

Charney Bassett Community Emergency Plan

Plan last updated on: 1 April 2020

If you are in immediate danger call 999

Plan distribution list

Name	Role	Phone number/email address	Comments
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Emergency Planning Unit	Oxfordshire County Council	01865 323765 www.oxfordshire.gov.uk	
Mr D Nellist	Charney Bassett Emergency Co-ordinator	01235 868593 tedn@btinternet.com	
Mr T Brown	Parish Clerk	01235 868282 parishclerk@charney-bassett.org.uk	Parish Clerk to issue to all members of Emergency Co-ordination Group
Mr J Wright	Charney Bassett webmaster	01235 867418 charneybassettwebmaster@gmail.com	
Mrs S Wright Mrs A Graham	Communications Group	01235 867418 01235 868974 echatter@btinternet.com	

Plan amendment list

Date of amendment	Date for next revision	Details of changes made	Changed by
5 Apr 2015		initial draft	DN
13 Jan 2016		Draft	DN
23 Jan 2016		Village street map added	DN
25 Jan 2016		Volunteers added	DN
31 Jul 2018		Contacts amended	DN
31 Oct 2019		Reference to defibrillator. Local skills list populated with people to be asked to participate.	DN
31 Mar 2020		Amendments following PC discussion	DN
1 Apr 2020		Addition of telephone numbers	DN

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Local risk assessment

Risks	Impact on community	What can be done to prepare?
River Ock and tributary water courses can flood adjacent land when blocked and/or due to excessive precipitation.	<ul style="list-style-type: none"> • Low lying dwellings and other buildings may be flooded. 	<ul style="list-style-type: none"> • Riparian landowners to keep waterways clear of obstruction • Residents to improve home flood defences • People to consider to sign up for Environment Agency Flood Warnings • Find out what community resilience support is available from local authorities • Research Environment agency advice
Heavy snowfall limits road access to village	<ul style="list-style-type: none"> • Routes to/from village difficult to use • Roads and paths slippery for users / hazardous to use 	<ul style="list-style-type: none"> • PC to Ensure adequate supply of salt in bin • Consider path clearance plan including residents own path clearance and how to request help • Land owners to consider where they could undertake snow clearance • Salt and grit is available from bin near bus stop • Be aware of your neighbours
Wide scale utility failure affecting local area	<ul style="list-style-type: none"> • Impact on ability to cook or store food • Loss of heating and lighting • Loss of phone and internet services including emergency contacts • Need to collect water from distribution points 	<ul style="list-style-type: none"> • Encourage vulnerable people to register with utility companies to receive priority services • Encourage good neighbour behaviour to identify/support people needing assistance • Prepare utility outage annex • Be aware of your neighbours • Refer to telephone list "Important telephone numbers" below

Risks	Impact on community	What can be done to prepare?
Aircraft Crash or Road Accident	People injured Houses and other buildings damaged Fire	Contact details for emergency services are published in "Important telephone numbers" below Residents to ring 999 Residents to notify Emergency Co-ordination Group Residents are to be aware of risk of explosion and fire Residents are to consider having smoke alarms fitted. Call Fire and Rescue Service if injuries are incurred It should be noted that vehicles parked where they cause an obstruction may contribute to a road accident and may delay rescue services and ambulances attending the accident. This includes vehicles parked on pavements. Unadopted roads (The Green, Chapel Lane and The Bridlepath) are private and should not be used for parking.

Emergency coordination group

Name	Contact number(s)	Email	
Mr D Roberts	01235 868285	dabe26@hotmail.co.uk	
Mr D Nellist	01235 868593	tedn@btinternet.com	
Mrs K Adamson	07990 578392	theadamsonfamily@hotmail.com	
Ms E Campbell	01235 868710	steve_evelyn@btinternet.com	
Mrs M Castle	01235 868371	marycastle476@gmail.com	
Mr T Brown	01235 868282	parishclerk@charney-bassett.org.uk	

