

# Barton Stacey Community Emergency Plan



If there is a risk to life or  
you are in immediate  
danger

**CALL 999**

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## Introduction

There may be a time when you are impacted by an unforeseen event which could have serious consequences but at that moment your life is not in immediate danger. At this time, it would be helpful to have a guide as how best to deal with that situation, know what resources are available to you as part of the community and how best to look after yourself and those around you.

Your Parish Council has, therefore, drawn up this Community Emergency Plan to provide that guidance. Whilst we have endeavoured to address the most likely scenarios, we will not have covered them all; flexibility and common sense are also required when dealing with an emergency.

The most important thing to remember is:

**DO NOT ENDANGER YOURSELF IN TRYING TO HELP OTHERS.**

## Objective

- Establish a community emergency team that will co-ordinate the community response and liaise with the emergency services and local authorities.
- Identify possible scenarios and the actions that need to be taken to minimise further harm/damage.
- Identify the resources available in the community to minimise the impact of the emergency and support the community.
- Establish a process whereby vulnerable people are fully supported throughout the emergency.
- To establish and maintain a key contact list that is available to everyone in the community.

## Community Emergency Team: contact details.

Name	Position	Responsibility	Mobile
<b>Sally Lawrence</b>	Parish Clerk	Lead Co-ordinator	07508 827820
<b>Duncan Clark</b>	Councillor	Support Co-ordinator (Barton Stacey)	07709 629264
<b>Derek Tickner</b>	Councillor	Support Co-ordinator (Bransbury)	07777 682112
<b>Derek Tickner</b>	Councillor	Support Co-ordinator (Newton Stacey)	07777 682112

## What is an emergency?

An emergency can be defined as:

“Any event (happening with or without warning) causing or threatening death or injury, damage to property or to the environment or disruption to the community, which because of the scale of its effects cannot be dealt with by the emergency services and local authorities as part of their day-to-day activities.”

## First steps in an emergency

If you become aware of a serious emergency/ incident, or you consider that one is threatening to develop, immediately call the emergency services on 999 with the following information:

- Your name, contact phone number (preferably a mobile) and your location.
- Full details of the situation as far as you are able to ascertain without putting yourself at risk.
- When: you first became aware of situation
- Where: Exact Location
- What: has happened and what is happening now
- Emergency service(s) required.
- Estimate of human casualties (if any)
- Estimate of animal casualties (if any)
- Hazards, road blockage.

## Activating the Community Emergency Plan

If you believe that the incident or emergency will have an impact on the village (including Bransbury and Newton Stacey), its infrastructure or any of the residents then, following your 999 call, you should take the following steps to help activate the Community Emergency Plan:

	Instruction	tick
1	Call 999 with information set out on page 3.	
2	Ensure you are in no immediate danger.	
3	<p>Contact the Lead Co-ordinator and relevant support Co-ordinator. Contact details are on page 2 of this document.</p> <p>Confirm that you think activating the Emergency Plan should be considered.</p> <p>Initial information should include:</p> <ul style="list-style-type: none"> <li>• Nature of emergency.</li> <li>• Actions already taken.</li> <li>• Any instructions received.</li> </ul>	
4	<p>If possible, keep notes and record including:</p> <ul style="list-style-type: none"> <li>• When 999 services contacted.</li> <li>• Estimated time of arrival of Emergency Services (if known)</li> <li>• Any decisions and actions you have already taken.</li> <li>• Anyone else you have contacted with timings.</li> <li>• Anything else you deem relevant and useful.</li> </ul>	
5	<p>Confirm with Lead Co-ordinator team if you think evacuation is required.</p> <p>Agree which is most appropriate reception centre.</p>	
6	Go to reception centre, meet Co-ordinator and debrief from notes.	

## Reception centre

In the event of an incident or emergency where the Lead and support Co-Ordinators consider that evacuation is required, the Barton Stacey Village Hall becomes the PRIMARY RECEPTION CENTRE.



The village hall is located on The Street, opposite the village shop.  
The key holders are:

Village Shop	Kevin and Lisa May	01962 760243
Village Hall Charity	Hazel Compton	01962 760411
PC Clerk	Sally Lawrence	07508 827820

NOTE: There are no telephone lines in the Village Hall so all communication will be by mobile phones.

