**

**Objectives**

* + - Provide details for key community contacts with whom authorities can liaise with in an emergency
    - Identify the risks to the community and relevant response actions
    - Identify resources (including local ‘ Place of Safety’ ) in the community to assist during an emergency

**2. KEY POINTS OF CONTACT FOR THE COMMUNITY**

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| --- | --- | --- | --- |
| **Name** | **Tel:** | **Email:** | **Postal address** |
| 1. The Black Horse | 01451 850565 | theblackhorseinnnaunton@theblackhorseinnnaunton | The Black Horse Inn, Main Street, Naunton Gl54 3AE |
| 1. Bev Chance | 01451 850381 | BevChance1@hotmail.com | Elm Tree Cottage, Summerhill Lane, Naunton GL54 3AA |
| 1. Keith Russell | 01451 850206 | keith@tradinglink.eu | Windrush Vale, Naunton, Cheltenham, Gloucestershire, GL54 3AT |

**3. POSSIBLE EMERGENCIES AND RISK ASSESSMENT**

Risk assessment of the types of emergencies that would have an impact on our community and how local emergency planning could help.

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| **Type of emergency** | **Potential risks** | **Actions to address those risks** |
| *Traffic accident at key junction* | *Travellers in the queues behind are stuck for some hours* | *Identify alternative routes, including ones appropriate for HGVs, and inform police*  *Open up Place of Safety for tea, toilets* |
| *Flooding* | *Residents made homeless. Water-borne diseases.*  *Raw sewage in the village.* | *Place of safety, sharing resources* |
| *Snow bound* | *Vulnerable residents short of water and food, need for heating* | *Place of safety, sharing resources* |
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**4. ACTIVATION OF THE PLAN**

This plan will be activated when an emergency has occurred or if warnings are received, prior to an anticipated event. It may also be activated when local authorities/emergency services need support or are not able to attend immediately e.g. in severe weather. In this case the nominated point of contact/coordinator for the community (section 2) will put all or part of this plan in to effect as appropriate. **If the plan is activated Cotswold District Council should be made aware please (see section 8 for contact details).**

**5. COMMUNITY RESOURCES**

Volunteers have indicated what tasks they may be prepared to carry out if an emergency occurs and what resources they can offer.

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| **Name** | **Contact** | **Offer of help/ resources** |
| **Douglas Hindley** | **07554 795515** | **General** |
| **Pamela Stevenson** |  | **Medical help** |
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***Please note that the information/ contacts in the above list are confidential and should only be held by those persons listed in section 2. A ‘public’ version of this plan can be made available by deleting the above contact list before distribution.***

**6. LOCAL PLACE OF SAFETY-** If required District councils are responsible for setting up a central Rest Centre during an emergency. However, it may be necessary to set up a temporary ‘Place of Safety’.

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| **Place of Safety** (full address) | **Contact Name** | **Telephone No.** |
| Naunton Village Hall  St Andrews Church | Bev Chance  Keith Russell | 01451 850381/0777357211  01451 850206/07748967759 |

**7. LOG -** During an emergency, ideally community volunteers should keep a record of actions taken and enter them in a central log (attached). Information can be entered at the time, or directly after the emergency.

**8. COMMUNICATION AND CONTACTS-** Contact details for statutory authorities, emergency services can be found below.

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Telephone** | **Website** |
| **Emergency Services** | 999 |  |
| **Police (non emergency)** | 101 | [www.gloucestershire.police.uk](http://www.gloucestershire.police.uk) |
| **Cotswold District Council** | 01285 623000 | [www.cotswold.gov.uk](http://www.cotswold.gov.uk) |
| **Gloucestershire County Council** | 01452 425 000  (Mon-Fri 8.30am-5pm) | [www.gloucestershire.gov.uk](http://www.gloucestershire.gov.uk) |
| **GCC Highways Team** | 08000 514 514 (24hr) | [www.gloucestershire.gov.uk/transport](http://www.gloucestershire.gov.uk/transport) |
| **NHS 111 Service** | 111 (24hr)  When medical help required but not 999 emergency | (NHS Choices) [www.nhs.uk](http://www.nhs.uk) |
| **Environment Agency** | | |
| General Enquiries | 03708 506 506 (24hr) | [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) |
| Environment Incident | 0800 80 70 60 (24hr) |
| Floodline | 0345 988 1188 (24hr) |
| **Water / Sewerage Companies** | | |
| Thames Water | 0800 3169 800 (24hr) | [www.thameswater.co.uk](http://www.thameswater.co.uk)  Interactive map of latest incident info  [www.thameswater.co.uk/thameswaterlive/index.htm](http://www.thameswater.co.uk/thameswaterlive/index.htm) |

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| **Organisation** | **Telephone** | **Website** |
| **Electricity Distributors** | | |
| Western Power Distribution | 0800 6783 105 (24hr) | [www.westernpower.co.uk](http://www.westernpower.co.uk)  Loss of supply interactive map  [www.westernpower.co.uk/Power-Outages/power-cuts-in-your-area.aspx](http://www.westernpower.co.uk/Power-Outages/power-cuts-in-your-area.aspx) |
| Scottish and Southern Electricity | 0800 072 7282 (24hrs) | [www.ssepd.co.uk/powercuts/](http://www.ssepd.co.uk/powercuts/)  Loss of supply interactive map  [www.ssepd.co.uk/powertrack/](http://www.ssepd.co.uk/powertrack/) |
| **Local Village/ Community Agent** |  | [www.villageagents.org.uk](http://www.villageagents.org.uk) |

**9. PLAN REVIEW AND UPDATE -** In order to keep this plan up to date, contact lists should be revised at **least annually**, and the plan fully reviewed as needed.

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| **Date of last full plan review:** | September 2017 | **Date of last contacts review:** | September 2017 |

**Logging sheet**

**NAME OF COMMUNITY: Naunton, Gloucestershire**

During an emergency, information about actions taken by the community will be captured using the following sheet.

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| --- | --- | --- | --- |
| **Date** | **Time** | **Information / Decision / Action** | **Initials** |
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