

PREPARING FOR EMERGENCIES

WHAT YOU NEED TO KNOW

Great Bromley Parish Council

Emergency Plan

Plan last updated on: 14/11/2020

**IF YOU ARE IN IMMEDIATE
DANGER
CALL 999**

**TDC CARELINE: 01255 222022
24/7/365**

Plan distribution list

Name	Address	Home telephone	Mobile	Email
Fred Nicholls Chairman	Fryerning, Hall Road, Great Bromley, Colchester, CO7 7TS	01206 230688	07546 912972	fred@fryerning.net
Rob Lord Vice Chair	The Chase, Chase Road East, Great Bromley, Colchester, Essex CO7 7TY		07747 787270	rob.lord@bt.com
Owen Blowers Accounts Monitoring Officer	Bottle House, Carringtons Road, Great Bromley, Colchester, Essex CO7 7XA		07879 433716	owen@blowers.org.uk
Andrew Fairley Footpath Liaison		01206 392486	07710 009934	
David Hardy Recreation Ground Representative			07817 451401	d.hardy007@btinternet.com
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Becky Robinson	Badley Hall Farm		07720 833207	beckysbutchers@gmail.com
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Lizzie Ridout (Parish Clerk)	9 Johnson Road, St Osyth, CO16 8PL		07828 876363	clerk@gbpc.org.uk

Version control

Name	Date for next revision	Details of changes made	Changed by
Emergency Plan	10/12/15	First version	Community Emergency Coordinator
	18/01/16	Appendix added – Cold Weather	Community Emergency Coordinator
	19/01/16	Twitter detail added	Community Emergency Coordinator
	05/12/17	Careline details included on cover sheet	Community Emergency Coordinator
	09/05/18	Floor Barrier assets and training detail added	Community Emergency Coordinator
	14/11/20	Contacts	Parish Clerk

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LOCAL RISK ASSESSMENT

Risks	Impact on community	What can Community Emergency Group do to prepare?
The risk of severe rain	<ul style="list-style-type: none"> Local flooding Hazardous road conditions Drainage systems overwhelmed 	<ul style="list-style-type: none"> Put in an effective notification and cascade system in place to alert on severe weather Assess what factors are contributing to the local flood conditions e.g. poor drainage. Engage agencies and public to mitigate risk Request support from TDC via Careline Put the deployment of GBPC flood barriers at notice to deploy and alert those trained in their deployment
The risk of severe snow	<ul style="list-style-type: none"> Isolation of vulnerable persons e.g. elderly, infirm, pregnant etc School closure Restrictions to delivery of core services Burst pipes 	<ul style="list-style-type: none"> Put in an effective notification and cascade system in place to alert on severe weather Locate vulnerable persons Encourage supervision & welfare monitoring of those at risk Establish relationships with 4x4 owners/ voluntary 4x4 organisations Work with public, agencies and voluntary bodies to join services with those at need Designate Village Hall as Emergency Centre and have it at a state of readiness (in terms of call-out arrangements) Request support from TDC via Careline
The risk of severe winds	<ul style="list-style-type: none"> Risk of injury or damage to persons, structures and property 	<ul style="list-style-type: none"> Put in an effective notification and cascade system in place to alert on severe weather Locate vulnerable persons Encourage supervision & welfare monitoring of those at risk Work with public, agencies and voluntary bodies to join services with those at need Designate Village Hall as Emergency Centre and have it at a state of readiness (in terms of call-out arrangements) Request support from TDC via Careline
The risk of fire/ gas explosion	<ul style="list-style-type: none"> Risk of injury or damage to persons, structures and property 	<ul style="list-style-type: none"> Put in an effective notification and cascade system in place to alert in event of fire/ gas explosion Locate vulnerable persons Encourage supervision & welfare monitoring of those at risk Designate Village Hall as Emergency Centre and have it at a state of readiness (in terms of call-out arrangements) Request support from TDC via Careline

LOCAL SKILLS AND RESOURCES ASSESSMENT


Skill/resource	Who?	Contact details	Location
Retired Police Officer – emergency services coordination	Fred Nichols	01206 230688	As per distribution list
4x4 owner/driver First Aider	Rob Lord	07747 787270	As per distribution list
4x4 owner/ driver	Owen Blowers	07879 433716	As per distribution list
Farmer	Andrew Fairley	07710 009934	As per distribution list
Flood barrier assets Defibrillator	The Courthouse PH	01206 250322	Harwich Rd, Colchester CO7 7JG
Defibrillator	The Cross Inn	01206 621772	Ardleigh Rd, Colchester CO7 7TL

