

# Little Somerford Community Emergency Plan (CEP)

If there is a 'declared emergency' in your local area Wiltshire Council will be in touch. Helpful advice can be found in this CEP or via the Wiltshire Council website - <http://www.wiltshire.gov.uk/civil-emergencies>

**HARD COPIES OF THIS PLAN ARE LOCATED IN THE VILLAGE HALL, CHURCH AND SOMERFORD ARMS.**

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

## Version Control:

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# INTRODUCTION AND PURPOSE OF CEP

## **What is a Community Emergency Plan?**

A Community Emergency Plan (CEP) is a tool that can be used to help the community effectively manage a serious emergency or major incident that might occur in their parish.

Wiltshire Council has plans in place for larger events that stretch the resources of the emergency services and affect large numbers of people and/or the environment. These events are known as “**declared emergencies**”. Local knowledge and community resources are often invaluable during an emergency and the Parish Council has a key role to play. Emergency services use the term ‘Major Incident.’ The Emergency Services work under the JESIP (Joint Emergency Services Interoperability Programme) principles.

<https://www.jesip.org.uk/home>

The Parish Council will be notified as soon as possible, of a Major Incident, which may affect them. The community might be asked to mobilise their emergency response, at which point the CEP would be activated.

In a wide-area emergency that impacts on many wards, initial notification is likely to come from the Emergency Co-ordination team at the Council by email, telephone or over the radio/tv. Undoubtedly social media will also be used to engage with residents. However, in the event of a localised emergency that impacts a small area, the Parish Council will be expected to be contacted by a Wiltshire Council Officer. There may be circumstances when the local community decides that an incident is sufficiently serious that it will take the decision to activate the Plan without further notification.

During an emergency Wiltshire Council’s website should be fully updated with information. The three blue light services of Wiltshire Police, Wiltshire & Dorset Fire and Rescue Service and South West Ambulance Service Trust will also update their respective websites.

## **What it is not**

The Community Emergency Plan is not intended to replace the emergency services and other emergency responders. It provides a framework and starting point to support the local community at times of emergencies until such time as other responders are on the scene.

## **Contacting the Local Authority**

We are asked to let Wiltshire Council know to what extent our community has been affected by the emergency and whether there are vulnerable people that need particular support.

## **Plan Maintenance**

To ensure that the CEP is up to date and fit for purpose it will be reviewed on an agreed frequency and during this review each section will be checked for accuracy. The CEP Co-ordinator will be responsible for reviewing the Plan and will report back to the Parish Council to confirm that the review has taken place.

It is imperative that updates or changes to the plan are approved by the appropriate persons (i.e. Emergency Response Team, Parish Council etc) before a final version is distributed.

The CEP Co-ordinator is responsible for reviewing the plan and must ensure that those on the distribution list receive an updated version.

The CEP will be exercised occasionally, and the Co-ordinator will be responsible for arranging the exercise. All who are involved in the Plan must be made aware of their role and that they might be contacted during an emergency.

The CEP Co-ordinator is also responsible for making sure that the plan complies with Data Protection and all other appropriate legislation.

### **Emergency Response Team**

In the event of the CEP being activated, the following Parish Councillors have agreed to form the **Emergency Response Team (ERT)**. Any of those named below who are available at the time of an incident, along with any others named in this CEP will provide support where necessary but should in all scenarios contact the relevant emergency services.

<b>Name and email:</b>	<b>Role:</b>	<b>Mobile</b>
<b>Pauline Cameron</b>	<b>Chair</b>	<b>07929888329</b>
<b>David Orchard</b>	<b>Vice Chair</b>	<b>07799544817</b>
<b>Samantha Orchard</b>	<b>Parish Councillor</b>	<b>07919238468</b>
<b>Julie Frayling</b>	<b>Parish Councillor</b>	<b>07767216725</b>
<b>Caroline Minshell</b>	<b>Parish Councillor</b>	<b>07900 607727</b>

