

**Fyfield, Lockeridge and West  
Overton**

**Community Emergency  
Plan**

Updated – January 2019

**If you are in immediate danger call 999**

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## Plan distribution list

<u>Name</u>	<u>Role</u>	<u>Phone number/email address</u>	<u>Issued on</u>
Sarah Kelly	Emergency Planning Resilience and Response	Public Health and Public Protection Wiltshire Council   County Hall   Trowbridge Wiltshire   BA14 8JN Tel: 01225 718287 Mob: 07557 317379 E: <a href="mailto:sarah.kelly@wiltshire.gov.uk">sarah.kelly@wiltshire.gov.uk</a> GCSX: <a href="mailto:Sarah.Kelly@wiltshire.gcsx.gov.uk">Sarah.Kelly@wiltshire.gcsx.gov.uk</a> Web: <a href="http://www.wiltshire.gov.uk">www.wiltshire.gov.uk</a>	
Melissa Camilleri	Community Police officer	PCSO Melissa Camilleri 6188 East CPT Team 5 Wiltshire Police Phone: 101 ext. 36188  Post: Devizes Police Station, New Park Street, Devizes SN10 1DZ	
Jill Turner	Civil Emergency Volunteer	01672 861372 07900223345 <a href="mailto:jillturner2211@gmail.com">jillturner2211@gmail.com</a>	
Mary Spender	Lockeridge village representative	01672 861668 07974816852 <a href="mailto:mary@spender.org">mary@spender.org</a>	
Kristian Smith	Fyfield village representative	07769 976672	
Debbie Marsh	West Overton village contact	07977882938 01672 861285	
Susanne Stedman	Emergency Team secretary	01672 861658 07974925775 ( SS)	

Nick Stedman	IT communications	<a href="mailto:SAMail@stedman.org.uk">SAMail@stedman.org.uk</a> 07518158567 ( NS) <a href="mailto:nfmail@stedman.org.uk">nfmail@stedman.org.uk</a>	
Brian Rayment	Casualty liaison	01672 861513 <a href="mailto:brianrayment@aol.com">brianrayment@aol.com</a>	

## Plan amendment list

<u>Date of amendment</u>	<u>Date for next revision</u>	<u>Details of changes made</u>	<u>Changed by</u>
September 2010	November 2011		CEV and team
February 2016	February 2017	Complete revision	CEV and team
September 2018	September 2019	Updates	CEV and team

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## APPENDICES

1. Flood plan
2. Snow plan

## ANNEXES

- Annex 1 - Fyfield
- Annex 2 - Lockeridge
- Annex 3 -West Overton

# Local risk assessment

<u>Risks</u>	<u>Impact on community</u>	<u>What can the Community Emergency Group do to prepare?</u>
Telecoms failure	Inability to make/receive calls	<p>Two way radio handsets are accessible with members of the team in each village and at the village hall</p> <p>List of available drivers/horse riders/cyclist available as communication links</p> <p>Loud hailer available in the emergency bag at Kennet Valley Hall for communication to the public.</p>
Electricity supplies failure	<p>Could lead to cases of hypothermia</p> <p>Hunger due to lack of cooking facilities</p> <p>Anxiety</p> <p>Electric land line telephone failure</p>	<p>List people at risk in the community</p> <p>Advise vulnerable persons to sign up to the vulnerable register for those suppliers</p> <p>Home emergency planning advice through local publications e.g. Upper Kennet News - advise to keep torches candles to hand.</p> <p>Emergency foil blankets at village hall</p> <p>List of houses with wood burners, open fires</p> <p>List of establishments with food supplies – local pubs, see list</p> <p>List of households with generators</p>