In an emergency the reception centre will aim to provide the following:

- Shelter
- Warmth
- Hot food and drink
- An operations centre and RV for emergency services
- Information centre

## Secondary/ alternative reception centres

### All Saints Church, Barton Stacey

Village Centre



Key holders

Church Warden	Steve Brown	07974358830
Village Shop	Kevin and Lisa May	01962 760243

NOTE: There are no telephone lines in the Church so all communication will be by mobile phones.

### Barton Stacey Primary School

The Green, Roberts Road



Key holders/Contact

School Office	Donna Stokes	01962 760340
School Headmaster	Lee Stangroom	01962 760340

For Residents of BRANSBURY if unable to reach Barton Stacey Village

Emergency Rendezvous: Mill Steam House, Bransbury

For Residents of NEWTON STACEY if unable to reach Barton Stacey Village

Emergency Rendezvous: TBC

## Local risk analysis

What is the Emergency/ Incident?	Where is it?	Area of impact?	Likely need for trigger plan	What are the consequences /outcomes?	What can we do to lessen the impact after the event?
Major traffic accident (Village).	On a road within village area	Local access to properties and business premises	<b>Low</b>	<i>Police and Fire Brigade will co-ordinate response.</i> Roads blocked, buildings and village infrastructure damaged.	Review road markings, traffic calming measures etc
Major traffic event (A303).	On A303	Roads through village and Bransbury	<b>Low</b>	<i>Police will co-ordinate response.</i> Increased traffic	Liaise with TVBC, HCC and Highways as required
Fire, explosion/ gas leak.	At residential property within village	Local area around incident and access roads	<b>High</b>	<i>Police and Fire Brigade will initiate inner cordon.</i> Residents unable to access homes. Damage to property.	Trigger Emergency Plan. Open reception centre, provide shelter, warmth, food, and drink, first aid and information to those immediately impacted
Fire, explosion/ gas leak.	At business location within village	Local area around incident and access roads	<b>High</b>	<i>Police and Fire Brigade will initiate inner cordon.</i> Residents unable to access homes. Staff unable to access workplace/car and personal possessions.	As above
Burst water mains.	Within village environs	Area local to leak.	<b>Medium</b>	Residents unable to access homes. <i>Responsibility eventually handed to Southern Water.</i>	Contact vulnerable residents to ensure they have sufficient provisions and other needs whilst water impacting access.

Long term power failure.	Within village environs	Area local to outage.	<b>Medium</b> (Depends on length of outage)	Residents unable to remain in homes due to lack of essential services. <i>Responsibility eventually handed to Service provider</i>	Contact vulnerable residents to ensure they have sufficient provisions and other needs whilst without power.
Flooding.	Within village environs	Area local to flooding.	<b>Medium</b> (Depends on severity of flooding)	Residents unable to remain in homes due to lack of essential services. Access difficult.	Contact vulnerable residents to ensure they have sufficient provisions and other needs whilst flooding impacting access. Provide alternative shelter (reception centre) should flooding look to become life threatening.
Gales/Storm.	Within village environs and roads leading into and from village	Entire area of storm/gale	<b>High</b>	Power and phone lines down. Roads blocked. Trees fall on houses. Residents unable to remain in homes due to lack of essential services and damage.	Contact vulnerable residents to ensure they have sufficient provisions and other needs whilst storm impacting essential services. Trigger Emergency Plan should impact become life threatening or prolonged.
Heavy snow.	Within village environs and roads leading into and from village	Entire area	<b>Medium</b>	Roads blocked. Power and phone lines down. Roads/pavements treacherous for residents. No access to shops/services	Contact vulnerable residents to ensure they have sufficient provisions and other needs whilst snow impacting access. Trigger Emergency Plan should impact become life threatening or prolonged.
Heatwave/ Drought.	Entire area	Entire area	<b>Low</b>	Vulnerable residents in distress	Check on vulnerable residents. Govt guidance

## Vulnerable people

It is important to ensure that isolated and/or vulnerable people are contacted to see if they need assistance during any of the scenarios (and any other emergency) outlined earlier in this plan.