### Emergency contact list – External

Wiltshire Council Highways, Social Care, Emergency Transport Community Emergency Planning	<b>Name:</b> Wiltshire Council
	<b>Role:</b> Highways, Social Care, Emergency Transport
	<b>24hr telephone contact:</b> 0300 456 0100
	<b>Email:</b> <a href="mailto:EPRR@wiltshire.gov.uk">EPRR@wiltshire.gov.uk</a> (only during an incident)
Police Neighbourhood Team	<b>24hr telephone contact:</b> Tel: 101 <b>Email:</b> is <a href="mailto:force.servicedesk@wiltshire.police.uk">force.servicedesk@wiltshire.police.uk</a>
Wiltshire Council Weather Team	<b>FOR PROVISION OF SALT AND GEL SACS IN OCTOBER:</b>  <b>Weather &amp; Drainage Technical Officer Department of Highways &amp; Transport Wiltshire Council</b>  <b>Tel:</b> 01225 712816 <b>M.</b> 07826 943272 <b>Email:</b> <a href="mailto:jack.francis@wiltshire.gov.uk">jack.francis@wiltshire.gov.uk</a>
National Flood Emergency	<b>Floodline Tel:</b> 0345 988 1188

### Community volunteers

Local salt supply	<b>Pauline Cameron - 07929 888329</b>  <b>Note:</b> <i>Salt / grit bins are located on the Hill, at the top, half way down The Hill and near the Somerford Arms.</i>
4x4 and tractor/s	<b>Robert Simmons - 07812998910</b>
Emergency Response Team	<b>Parish Councillors named on page 4</b>
Local nurse	<b>Pauline Cameron (contact details on page 4)</b>

### First steps in an emergency

	Instructions
1.	Call 999 if there is an emergency (unless already alerted)
2.	Ensure there is in no immediate danger
3.	Send messages to community volunteers
4.	Notify local authority of any issues that cannot be managed locally
5.	De-fibrillator is located on the wall at the Somerford Arms pub What3words location: <b>suppose.notch.workbench</b> <a href="https://what3words.com/suppose.notch.workbench">https://what3words.com/suppose.notch.workbench</a>

### Key locations identified as places of safety

Building	Location	Potential use in an emergency	Contact details of key holder
St John's Church	SN15 5JW	Shelter, toilets and kitchen.	Robert Gawthrop - 01666 510339
Village Hall	Mill Lane, SN15 5JN	Shelter, toilets and kitchen.	Rachel Nuttel – 01249 720 978
The Somerford Arms pub	The Hill, SN15 5JP	Shelter, toilets and feeding facilities	01666 826 535

### Alternative communications

Communication Type	Name of contact	Location
Local Radio Station	<b>BBC Wiltshire Radio</b> Main switchboard: 01793 513626 <b>Heart Radio</b> Main Switchboard: 01793 842600	Swindon Swindon
Website	Councillor David Orchard  Mob: 07799544817	<a href="https://littlesomerfordparishcouncil.gov.uk/">https://littlesomerfordparishcouncil.gov.uk/</a>
Facebook	Parish Councillors named on page 4	<a href="https://en-gb.facebook.com/groups/406063649557764/">https://en-gb.facebook.com/groups/406063649557764/</a>

### Activation triggers

1. **FLOOD** - When we receive a flood warning, turn to Annex A
2. **SNOW** – When we receive a snow warning, turn to Annex B
3. **LOSS OF UTILITIES** – When electricity, gas, water is lost, turn to Annex C
4. **ANIMAL HEALTH** – When disease is declared, turn to Annex D
5. **FUEL DISRUPTION** – When there is information in the news, turn to Annex E
6. **MAJOR EMERGENCY/MAJOR INCIDENT** – see Annex F

## **ANNEX A**

### **FLOOD PLAN**

**TRIGGER:** Local flood alert from environment agency, or local knowledge

**1. Map showing areas at risk of flooding - see page 14**

- Drains and gullies
- Roads, bridges and crossing points that are at risk of closing

**2. Contact details - see page 10**

- Farmers who can assist
- Local Highways Engineer (Wiltshire Council)
- Flood and Drainage Team (Wiltshire Council)
- Environment Agency

**3. Preparatory work**

- If there are drains/gulley's which flood and makes it dangerous for drivers when it rains contact Local Highways team in summer months. .