Water failure	Significant impact for all	Advise vulnerable persons to sign up to the vulnerable register for the supplier (Thames Water)
Severe snow fall	<p>Village roads and maybe A4 become impassable</p> <p>Food stocks will deplete</p> <p>Urgent medical services may be impeded</p> <p>Hypothermia and anxiety</p> <p>Loss of power and communications</p>	<p>List of vulnerable persons</p> <p>List of 4x4 drivers</p> <p>List of medical persons in the community</p> <p>List of places for evacuation</p> <p>List of key holders for the buildings</p> <p>First aid kit, emergency foil blankets at hall</p> <p>Isolated properties identified</p> <p>Preparation for power and telecom failure also relevant</p>
Road Traffic Accident	<p>Depends both on location and type of vehicle</p> <p>Serious scenario - collision between a heating oil supply vehicle and any other vehicle. Potential major oil spill and fire</p> <p>Injury to persons</p> <p>Blocked roads making access difficult for emergency services to get to scene</p>	<p>Any member of the team could be first on the scene.</p> <p>We are all aware of –</p> <p>M -Major incident declared</p> <p>E – Exact location</p> <p>T – Type of incident</p> <p>H – Hazards (present or suspected)</p> <p>A – Access routes, safe to use</p> <p>N – Number, type and severity of casualties</p> <p>E – Emergency services present and required</p> <p>Phone 999 if emergency. Advise emergency services of assistance parish can provide if required. Liaise with Wiltshire council. Volunteers should not advise motorists of alternative routes</p>

		<p>We have contacts in the community of first aiders, fire fighters, location of fire extinguishers etc.</p> <p>List of local skills and resources and availability of two way radios for communication.</p> <p>Loud hailer for conveying messages to the public</p>
Road traffic accident/Incident on A4	Increased traffic through village country lanes with a potential problem of grid lock on Rhyles lane to Clatford	<p>Volunteers prepared help to the police, emergency services.</p> <p>Two way radio communication are available in each village with a map</p> <p>High visibility vests are available in the emergency bag at the village hall</p> <p>Statutory agencies will be involved hence the role of the Parish Team would be supporting those agencies as advised. Offering up the use of the village hall or similar as a “comfort” station would be appreciated for those agencies if the event was of several hours duration.</p>
<p>Bridge collapse</p> <p>1.Lockeridge</p> <p>2. West Overton</p>	<p>1.Build up of traffic in the village of Lockeridge</p> <p>2. Build up of traffic in West Overton</p> <p>Could be casualties if vehicles involved</p>	<p>Prepared to put CHALETS into action</p> <p>Volunteers available to divert traffic</p> <p>Two way radios</p> <p>High visibility vests</p> <p>List of first aiders &amp; other trained medical staff from the community volunteer list</p>

<p>Aviation incident</p>	<p>Possible human scale of such an event extends from a single micro light pilot, up to several hundred passengers and crew of an international transport aircraft, plus many village residents caught up in the accident</p>	<p>It depends on casualties and the availability of the emergency services but we have a team prepared for communication, evacuation facilities, members of the community with various skills such as nurses, doctors, first aiders etc</p> <p>Some first aid kept at the village hall</p> <p>The team is prepared with office equipment for recording and receiving casualties</p> <p>Preparation for power and telecom failure also relevant</p>
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## Locations identified with emergency services for use as places of safety

<u>Building</u>	<u>Location</u>	<u>Potential use in an emergency</u>	<u>Contact details of key holder</u>
Kennet Valley Hall	West Overton Road	Rest centre, safe place, receiving and treating casualties  Kitchen to prepare food and hot drinks	Brian Rayment 861513 Colin Watts 861672 Rob Duckett 861446 Sophie Roberts 861262 Emergency code
Kennet Valley School	The High Street, Lockeridge	As above Need electricity for gas heating.	Sarah Tillvattier 2 Glebe Meadows Lockeridge 861593
The Who'd a thought it	High Street Lockeridge	Food and warmth (log fires)	861255
The Bell	West Overton	Electricity needed for cooking. Log fire	Hannah 861099
The Village Churches	West Overton & Lower Fyfield	Safe place although none have a water supply	Anne Robinson 861169 Sue Rogers 861374 Vicky Evans 861622
Temporary accommodation for homeless Taffrail, B&B Breach House Fyfield House West Overton House (property has a separate coach house with	Lockeridge Lockeridge Lower Fyfield West Overton	Large accommodation	Julie Spencer 861266 Mary Spender 861668 Anstice Baring 861260 Veronica Handover 861253

all utilities including a kitchen			
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## Emergency contact list

**N.B.** Information held under “in the interests of public safety”. This information will only be accessed by the members of the Wiltshire Council drainage team, public protection and the Environment Agency in the event of a weather emergency.

