

**Resilient  
Communities  
Wiltshire**



**Chilmark and  
Ridge  
Community  
Emergency Plan**

**Plan Completion Date**  
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## Key Contacts

Community Emergency Lead Volunteer Coordinator			
Name	Morag Philpott	Contact Number	Mob: 07470 380410 Home: 01722 717897 Email: morag.philpott@btinternet.com
Notes	Key holder for the Chilmark Reading Room and emergency equipment cabinet.		

Community Emergency Deputy Lead Volunteer Coordinator			
Name	Carl Jacobs	Contact Number	Mob: 07890 894570 Home: 01722 716422 Email: cjacbos@aol.com
Notes	Also Flood Warden & Snow Warden Key holder for Cricket Club & emergency equipment at Cleeves Farm.		

All other contact details are in Appendix A which has restricted access.

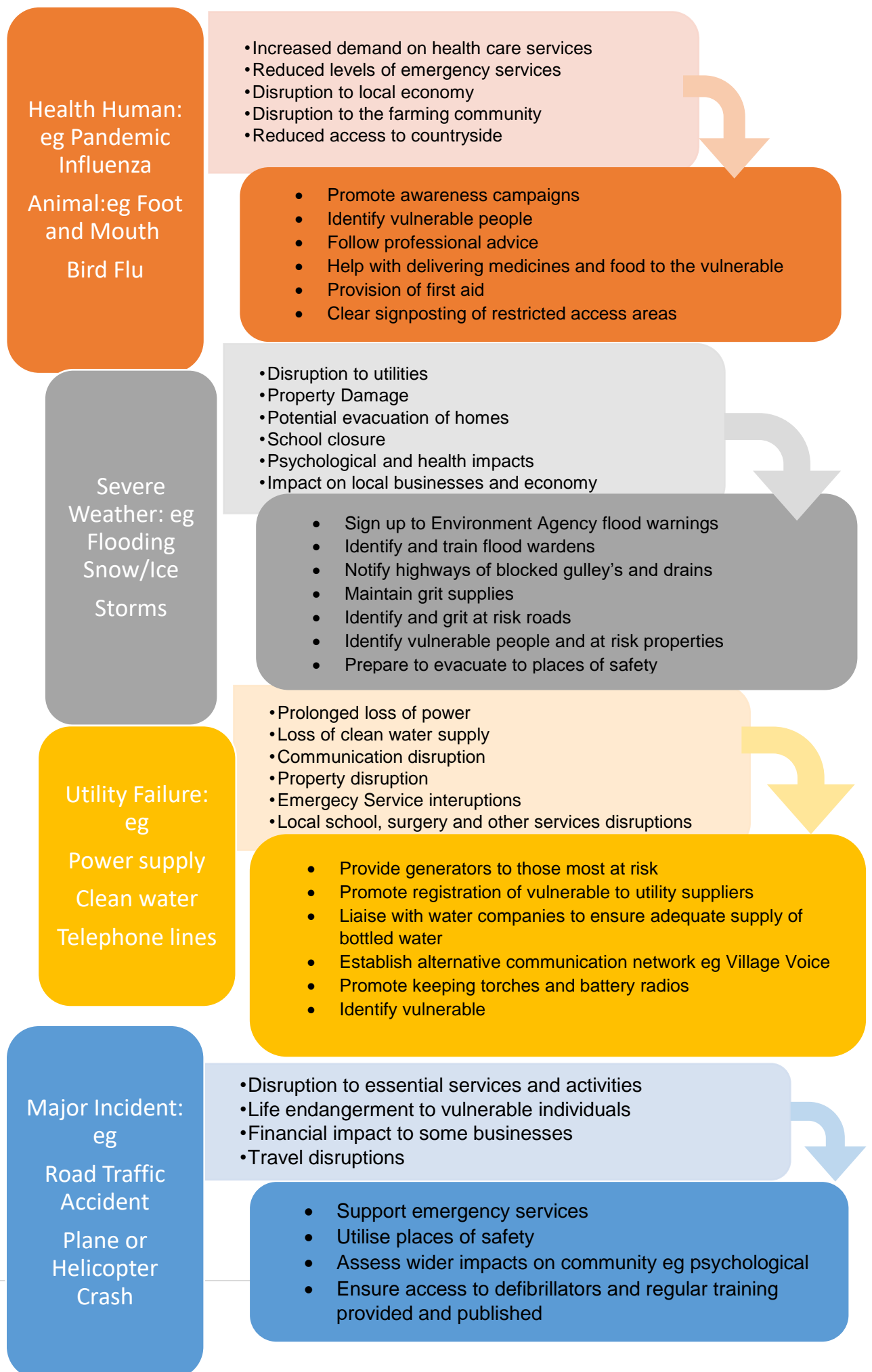
## Places of Safety

Places of Safety	
Location 1	Chilmark Reading Room, Becketts Lane, Chilmark, SP3 5BD Key holder: Morag Philpott: 07470 380410
Location 2	Cleeves Farm, Chilmark Key holder: E & H Pelham: 01722 716234

## 1. Be Informed

### 1.1 What's an Emergency

An Emergency, which can also be referred to as an incident is anything that affects you, your family and our community. Overleaf we have highlighted our highest risks for Chilmark and Ridge, some of the potential consequences and how the community can help.



## 1.2 Why have an Emergency Plan?



## 1.3 Legalities

### Disclaimer

Chilmark Parish Council accepts no liability for any loss or damage arising directly or indirectly from action taken or not taken in reliance on material or information contained within this Emergency Plan, or for any failure to activate the plan or to carry out any planned activities in response to a flood alert or other warning issued.

### Health and Safety

It is recognised that those named or recognised in this plan are not trained or resourced to carry out any functions of the emergency services. The response will be confined to supporting the welfare of the people in the community and helping them to maintain a normal community life. No-one is obliged to carry out any function and all duties are done solely on a voluntary basis.