Emergencies can make anyone vulnerable, and they make life more difficult for those who are already vulnerable. Being vulnerable means different things to different people and vulnerabilities can vary in their duration. The elderly, infirm and immobile are the most obvious people to consider when identifying those who may need your help in an emergency, but you should also identify those, for example, who have recently had an operation, can no longer drive, have limited mobility, are hard of hearing or poor sighted. In normal circumstances, these people are unlikely to need extra support, but an emergency scenario could change that.

Barton Stacey, Bransbury and Newton Stacey are all community villages and people automatically help their families, friends and neighbours during times of need. In the unlikely event that the Emergency Plan is triggered, it is important that special thought and consideration is given to those vulnerable people in your immediate neighbourhood. Better 2 or 3 people checking up on someone than nobody at all.

## Supporting vulnerable people in an emergency

Data protection and GDPR regulation makes it difficult to hold and then update a centralised list of vulnerable people in our community. Therefore, we have to rely on the goodwill and "Good Neighbourliness" of all residents when addressing the issue of supporting vulnerable people in an emergency situation.

Please think about those in your local area who you think might be vulnerable in such circumstances.

You can help by:

- Door knocking to deliver emergency message.
- Identify those who may need extra assistance to move to reception centre/ other place of safety.
- Providing that assistance.
- Ensuring that names are added to any control list set up in the reception centre.
- Contact relatives if requested.

## First Emergency Meeting

The Lead Co-ordinator and support co-ordinator will aim to alert all members of the PCC and any other person deemed as key in that situation and ask them to come to the designated reception centre.

When sufficient people are present, the lead co-ordinator should call an informal meeting. As each emergency is different, an agenda is not helpful, but the aim of this meeting should, at the minimum, aim to:

- Make all present aware of current situation.
- Update on any Emergency Services response and requirements.
- Appoint a person to establish, manage and update a vulnerable people list.
- Appoint a person to identify needs and liaise with local resources and equipment providers.
- Appoint a person to liaise with Emergency Services and other stakeholders.
- Appoint a person to liaise and organise provision of hot drinks, food and blankets as required.

## Local resources

### Services

Service	Contact	Location	Phone
<b>Medical assessment</b>	Emergency services		999
<b>Food and drink</b>	Village Shop	Barton Stacey	01962 760243
<b>Food and drink</b>	The Swan pub	Barton Stacey	01962 760470

### Equipment

Equipment	Contact	Location	Phone/Email/other
<b>First aid equipment</b>	Defibrillator	Village Hall	Code is 1792
	Defibrillator	School	Code is 1792
<b>Tractor and trailer</b>	Peter Read	Cocum Farm	peter.cocum@gmail.com
<b>Chain saws</b>	Matt Dewey		
<b>Diggers</b>	Dave Biles		
<b>Walkie talkies</b>	Fete Committee		
<b>Generators</b>	PC TBC		
<b>Sand bags</b>	TVBC	Andover	01264 368000
<b>Spot-lights</b>	Tom Rippon		

## Distribution list

Name	Position	Phone/email
<b>All Parish Councillors</b>	PC	PC distribution
<b>Lee Stangroom</b>	Headmaster	01962 760340
<b>Steve Brown</b>	Church warden	
<b>Shaun Howe</b>	MOD liaison (DIO) Defence Infrastructure Organisation National Armaments Director Group UK Defence Training Estate South East	HQ Longmoor Camp, Liss, Hampshire GU33 6EL +44 303379 4294
<b>Cllr David Drew</b>	TVBC liaison	01264 368000
<b>Kevin and Lisa May</b>	Village Shop	01962 760243
<b>Annie McCarthy</b>	Swan Pub	01962 760470

## Other useful contact numbers

Service	Contact	Comment
<b>Emergency Services Police/ Fire / Ambulance</b>		<b>999</b>
<b>TVBC</b>	01264 368 000	24 hour service
<b>HCC</b>	0300 555 1375	Weekdays only
<b>Environment Agency</b>	0345 988 1188	Flood line (helpline)
	0800 80 70 60	To report a live flooding incident
<b>Southern Water</b>	0330 303 0368	
<b>Scottish and Southern</b>	0800 072 7282	
<b>Report a power cut</b>	105	All electricity suppliers
<b>Gas Emergency</b>	0800 111 999	
<b>Royal Hampshire County Hospital, Winchester</b>	01962 863535	
<b>Gratton Surgery</b>	01962 760394	Weekdays (8:00-18:30)

# Map



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