**4. Actions when a flood warning has been issued**

- Update Facebook Parish Councillors



## ANNEX B

### SNOW PLAN

**TRIGGER:** Alert from Wiltshire Council Severe Weather Officer, or local knowledge

#### 1. Map showing Gritting Route - see page 15

Link to online Gritting routes –

Primary Routes - [https://www.wiltshire.gov.uk/media/5146/Primary-Salting-Routes-2020-21/pdf/Wiltshire\\_Council\\_Primary\\_Routes\\_2020-21.pdf?m=637419035512000000](https://www.wiltshire.gov.uk/media/5146/Primary-Salting-Routes-2020-21/pdf/Wiltshire_Council_Primary_Routes_2020-21.pdf?m=637419035512000000)

Secondary Routes - [https://www.wiltshire.gov.uk/media/5147/Secondary-Salting-Routes-2020-21/pdf/Wiltshire\\_Council\\_Secondary\\_Routes\\_2020-21.pdf?m=637419104501200000](https://www.wiltshire.gov.uk/media/5147/Secondary-Salting-Routes-2020-21/pdf/Wiltshire_Council_Secondary_Routes_2020-21.pdf?m=637419104501200000)

Salt / grit bins are located on the Hill, half way down The Hill, and near the Somerford Arms.

Priority areas that will be gritted by Parish Council:

- Roads that are gritted by Wiltshire Council: The only road normally gritted by the Council is the route from Little Somerford via the village centre to Dauntsey.
- Areas at most risk: The Hill and Clay Street as these are steep roads out of the village to the main road which would need to be used in an emergency by vehicles.
- Location of salt store East End Lane, Charlie Gawthropp.

#### 2. Contact details - see page 5

- Volunteers / Emergency Response Team
- Farmers with salt/gritting equipment
- 4 x 4 drivers
- Wiltshire Council Severe Weather Team

#### 3. Preparatory work

- Check grit bins, and contact Severe Weather team requesting salt if necessary.
- Submit article for **November** edition of The Signpost

#### 4. Actions to be taken for Snow Event or Cold Weather Alert

Put warnings on Facebook: <https://en-gb.facebook.com/groups/406063649557764/>

Notify Councillor David Orchard to mobilise salt stores

Ask snow volunteers to grit pavements – bring your own shovel please!  
Volunteers to be recruited by Emergency Response Team

## ANNEX C

### LOSS OF UTILITIES

#### TRIGGER: Loss of supply

##### 1) Electricity

###### Scottish and Southern Energy

###### i) Preparation:

Download 'Power Track' App for smartphones (shows outages on a map)

Create <http://www.ssepd.co.uk/Powertrack/> as a favourite on your web browser

Encourage vulnerable people to join the 'Priority Services Register' 0800 294 329

Contact voluntary groups to check welfare of vulnerable people during an outage.

If prolonged period of outage consider opening a rest centre

Call 0800 072 7282 for information (0345 0721905 from a mobile phone)

##### 2) Water

###### Wessex Water

- Keep <http://www.wessexwater.co.uk/> as a favourite on your web browser • Emergencies and operational problems Telephone 0345 6004600
- Emergencies and operational problems Telephone 0345 600 4 600
- Encourage vulnerable people to join the 'Customer Care Plus' 0345 600 3 600

##### 3) Telephone

###### BT

Faults:

[https://www.bt.com/consumerFaultTracking/public/faults/tracking.do?pagelId=2&s\\_cid=con\\_FURL\\_faults&utm\\_source=ATL&utm\\_medium=FURL&utm\\_content=R&utm\\_campaign=faults](https://www.bt.com/consumerFaultTracking/public/faults/tracking.do?pagelId=2&s_cid=con_FURL_faults&utm_source=ATL&utm_medium=FURL&utm_content=R&utm_campaign=faults)

Call: 0800 800 151 (landline) or 0330 123 4151 (mobile)

Service Status:

[https://www.bt.com/consumerFaultTracking/public/faults/tracking.do?pagelId=31&s\\_intcid=con\\_L1:problem%20with%20service:L2:Problem%20with%20phone:fault%20check](https://www.bt.com/consumerFaultTracking/public/faults/tracking.do?pagelId=31&s_intcid=con_L1:problem%20with%20service:L2:Problem%20with%20phone:fault%20check)

Vodafone	0333 040191
O2	0344 809 0202
EE	0800 952 6000

### WEATHER

Wiltshire Council Emergency contact: Jack Francis Tel 01225 712816 M. 07826 943272

[weather.team@wiltshire.gov.uk](mailto:weather.team@wiltshire.gov.uk)

Wiltshire Council Online Gritting routes:

<http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/gritting.htm>

Meteorological Office Weather Warnings

<http://www.metoffice.gov.uk/public/weather/warnings>

Environment Agency National Floodline: 0345 988 1188

[www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)

## ANNEX D

### ANIMAL HEALTH

#### TRIGGER: Notification of infected premises

The risks of disease being spread by those seeking recreational access to the countryside are very small and can be reduced further by avoiding direct contact with animals.