### Data Protection

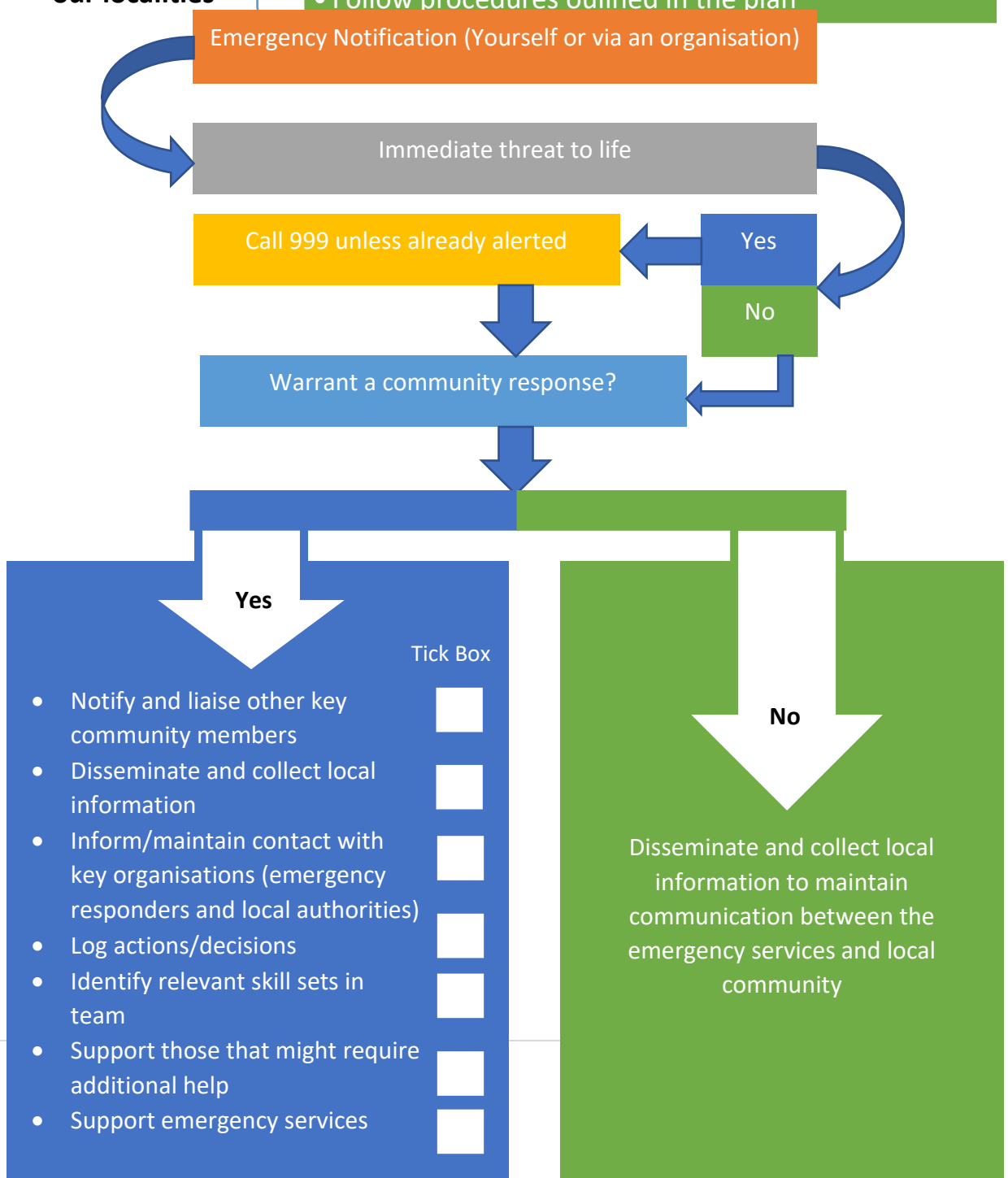
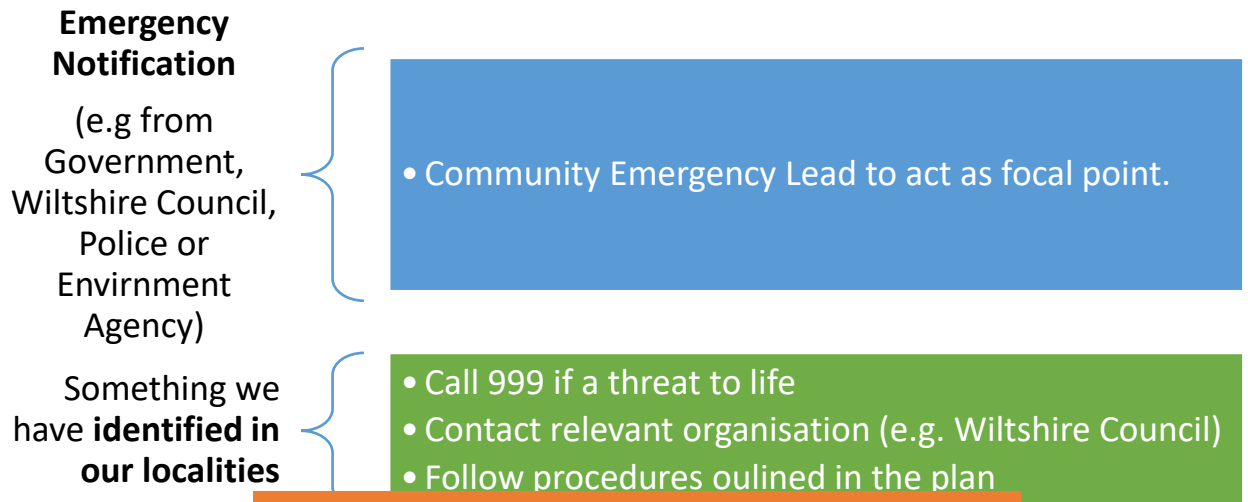
The plan authors/co-ordinators retain the title of data controller and will ensure all personal details are only included with the consent of the individuals concerned. Some information may need to be shared with the other community members and with representatives of the emergency services or council. All sensitive information will only be held by specified personnel. Any versions of this emergency plan as sent to the statutory authorities e.g. Wiltshire Council will have contact details removed except as indicated e.g. plan authors/lead coordinators.

### Insurance

Those volunteers carrying out general duties as part of a response to an emergency and in line with this plan will be covered by the Parish Council's annual insurance. The Parish Council cannot however take responsibility for any actions carried out by individuals outside the scope of this plan. Any individuals using equipment e.g. chain saws, 4x4 vehicles etc should ensure their normal insurance covers such eventualities.