Local skills and resources assessment

Skill/Resource	Who?	Contact details	Address / location	Type of emergency
Defibrillator	Public	Dial 999 for access code	In former telephone box at the corner of New Road and Main Street	To treat anyone with heart failure. See Appendix A
Nursing	Philippa McRobert			Advice on action to treat minor injuries.
Heavy machinery	Dave Godfrey			Removal of trees and vehicles obstructing road
Chain saw	John Gildersleeves	07393 195949		Cutting branches which are obstructing road
Chain saw	John Daglish	01235 868557		Cutting branches which are obstructing road
Village Hall	Keyholders			List is pinned to noticeboard outside Village Hall entrance
Vet	Ruth Clements	7807609839		Triage and advise on safe handling, movement or restraint of any animal species involved in an incident

Manpower	Peter Busby			Where hands are needed to manage an emergency, eg to direct traffic (Charney Army)
Medical doctor	Dr Francis Campbell	07807 609839		Advice on action to treat minor ailments and injuries
Mr J Wright	Charney Bassett webmaster	01235 867418 charneybassettwebmaster@gmail.com		To circulate information to villagers
Mrs S Wright Mrs A Graham	Communications Group	01235 867418 01235 868974 echatter@btinternet.com		To circulate information to villagers

Identified community meeting points & survivor reception centres

Building	Location address	Potential use in an emergency	Contact details of key holder (24hr)	Approximate capacity
Village Hall	Chapel Lane	Shelter Survivor reception centre Meeting place	John Wright 01235 867418 Keyholders listed on Hall noticeboard adjacent to main door	40 seated

Helping vulnerable people and communities in an emergency

[Use this space to record details of individuals or organisations who might be able to use their local knowledge to identify vulnerable communities or people during an emergency]

Organisation	Name and role of contact	Phone number

Activation triggers

[Use this space to record details of how your plan will be activated. You should include details of how the plan will be activated as a result of a call from the emergency services, and also how your community will decide to activate the plan yourselves, if the emergency services are unavailable]

1. When we get a flood warning
2. When the local authority emails a warning to community emergency plan holders
3. When we see a forecast of severe weather for our area
4. At the request of the emergency services/local authority to open and support a survivor reception centre
5. On loss of an essential service and restoration is thought to be more than 24 hours after initial interruption.
6. Notification by a resident to a member of Emergency Coordination Group that a road in the vicinity of the village is blocked
7. Unconscious person found in village. Action see Appendix A.

First steps in an emergency

	Instructions	Tick
1	Telephone 999 if there is a risk to life or property	
2	A resident contacts an Emergency Coordination Group member who notifies other ECG members	
3	Available Emergency Coordination Group Members to decide whether to activate Emergency Plan	
4	Emergency Coordination Group to meet formally using following agenda	

Community Emergency Group first meeting agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

Location of the emergency:

- 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. Who do we need to contact and what information do we need to provide?

3. How can we support the emergency response

4. What actions can safely be taken?

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

6. Any other issues/next meeting?

Agreed evacuation actions

1. Help the local authority with opening and supporting the survivor reception centre
2. Help police/local authority with door knocking
3. Tell emergency services who might need extra help to leave their home

Alternative communication arrangements

Agreed methods of staying in contact if usual communications have been disrupted.

