

**SAMPFORD BRETT PARISH COUNCIL**

# **Community Emergency Plan**

**Updated: December 2024**

**Update Due: Annually**

**OWNERSHIP: Sampford Brett Parish Council**

**COUNTY: Somerset Council**

**ACTIVATION: See Section 6: Potential Emergencies & First Steps Actions**

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## **1. INTRODUCTION**

1.1 Although there is no statutory responsibility for communities to plan for, respond to, or recover from emergencies, it is good practice to identify hazards and make simple plans on how they could respond to them.

1.2 This plan has been developed to provide resilience for the community in the pre-event phase or early stages of an emergency. All major emergencies are dealt with by the Emergency Services, Local Authorities, Utilities and Voluntary Agencies in a combined response. In extreme conditions such as heavy snow and flooding, there is a possibility that the emergency services may not be able to reach the scene immediately. Smaller events, such as surface flooding, may be dealt with wholly by the community and not involve emergency services and other external agencies. In such circumstances, the initial response may rely entirely on local people.

1.3 Communities have access to people or resources that allow them to respond to specific incidents that may affect a particular locality. Details of the role these people and resources may play and how they will be contacted are included in our Community Emergency Plan.

## **2. AIM**

The aim of this plan is to increase resilience within our community to minimise the impact of adverse events or incidents through developing a robust, co-ordinated approach that compliments the plans of responding agencies.

## **3. OBJECTIVES**

- Identify the risks most likely to impact the community
- Identify relevant steps to mitigate and respond to emergency situations, including warning the community as required.
- Identify vulnerable people and properties in the community
- Identify community resources available to assist during an emergency
- Provide key contact details for the Community Response Team, Key Community Resources, the Emergency Services and Local Authorities.
- Provide information and assistance to the Emergency Services upon their arrival and as appropriate throughout the event.
- Following an event, make a record of what happened, what went well and what could be done better and how this might be achieved.
- This plan will be reviewed and approved annually.

#### **4. ACTIVATING A COMMUNITY EMERGENCY**

Emergency incidents can take many forms and scales and these are listed in Section 6, together with their likely frequency and potential impact. If it is a major emergency, when it is anticipated, or occurs, the lead individual will identify the most appropriate location to base the emergency co-ordination point, if necessary. Potential locations are identified at Section 7. When the co-ordination centre has been identified, the emergency services will be informed in order that they may establish their own command posts as required. All information, actions and decisions will be recorded on the incident record sheets as shown as Appendix 2 (or similar). These records will be retained as required. The list is not exhaustive and will be reviewed as part of the annual process, particularly in the light of any developments in and around the parish.

#### **5. PERSONAL DATA PROTECTION INFORMATION**

Some members of the community, who are not parish councillors, have volunteered to be contacted in the event of an emergency. They need to be alerted prior to or during such an event. As such, they have been asked to complete a Consent To Share Contact Details Form so that their data can be shared with other volunteers. This means that any volunteer can contact all other volunteers or any of them individually by phone, email or a designated WhatsApp group in the knowledge that they have agreed for their personal data to be used in this way. These completed and signed forms are held by the Clerk to the parish council.

## 6. POTENTIAL EMERGENCIES & FIRST STEP ACTIONS

EVENT	FREQUENCY	POTENTIAL IMPACT	TRIGGER	ACTION
<b>Surface Water Flooding</b>	<b>MOD</b>	<b>LOW/MOD</b> Minor flooding in some properties; mud on roads and in drains	Weather Alert or Alert from Stream Gauges or personal observation	Flood Warden or other flood volunteer to raise alert on WhatsApp Group or by phone or anyone else to raise alarm. <b>See Appendix 1 for detailed Flood Emergency Plan.</b>
<b>River Flooding</b>	<b>MOD</b>	<b>LOW/MOD</b> Minor flooding in some properties	Weather Alert or Alert from Stream Gauges or personal observation	Flood Warden or other flood volunteer to raise alert on WhatsApp Group or by phone or anyone else to raise alarm. <b>See Appendix 1 for detailed Flood Emergency Plan.</b>
<b>Long lasting Deep Snow/Freeze</b>	<b>MOD</b>	<b>LOW/MOD</b> Isolation; loss of access to shops; health; mental health issues; dangerous road and path surfaces	Weather Alert	Parish Council or individuals to be in contact with emergency agencies including Highways as appropriate, advise parishioners and seek to help vulnerable people without endangering volunteers' lives. Volunteers to clear snow and ice where possible in priority areas. Use salt bins as necessary and keep them topped up. Salt stock is located beside the village hall garage in age car park.
<b>Epidemic/Pandemic</b>	<b>LOW</b>	<b>HIGH</b> Health; isolation; loss of access to shops; mental health issues	National and local news and County advice	Parish Council to advise parishioners