### 1.4 Activation

Activation may come from one of two different ways:



## 1.5 Local Emergency Responders

Who?	How to contact them?	What they do in an emergency?
Police	<ul style="list-style-type: none"> <li>Dial 999 in an emergency such as a crime in progress</li> <li>Non-emergency Police reporting dial <b>101</b></li> </ul>	<ul style="list-style-type: none"> <li>Responding to incidents</li> <li>The co-ordination of the emergency services, local authorities and other organisations during an emergency</li> </ul>
Fire	<ul style="list-style-type: none"> <li>Dial 999 in an emergency</li> </ul>	<ul style="list-style-type: none"> <li>Responding to incidents</li> <li>Fire-fighting and fire prevention</li> <li>Detection, identification, monitoring and management of hazardous materials and protecting the environment</li> </ul>
Ambulance NHS RE:ACT	<ul style="list-style-type: none"> <li>Dial 999 in an emergency</li> <li>NHS non-emergency number: 111</li> <li>0300 3309488</li> </ul>	<ul style="list-style-type: none"> <li>Responding to incidents</li> <li>Identify &amp; alert the receiving hospitals</li> <li>Engage local crisis and emergency response teams</li> <li>Involve local GPs</li> </ul>
Wiltshire Council	<ul style="list-style-type: none"> <li>In and out of hours use: 0300 456 0100.</li> <li>In hours you may ask for the Emergency Planning Team</li> <li>You may use <a href="mailto:emergencyplanning@wiltshire.gov.uk">emergencyplanning@wiltshire.gov.uk</a></li> </ul>	<ul style="list-style-type: none"> <li>Support the emergency services</li> <li>Help the community recover</li> <li>May take action to protect property from flooding by water from the highway where there is a failure of the highway drainage system</li> <li>Help facilitate road closures and diversions</li> <li>Identify and set-up a safe place for community to stay after being evacuated - known as rest centre</li> </ul>
Environment Agency	<ul style="list-style-type: none"> <li><b>Incident hotline</b> 0800 80 70 60 (24-hour service)</li> <li>Floodline service 0345 988 1188</li> </ul>	<ul style="list-style-type: none"> <li>Protect the environment and take reports of environmental pollution such as chemical or fuel spills, or many dead fish in rivers</li> <li>Issue flood alerts and warnings to the public and implement flood defence where appropriate</li> <li>Deal with emergency repairs and blockages on main rivers and own structures</li> </ul>
Utility Providers	<ul style="list-style-type: none"> <li>Wessex Water: 0345 600 4600</li> <li>Scottish &amp; Southern Electricity 0800 0727282</li> <li>Openreach 0800 0232023</li> </ul>	<ul style="list-style-type: none"> <li>Support statutory responders</li> <li>Ensure continuity of supply</li> <li>Provide alternative means of supply during an emergency if there is a threat to life</li> </ul>

## **2. Get Involved**

### **2.1 Our Scope**

The villages of Chilmark and Ridge aim to provide a community wide response in the event of an emergency in order to:



1. Support the statutory agencies
2. Provide ongoing support to the vulnerable
3. Disseminate relevant information
4. Learn lessons from the response to mitigate effects of future emergencies

### **2.2 Triggers**

The triggers for enacting the Emergency Plan can be found below:





Incident	Trigger	Considerations/Action	Who
	<p><b>2. Flood Warning</b></p>  <p><b>FLOOD WARNING</b></p> <p>This means 'flooding of homes and businesses is expected'.</p>	<p>Community actions should be as for flood alert plus:</p> <ul style="list-style-type: none"> <li>○ Move vehicles, food valuables, pets and other items to safety</li> <li>○ Put sandbags in place</li> <li>○ Prepare to turn off gas and electricity</li> <li>○ Be prepared to evacuate your home</li> <li>○ Protect yourself, your family and others that need your help</li> <li>○ Consider opening places of safety – alert key holders</li> <li>○ Alert volunteers to help the elderly or vulnerable if required</li> </ul>	<p>All</p> <p>Flood warden</p> <p>All</p> <p>All</p> <p>All</p> <p>Coordinators</p> <p>Coordinators</p>
	<p><b>3. Severe Flood Warning</b></p>  <p><b>SEVERE FLOOD WARNING</b></p> <p>This means 'Severe flooding is expected'.</p>	<p>Community actions should be as for flood alert and flood warning plus:</p> <ul style="list-style-type: none"> <li>○ Be prepared to lose power supplies – electricity, gas, water and telephone</li> <li>○ Try to keep calm and reassure others</li> <li>○ Cooperate with emergency services and local authorities</li> <li>○ Open places of safety</li> <li>○ You may be evacuated</li> <li>○ Ensure volunteers available to help and support elderly and vulnerable</li> </ul>	<p>All</p> <p>All</p> <p>Coordinators</p> <p>Coordinators</p> <p>All</p> <p>Coordinators</p>