In the event of a disease outbreak, there will be a presumption in favour of access to the countryside, subject to veterinary risk assessment.

However, restriction in the movement of animals, people and vehicles on and around infected site/premises may be put in place.

There may be disinfectants that need to be applied when entering / leaving affected premises.

#### 1) Animal Disease

These diseases have a serious economic impact for the farmer and will cause fluctuations in price of the meat, and animal products.

There may be restrictions put on movement around the infected premises in zones.

i) Diseases that affect only the animal.

Such as Foot and Mouth, Blue Tongue and Classical Swine Fever, etc.

Access to and from infected flocks/herds will be restricted, to isolate the disease.

ii) Zoo Notice Diseases

Diseases that can pass from animals to humans

Such as Avian Influenza, E.Coli, Salmonella, etc.

Access to the area and to animals will be restricted for infection control.

#### 2) Parish Council Actions:

Obtain up to date information from:

Department for Environment, Food and Rural Affairs.

<https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>

Animal and Plant Health Agency

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency>

- Liaise with Council Animal Health Team, 0300 456 0100
- Provide information to community about closed footpaths and bridleways.
- Provide information about alternative public byways which are suitable for exercising dogs, horses, etc.
- Check that positioning of public warning and information signage stays in place, and report to Council if tampered with/removed 0300 456 0100.
- Keep in touch with the affected farmer's family and check their welfare.

## ANNEX E

### FUEL DISRUPTION

#### TRIGGER:

**News about fuel disruption, such as tanker driver strike or supplies not reaching the UK.**

Fuel disruption can cause severe hardship in rural areas that rely on vehicles to get supplies, including food and medication.

1. Use your website, newsletter, etc. to advise the community to conserve fuel:
  - take fewer trips by car (walk to shops, school, etc)
  - encourage the use of public transport
  - use online shopping, if available.
  - List heated community buildings, if heating oil supplies.
  - promote Wiltshire's carsharing <https://wiltshire.liftshare.com/>
2. Identify priority workers in the community who will have preferential access to fuel. Can they offer lifts, or do shopping for their neighbours?
3. Check on the needs of vulnerable people in the community. Report anything to the Council that cannot be managed locally.
4. As most residents of Little Somerford run their heating and hot water on oil, it is important that vulnerable residents are checked on by their neighbours. For those who have wood burning stoves these should be used and wood should be donated to those who can't access wood stores. It may even be necessary to gather at the Somerford Arms, as a designated place of safety as this has a large log burner.
5. Nearest filling stations and opening hours.  
**BP Garage, A429 Lower Stanton St Quintin, Chippenham SN14 6BN - 01666 837161    Open 24/7**  
**BP Petrol Station, Crudwell Road, Malmesbury, SN16 9JL – 01666 824425**
6. Ask the community **not** to stockpile or panic-buy fuel (it can be very dangerous).

## **ANNEX F**

### **MAJOR EMERGENCY/MAJOR INCIDENT**

**TRIGGER:** Plane crash, train derailment, serious road traffic collision, explosion, chemical spill, etc.

#### **1. Set up a committee**

The Emergency Response Team should keep in contact. If the emergency services need your assistance, they will contact you using the contact details in this plan.

#### **2. Share message with the community**

Information on the disaster will be shared with the community. Depending on the nature and location of the disaster the local coordination centre will be opened to provide a central point for information dissemination. Social media will be used to help provide information

#### **GO IN**

Go indoors, close doors and windows and shut down ventilation systems if it is safe to do so. Unless there is an obvious risk to the property this will give you good short-term protection against the vast majority of hazards.

#### **STAY IN**

Stay indoors until you know more about the situation and the appropriate action you need to take to protect yourself further. The action you should take will be different depending on the nature of an incident so you could put yourself at more risk by not waiting for further instructions.

#### **TUNE IN**

Tune in to local radio and television to find out more about what is happening. If there is a major emergency radio and TV companies will interrupt programming to give the public safety advice and information about the incident.

#### **BBC Wiltshire**

Swindon : 103.6FM and 1368AM,  
West Wilts area including Chippenham: 104.3FM,  
AM frequency: 1332.