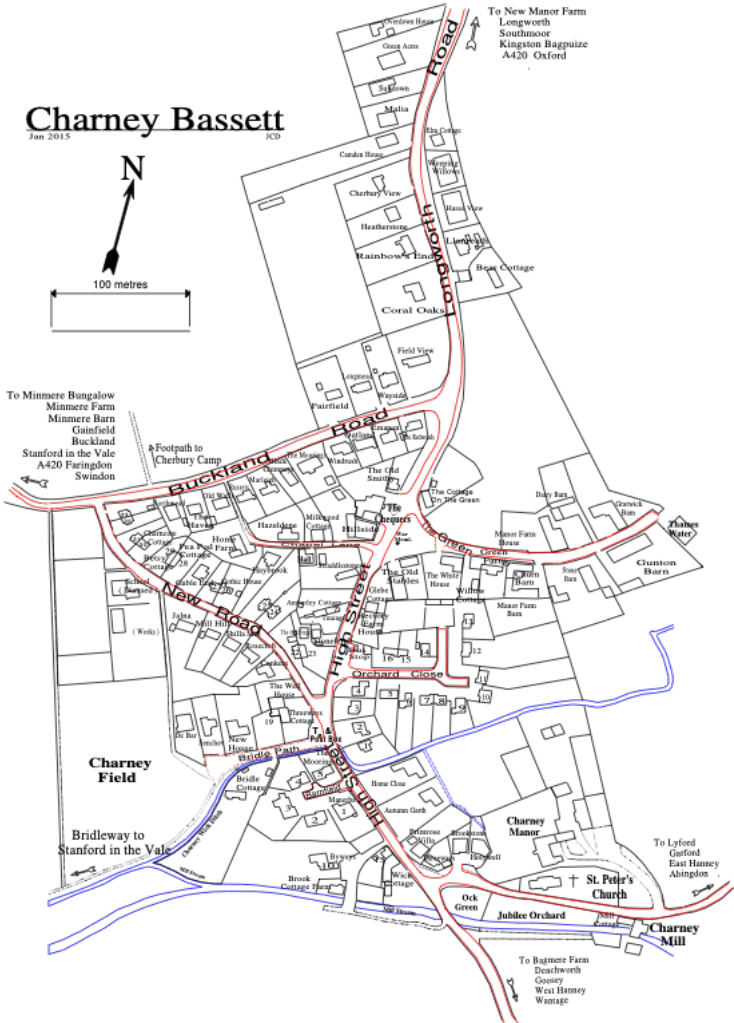
If all else fails MEET AT THE VILLAGE HALL

1. Knock the doors of other coordination group members
2. Pass notes via runners
3. Leave minutes of Emergency Coordination Group at designated place in the village hall ie. on notice boards inside and outside village hall. A copy should also be posted on the PC notice board at the bus shelter.

Important telephone numbers

Organisation	Contact for emergency planning team (where applicable)	General telephone no. for services (office hours)	In the event of an emergency
Vale of White Horse District Council	01235 540443	01235 520202	01235 524886
Oxfordshire County Council	01865 323765	01865 792422	
Oxfordshire County Council Highways			0845 310 1111
Fire & Rescue Service		01865 842999	999 or 112
Police		0845 8505505 or non emergency 101	999 or 112
Ambulance			999 or 112
NHS Direct		0845 4647	
Environment Agency		08708 506 506	0800 80 70 60
Floodline			
Thames Water		0800 3169800	
Electricity network provider		08000 483 516	08000 72 72 82
Gas network provider		0845 070 1431	0800 111 999
BT		0800 800 150 0330 123 4150 (mob)	0800 800 154

Maps



Return A

Once you have produced your plan, please help us to maintain the community emergency database up to date by completing the form below and returning it to the address provided at the bottom of the form.

Parish/Town Council Name:	
Parish/Town Clerk Name:	
Email address:	
Contact number(s):	
Parish/Town Chairperson:	
Email address:	
Contact number(s):	

To enable the emergency services to contact a member of your Emergency Co-ordination Group/Team, which numbers should they call? Please supply a minimum of two contact numbers.

Emergency Contact Numbers		
Name	During working hours	24 hours

Within your Parish/Town council area, are there buildings that could be used as a temporary place of safety (survivor reception centre) for local residents evacuated from their homes.

Survivor Reception Centres			
Facility	Address including postcode	24hr contact number(s) to open facility	Approximate seating capacity

Emergency Plan Information	Yes	No
We have a Community Emergency Plan		
We have a Specific Flood / Snow Plan		
We would be interested in attending an event where we could get help in drafting our Plan		

To return the information:

By Email: Complete the form, save to your computer, email as attachment to: emergency.operationscentre@oxfordshire.gov.uk

Fax: to 01865 713920

Post: Emergency Planning Unit, Woodeaton Manor, Woodeaton, OXFORD. OX3 9GU

Appendix A

Defibrillator

When a person becomes unconscious dial 999. An ambulance and first responder will be directed to the village immediately. If the victim has no detectable pulse you will be given the access code for the defibrillator unit which is housed in the former telephone box. Take the unit to the victim. Instructions will be given audibly by the unit for its use. It will not give shock treatment to someone who does not need it. Thus there is no danger of inappropriate treatment.

Insert description of operation and sequence of actions

Photo of instrument panel

Emphasise instruction is provided by 999 dial up