Incident	Trigger	Considerations/Action	Who
<b>Snow</b>	<p>Weather forecast or warning predicting heavy snow or icy conditions.</p> <p>Significant snow fall or severe ice</p>	<ul style="list-style-type: none"> <li>○ Continue to Monitor Met Office Weather Warnings</li> <li>○ Consider using salt bins located in the village</li> <li>○ Check whether vulnerable resident need support.</li> <li>○ Report incidents of vulnerable people in need of support through to Wiltshire Council</li> <li>○ If public offer use of 4 x 4 vehicles assistance advise they should have adequate insurance to cover for charitable use and winter tyres or snow chains</li> <li>○ Consider use of farmers with snow ploughs to clear major routes</li> <li>○ Consider gritting roads not included on Highways gritting routes</li> <li>○ Consider gritting pavements and community areas</li> <li>○ If amber or red weather warning consider withdrawing volunteers until safe to work outside again.</li> <li>○ If local evacuation required consider opening local place of safety. Advise Wiltshire Council</li> <li>○ Ensure adequate rotation of volunteers during event. Volunteers should always report in to a coordinator, time out, where they are going and when they are back.</li> <li>○ If road conditions become dangerous, inform Wiltshire Council</li> <li>○ Advise Wiltshire Council when standing down volunteers.</li> </ul>	<p>All</p> <p>All</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p>

Incident	Trigger	Considerations/Action	Who
<p><b>Storms/High Winds</b></p>	<p>Weather forecast or warning storms or damaging winds</p>	<ul style="list-style-type: none"> <li>○ Monitor Met Office and weather forecasts and warnings</li> </ul>	<p>All</p>
	<p>Local roads blocked by fallen trees</p>	<ul style="list-style-type: none"> <li>○ Report fallen trees and damage on MyWilts app</li> <li>○ If safe to do so consider use of farmers and other insured volunteers who are trained and have access to chainsaws and appropriate heavy lifting equipment</li> </ul>	<p>All</p>
	<p>Buildings damaged by fallen trees</p>	<ul style="list-style-type: none"> <li>○ Inform utility companies if fallen trees or branches have damaged infrastructure</li> <li>○ Liaise with utility companies, Wiltshire Council and emergency services as required</li> <li>○ Check on vulnerable affected by the incident</li> <li>○ Open places of safety for possible evacuation and run generators for emergency power.</li> <li>○ Ensure adequate rotation and rest periods for volunteers.</li> </ul>	<p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators &amp; Cleaves Farm</p>

Incident	Trigger	Considerations/Action	Who
<p><b>Loss of Utilities</b></p>	<p>Adverse weather conditions</p> <p>High winds resulting in tree branches/debris falling</p>	<ul style="list-style-type: none"> <li>○ If power cut inform power company</li> <li>○ If water failure or sewage leak inform Wessex Water</li> </ul>	<p>All Coordinators</p>
	<p>Local incident e.g.. Burst water main, damaged electricity pole/pylon</p>	<ul style="list-style-type: none"> <li>○ Be aware of vulnerable residents who may need assistance in event of loss of services. Contact Wiltshire Council or Health services if concerned.</li> <li>○ If flying debris advise volunteers to withdraw until conditions improve</li> <li>○ Do not approach any “downed” power cables – electricity can ark considerable distances. Assist in setting up cordon and inform power company asap. If anyone is trapped inform Dorset &amp; Wiltshire F &amp; R</li> <li>○ If Red or Amber warning given – advise standing down volunteers.</li> <li>○ If local evacuation required open places of safety and run generators for emergency power.</li> <li>○ Burst water mains can be dangerous due to pressure and may be contaminated – advise people to stay clear.</li> </ul>	<p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators</p> <p>Coordinators &amp; Cleaves Farm</p> <p>Coordinators</p>

Incident	Trigger	Considerations/Action	Who
<b>Major incident</b>	Sudden traumatic event: <ul style="list-style-type: none"> <li>▪ Serious Fire</li> <li>▪ Major Road accident</li> <li>▪ Plane or helicopter crash</li> <li>▪ Para gliding accident</li> </ul>	<ul style="list-style-type: none"> <li>○ Alert appropriate agencies ring 999</li> <li>○ Liaise with lead for statutory first responders to see if coordinator/volunteers can help (ensure all aware of safety issues)</li> <li>○ If local evacuation or casualty triage station required consider opening local place of safety</li> <li>○ Arrange rota of volunteers if situation ongoing.</li> <li>○ Stand down volunteers when appropriate</li> </ul>	First on scene/witness Coordinators  Coordinators  Coordinators Coordinators