EVENT	FREQUENCY	POTENTIAL IMPACT	TRIGGER	ACTION
<b>Fire</b>	<b>LOW</b>	<b>HIGH</b> Risk to life Damage to properties; risk to nearby thatched properties	Local news or reports from individuals	Parish Council or individuals to be in contact with emergency agencies including Highways as appropriate, advise parishioners and seek to help those affected without endangering volunteers' lives. Advise on bonfires & fireworks and their proximity to thatched properties.
<b>Prolonged Power Cut</b>	<b>LOW</b>	<b>MOD</b> Health; mental health issues; loss of heating; loss of communication	Local news or reports from individuals	Parish Council to be in contact with <b>National Grid (Western Power Distribution)</b> , advise parishioners and seek to support vulnerable people. Emergency Number: <b>0800 6783 105 or just 105.</b>
<b>Prolonged Tap Water Shortage</b>	<b>LOW</b>	<b>MOD</b> Health; mental health issues	Local news or reports from individuals	Parish Council to be in contact with <b>Wessex Water</b> , advise parishioners and seek to support vulnerable people. <b>Emergency Number: 0345 600 4600</b>
<b>Tap Water Pollution</b>	<b>LOW</b>	<b>MOD</b> Health; mental health issues	Notification by Wessex Water or local information	Parish Council to be in contact with <b>Wessex Water</b> , advise parishioners and seek to support vulnerable people. <b>Emergency Number: 0345 600 4600</b>
<b>Serious Storm Damage</b>	<b>LOW</b>	<b>MOD</b> Damage to properties; risk to life; blocked roads	Local news and Council alerts or reports from individuals	Parish Council to be in contact local authorities and emergency agencies including Highways as appropriate, advise parishioners and seek to help those affected without endangering volunteers' lives
<b>Gas Leak</b>	<b>LOW</b>	<b>MOD</b> Health; damage to property	Individual detecting the leak to report	Parish Council to be in contact with <b>British Gas</b> , advise parishioners and seek to support vulnerable people. <b>Emergency Number: 0800 111 999</b>

<b>EVENT</b>	<b>FREQUENCY</b>	<b>POTENTIAL IMPACT</b>	<b>TRIGGER</b>	<b>ACTION</b>
<b>Road Traffic Accident</b>	<b>LOW</b>	<b>LOW/HIGH</b> Injury or worse to passengers and pedestrians; blocked road	First on scene to report incident	Individuals to assess requirements and contact emergency services as necessary
<b>Air Pollution</b>	<b>VERY LOW</b>	<b>MOD</b> Health; mental health issues	Local news and Council alerts or reports from individuals	Parish Council to be in contact local authorities and agencies, advise parishioners and seek to support vulnerable people
<b>Land Pollution/Chemical Spillage</b>	<b>VERY LOW</b>	<b>MOD</b> Damage to property; health risk	Local news and Council alerts or reports from individuals	Parish Council to be in contact local authorities and agencies, advise parishioners and seek to support vulnerable people
<b>Aircraft Crash</b>	<b>EXTREMELY LOW</b>	<b>HIGH</b> Damage to property; risk of injury or fatalities	Local news or reports from individuals	Parish Council to be in contact local authorities and emergency agencies including Highways as appropriate, advise parishioners and seek to help those affected without endangering volunteers' lives
<b>Railway Incident</b>	<b>EXTREMELY LOW</b>	<b>LOW</b> Risk of injury or fatalities	Local news or reports from individuals	Parish Council to be in contact local authorities and emergency agencies including Highways as appropriate, advise parishioners and seek to help those affected without endangering volunteers' lives