Photo	<b>Name Jill Turner</b>
	<b>Title</b> Community Emergency Coordinator
	<b>24hr telephone contact:</b> 07900 223345 01672 861372
	<b>Email</b> <a href="mailto:jillturner2211@gmail.com">jillturner2211@gmail.com</a>
	<b>Address:</b> 1 Meadow Rise, Lockeridge
Photo	<b>Name</b>
	<b>Title:</b> Team leader
	<b>24hr telephone contact: 01672 861</b>
	<b>Email</b>
	<b>Address:</b>

## List of community organisations that may be helpful in identifying vulnerable people or communities in an emergency

<u>Organisation</u>	<u>Name and role of contact</u>	<u>Phone number</u>
Over 60's	Derek Hartshorn	861238
The Church	Benefice Secretaries Anne Robinson /Sophie Roberts	861169 861786

## Activation triggers

When we receive a call from the emergency services or we have contacted them and they are unable to respond.

- Put telephone tree into action
- Arrange initial response meeting at control point (4 Rookery Meadow, Lockeridge, West Overton Road)
- Assess situation
- Agree actions
- Keep in contact regularly to see how situation is developing
- Once situation is under control think about the recovery phase, getting the community back to normal

## First steps in an emergency

	<u>Instructions</u>	<u>Tick</u>
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Contact the Community Emergency Group using telephone tree and meet to discuss the situation	
4	Nick & Susanne Stedman set up communications	
5	Jill Turner (or other member of the Emergency Team) to activate plan	
6	Next action depends on Emergency situation – open hall to receive people. Contact first aiders or appropriate persons with skills necessary	
7		
8		
9		
10		

# Community Emergency Group first meeting agenda

Date:

Time:

Location:

Attendees:

## **1. What is the current situation?**

### **Location of the emergency. Is it near?**

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

### **Are there any vulnerable people involved?**

- Elderly
- Families with children

### **What resources do we need?**

- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

## **2. Establishing contact with the emergency services**

## **3. How can we support the emergency services?**

## **4. What actions can safely be taken?**

## **5. Who is going to take the lead for the agreed actions?**

## **6. Any other issues?**

## Actions agreed with emergency responders in the event of an evacuation

[Use this space to record details of the actions you can take to help your local authority if an evacuation is necessary in your community.]

1. Help police/local authority with door knocking
2. Use loud hailer to convey messages
3. Tell emergency services who might need extra help to leave their home for example; the elderly, families with young children or babies and disabled people

## Alternative arrangements for staying in contact if usual communications have been disrupted

<u>Communication Type</u>	<u>Name of contact</u>	<u>Location</u>
Two way radio communication 8 handsets altogether kept in pairs	Nick Stedman 861658 Emergency bag at Kennet Valley Hall	Lockeridge Lockeridge/ control point Overton Road
Door Knocking Loud hailer	Members from the community resource list Walkers Cyclist Horse riders Drivers	
Some part of the villages receive mobile phone signal. Text messaging Electronic mail Social networking Face book		

Advise people to listen to the local radio stations and encourage people to store a battery operated set with spare new batteries		Heart 96.5 MHz FM BBC radio Wiltshire 104.9 MHz FM
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## Village Community Trees

Annex 1 - FYFIELD

Annex 2 - LOCKERIDGE

-Annex 3 - WEST OVERTON

**Wiltshire Council emergency number 0300 456 0100.**

### Check List for Contents of Emergency Equipment Cupboard

#### **Emergency bag contents**

- Copy of Community Emergency Plan
- Hazchem Guide
- Two walkie talkies and sealed batteries
- Map of villages
- First Aid Kit – variety of first aid equipment eg. Plasters, bandages, scissors triangular bandages, Neurological observation torch etc.
  
- 10 High visibility vests
  
- 10 Foil space blankets plus 1 in first aid box
  
- Loud hailer with batteries and a car adaptor
  
- Office work equipment - paper, pens, highlighter pens, string, blue tack, paper clips, sellotape
  
- 6 AA Batteries
  
- Torch
  
- Candles
  
- Matches