KEY LOCATIONS

Identified with local authority for use as places of safety

Building	Location	Potential usage in an emergency	Contact details
Village Hall	Great Bromley Village Hall, Parsons Hill, Great Bromley, Colchester, Essex, CO7 7JA, England	Rest Centre/safe place	Contact point: Mary Fawcett Tel 07957 962788 gbromleyvillagehall@gmail.com Caretaker: Marion Britton tel 07979 521283/ 01206 822946 Martin Frostick, Fred Nicholls and Lizzie Ridout also have keys.
St Georges Primary School	Brook St, Colchester CO7 7HX	Rest Centre/safe place	01206 230305
The Courthouse PH	Harwich Road, Great Bromley (Opposite Selecta Cars)	Storage for flood barrier system Defibrillator	Padlock for floor barrier system: 1984
The Cross Inn	Ardleigh Road, Colchester, CO7 7TL	Defibrillator	01206 621772

EMERGENCY CONTACT LIST

	Name: Rob Lord
	Title: Vice Chairperson & Community Emergency Coordinator
	24hr telephone contact: 07747 787270
	Email: rob.lord@bt.com
	Address: The Chase Chase Road East Great Bromley Colchester CO7 7TY Rob.lord@bt.com 07747 787270
	Name: Lizzie Ridout
	Role: Parish Clerk
	Mobile: 07828 876363
	Address: 9 Johnson Road, St Osyth CO16 8PL

TELEPHONE TREE

The phone tree works as a pyramid, with the coordinator at the top making the first call to two or more people. In turn, they call an assigned set of people and so on, until the tree is complete.

See **Annex A**

LIST OF COMMUNITY ORGANISATIONS

that may be helpful in identifying vulnerable people or communities in an emergency

Great Bromley Face-book Page

<https://www.facebook.com/#!/groups/1631223113831173/>

PC Twitter account

@GreatBromleyPC

St Georges C Of E School Primary School

Address: Brook St, Colchester CO7 7HX
Phone:01206 230305

Other

A list of local organisations is available on the Great Bromley website at:

<http://www.greatbromley.org.uk/organisations-clubs-and-societies>

ACTIVATION TRIGGERS

The plan will be activated by either initiation by the Emergency Planning Coordinator, a member of the

Emergency Services or a person holding responsible Government office. When required the telephone tree will be used to inform and the actions then taken will be determined by the circumstances of the emergency itself. If necessary, the Village Hall will be prepared as an emergency/ rest centre.

FIRST STEPS IN AN EMERGENCY

Follow the instructions below when the plan is activated.

	Instructions	Tick
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Contact the Community Emergency Group and meet to discuss the situation	
4	Formulate a response plan including communications plan	
5	Mobilise resources	
6	Alert organisations who are positioned to provide mutual aid; inform TDC via Careline?	
7	Establish a reporting cycle to include regular updates to Community Emergency Group	

DRAFT COMMUNITY EMERGENCY GROUP FIRST MEETING AGENDA

Example Community Emergency Group Emergency Meeting Agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

You might want to consider the following:

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
- Non-English-speaking people.
- 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 LOCAL AUTHORITY IN THE EVENT OF AN EVACUATION

This will be instructed by the Local Authority but likely tasks could include:

- Mobilise the Emergency Centre (the Village Hall)
- Mobilise the Emergency Planning Group via telephone tree
- Appoint Liaison/ coordinators from the Parish Council
- Provide local information & intelligence either via Parish Council or by local organisation contacts

ALTERNATIVE ARRANGEMENTS FOR STAYING IN CONTACT IF USUAL COMMUNICATIONS HAVE BEEN DISRUPTED

If telephone and internet links fail then it may be necessary to convey information by means of messenger

Those that have access to short wave radio or walkie-talkies should be made known to the Emergency Planning Group/ Coordinator

Annexes:

- A. Telephone Tree
- B. Vulnerable person trace
- C. Vulnerable location trace

Appendix:

1. Action Cards – The Cold Weather Plan for England: Protecting Health and reducing harm from cold weather