Incident	Trigger	Considerations/Action	Who
<b>Pandemic</b>	Directive from National Government Direct communication from Wiltshire Council, Public Health. Local and national news.	<ul style="list-style-type: none"> <li>○ If Public Health emergency declared liaise with Wiltshire Council re assistance required.</li> <li>○ If Public Health team or NHS need use of facility for vaccinations assist with opening place of safety centre and manning facility if appropriate and requested.</li> <li>○ Ensure those who are vulnerable are identified and keep relevant information on a private and confidential basis</li> <li>○ Keep villagers informed through Parish Council and other appropriate websites, notice boards and newsheets (electronic and paper).</li> <li>○ Offer face to face or telephone contact to the vulnerable or at risk</li> <li>○ Organise prescription pick-up and delivery</li> <li>○ Ensure local food outlets including pubs aware and can help if able</li> </ul>	Coordinators  Coordinators  Coordinators  Coordinators  Parish Clerk / Village Voice  Coordinators / volunteers  Prescription volunteers  Coordinators



## **2.3 Emergency services and local contacts**

**See Appendix A**

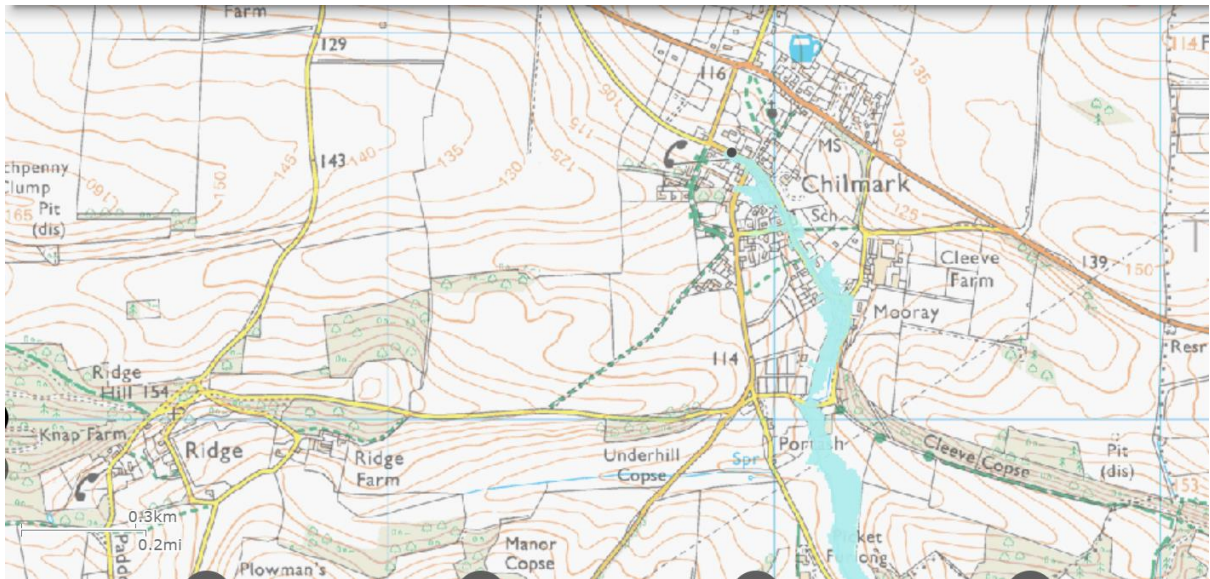
## **2.4 Places of safety and local resources**