## 7. EMERGENCY ASSEMBLY POINTS & SHELTER

LOCATION	POST CODE	COMMENTS
Village Hall	TA4 4LG	<ul style="list-style-type: none"><li>i) Requires combination lock number to access. This is widely known in the village.</li><li>ii) Might not be accessible in the event of surface water flooding (but water is unlikely to flood the hall itself)</li></ul>
St Georges Church	TA4 4LD	Keys held by Jan Swan & Martin Blazey - and anyone on the church rota
Garden of Old Rectory	TA4 4LA	

## 8. EMERGENCY CONTACT INFORMATION - Organisations/Agencies/Utilities

EMERGENCY SERVICES & UTILITIES	CONTACT NUMBER
Avon & Somerset Police/Fire/Ambulance	999 or 101 (non-emergency)
British Gas	0800 111 999
Environment Agency incident hotline	08008 07060
Wessex Water	0345 600 4600
National Grid (Western Power Distribution)	0800 40 40 90 or 105
Environment Agency	Incident Flood Line: 0800 80 70; General: 01709 389201
County Highways	08453 459153
Somerset Council/Somerset Rivers Authority	07825 054667 - Dr Paul Elliston, Community Engagement Officer (Flooding) 07977 411143 - Dr Bel Deering, Community Engagement Officer (Flooding)
HEALTH ORGANISATIONS	
NHS Direct	111
Musgrove Park Hospital	01823 333444
Somerset Air Ambulance	01823 669604
Williton Surgery	01984 632701



## 9. COMMUNITY RESOURCES & SKILLS

RESOURCE	LOCATION	CONTACT
<b>Defibrillator</b>	Exterior of Village Hall, TA4 4LG	
<b>Salt Bins</b>	Brett Close, TA4 4JZ Croft Meadow, TA4 4LE Opposite the Church, TA4 4LG Sampford House, TA4 4JX Outside village hall (small bin), TA4 4LG Beside garage in village hall car park, TA4 4LG	
<i>Reserve Supplies</i>		
<b>Water Hydrants</b>	Croft Meadow, TA4 4LE Old School, TA4 4LG A358 opp. Old petrol station, TA4 4LH A358 top of Tower Hill by service road ,TA4 4NU Manor Farm, TA4 4JU Brett Close (top), TA4 4JZ Crossroads, opp. No. 6, TA4 4JY	
<b>Other Water Sources</b>	Village stream Doniford Stream/River Old Rectory swimming pool, TA4 4LA	
<b>Water Pumps x2</b>	In Flood Shed in village hall car park	Brian Martin 07557771201
<b>Flood Sacks (sandless sandbags) x40</b>	In Flood Shed in village hall car park	Brian Martin 07557771201
<b>Other Flood Equipment for Flood Volunteers (Fluorescent bibs, wellingtons, head torches, lanterns torches, space blankets, first aid kit, wheel barrow, brushes, shovels, etc.)</b>	In Flood Shed in village hall car park	Brian Martin 07557771201
<b>De-humidifier</b>	Old Rectory	Jan & Phil Swan 07710385649 or 07762324994
<b>Mobile Generator</b>		

## 10. HEALTH & SAFETY AIDE MEMOIR

Before undertaking any activity involved with activation of this plan, all individuals must be briefed on arrangements and their own responsibilities with regard to health and safety.

**Only conduct activity that can be conducted SAFELY for yourself primarily and then for those you are assisting. DO NOT TAKE RISKS. Leave that to the professional emergency services.**

Personal safety and welfare:

- Wear appropriate clothing and protective equipment such as reflective bib, suitable gloves and safety boots.
- Have appropriate aids such as a torch or whistle
- Work in pairs or groups if possible
- Carry water if appropriate
- Carry a mobile phone to keep in communication
- Use safety equipment where available