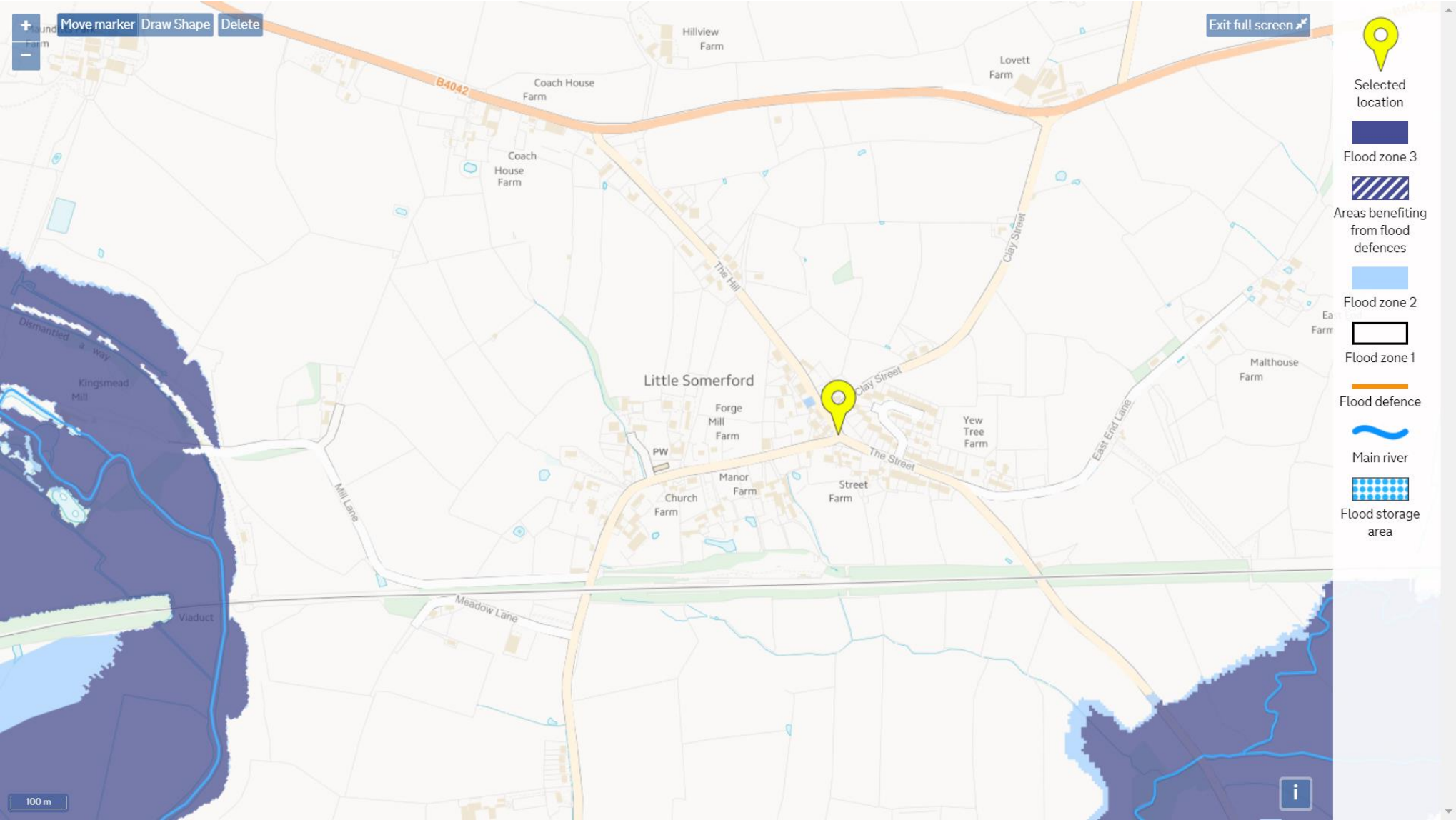
#### **Heart Radio**

Swindon 97.2FM  
Wiltshire 102.2FM

#### **3. Evacuation**

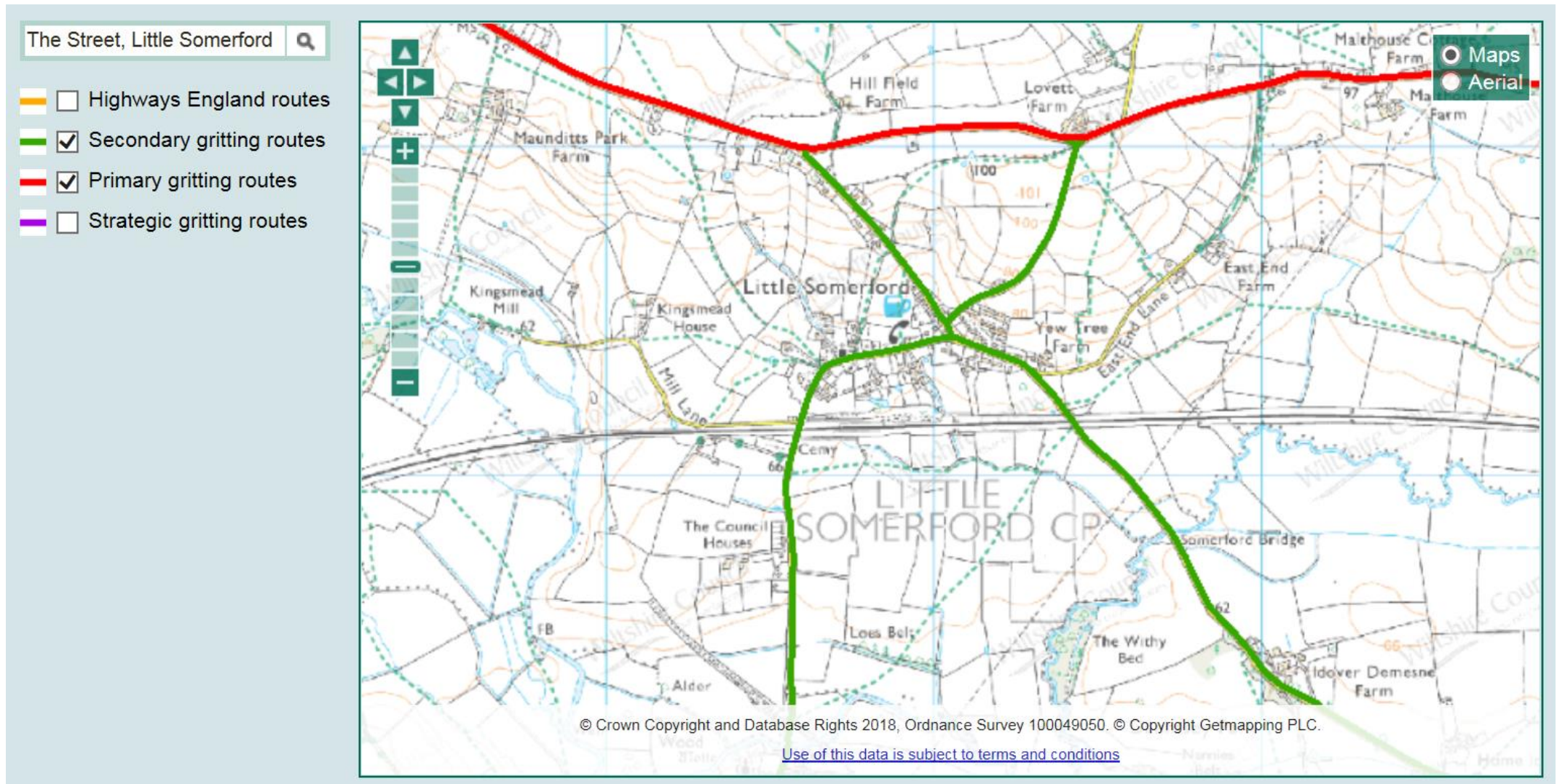
Consider putting the local place of safety on standby and activating the volunteer networks.

FLOOD RISK TO LITTLE SOMERFORD





## GRITTING ROUTES



### Annex G

Government advice and legislation is ever-changing as we try to deal with the Pandemic. The most up to date information on what we should be doing is listed below. It must be stressed that in this difficult time the community as a whole need to look after one another. Every effort should be made to check on vulnerable neighbours and offer help and advice where needed. Residents are encouraged to contact the Parish Council for further advice and assistance when vulnerable and isolated people are identified. Contact details can be found above. If required, the Parish Council will mobile support for people from the Community Support Group.

Government advice on how to deal with the Covid 19 Pandemic can be found here:

<https://www.gov.uk/coronavirus>

Medical advice about the Pandemic can be found on the NHS website here:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

Advice and resources on shielding can be found here:

<https://www.gov.uk/coronavirus-shielding-support>

Although the village does not have a local store, supplies can be found at Four Way Stores in Great Somerford.

**Great Somerford, Chippenham SN15 5EL**