**See Appendix B**



## 2.5 Map of Local Risks

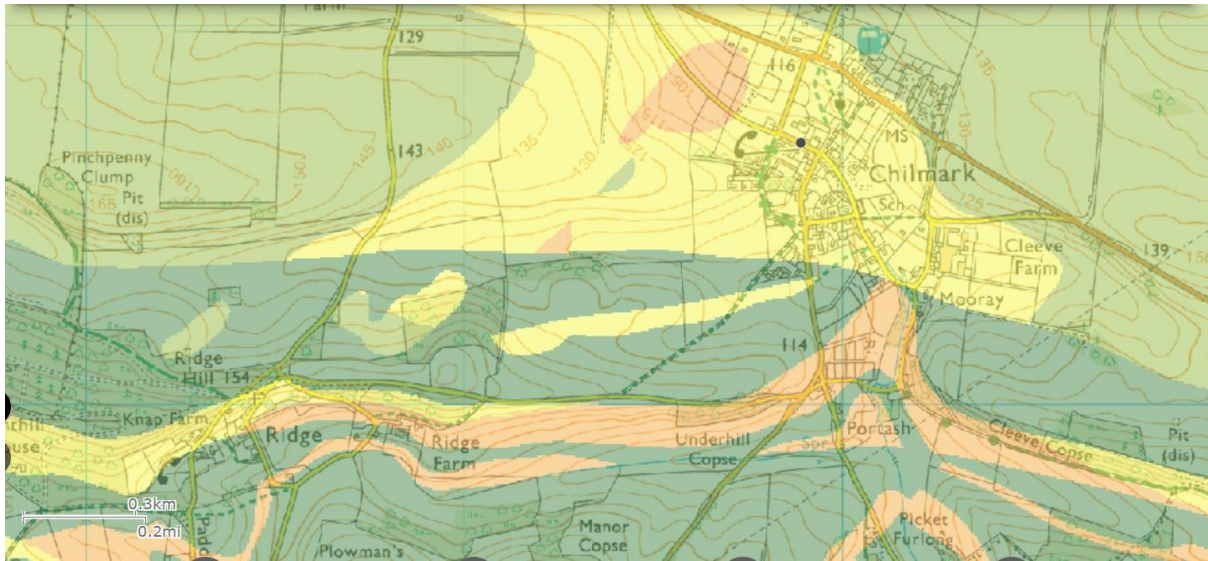
### 2.5.1 Risk from river flooding



### 2.5.2 Risk of Surface Water Flooding

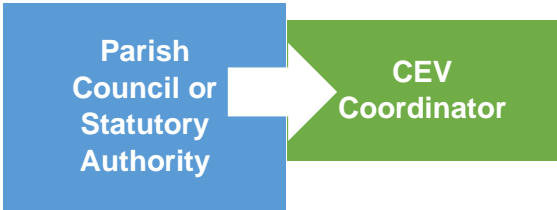



### 2.5.3 Risk of Ground Water Flooding



- No risk.
- Groundwater levels are at least 5m below the ground surface.
- Groundwater levels are between 0.5m and 5m below the ground surface.
- Groundwater levels are between 0.025m and 0.5m below the ground surface.
- Groundwater levels are either at or very near (within 0.025m of) the ground surface.

## 2.6 Action Cards

Community Emergency Volunteer Coordinator/Deputy	
Activation	Key Responsibilities
 <p>Parish Council or Statutory Authority</p> <p>CEV Coordinator</p>	<ul style="list-style-type: none"> <li>Coordinate the community response</li> <li>Ensure Health and Safety (as advised) is followed</li> <li>Liaise with relevant emergency services/organisation/council</li> <li>Ensure action and decision are logged</li> </ul>
Actions	
<ol style="list-style-type: none"> <li>1. Initiate community response on receipt of a request from the emergency services</li> <li>2. Liaise with the emergency services for advice before taking further action</li> <li>3. Coordinate the organisation of the community volunteers</li> <li>4. Keep an eye on Health and Safety of the volunteers</li> <li>5. Record all decisions and actions of the community</li> <li>6. Coordinate the requests for extra resources – in liaison with the council</li> </ol>	

Community Volunteers	
Activation	Key Responsibilities
 <p>CEV Coordinator</p> <p>Deputy CEV/Community Volunteers</p>	<ul style="list-style-type: none"> <li>Help with community tasks</li> <li>Collect community information</li> <li>Help disseminate information</li> <li>Assist in incident response (sand bagging, flood monitoring etc)</li> </ul>
Actions	
<ol style="list-style-type: none"> <li>1. Only carry out tasks you are comfortable with or trained to do (entering running or deep water is not permitted)</li> <li>2. Follow the direction of the CEV Coordinator</li> <li>3. Help collect information or disseminate to the local residents/community members</li> <li>4. Help identify those vulnerable in certain incidents alongside potentially checking on them.</li> <li>5. Monitor at risk areas (particularly seasonal risks)</li> <li>6. Help with the clearing of paths in icy or snow conditions</li> <li>7. Identify areas where gully or drain clearance needs to be done (report to Wiltshire Council via the app)</li> </ol>	

