

DRAFT

MERRIOTT EMERGENCY PLAN 2016

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Merriott Emergency Plan 2016

Merriott Parish Council

Community Emergency Plan

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

Community Emergency Plan for Merriott Parish

1. Emergency Co-ordinators

| | | | |
|---------------|-------------------|------------------------------|----------------------------|
| Chairman | Cllr Iain Hall | 53 Lower Street | 01460 73771 (07977 090768) |
| Vice Chair | Jim Shorting | 29 Higher Street | 01460 74270 (07710 132352) |
| Council Clerk | Katharine Sheehan | 16 Bincombe Drive, Crewkerne | 07526 933464 |

Parish Councillors

| | | | |
|------|---------------|----------------------|-----------------------------|
| Cllr | David Aslett | 17 Church Street | 01460 76324 |
| Cllr | Lucy Barnes | 8 The Piece, Hitchin | 07890 609958 |
| Cllr | David Collins | 46 Lower Street | 01460 279623 |
| Cllr | Caro Paine | 1 Lower Beadon | 01460 74638 |
| Cllr | Natalie Stahl | 2 Hitchin | 01460 41949 (07834 456376) |
| Cllr | Grant Wright | 25 Broadway | 01460 279897 (07733 108386) |

| | | | |
|---------------|--------------|----------------------------|--------------|
| District Cllr | Paul Maxwell | Chapel Cottage, Court Lane | 01460 271155 |
|---------------|--------------|----------------------------|--------------|

| | | | |
|--------------------|-----------------|-------------------------|--------------|
| Pavilion Caretaker | Martin Rowswell | 1 Melbury Row, Broadway | 07970 141945 |
|--------------------|-----------------|-------------------------|--------------|

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2. Distribution List - Copies of the plan are held at the following locations:

| |
|--|
| Clerk to the Merriott Parish Council |
| Merriott Parish Councillors / District Councillor |
| Village Hall |
| Post Office |
| Village website - www.merriottvillage.org.uk |
| Church |
| Notice Board at the Co-op - front page and details of location only |

3. Aims and Objectives

Aim of plan:

To allow the community to support itself in an emergency. Specifically, shelter during any emergency that affects the community when the normal response by the emergency services is delayed or overwhelmed due to the scope or nature of an incident.

Objectives of the plan:

In the event of an emergency being identified within the village all available members of the emergency management team will convene to determine what action is required.

In the event that only one member of the management team is available he / she will call for assistance from any available Parish Councillors.

They will call on the assistance of members of the community with relevant skills and equipment.

They will provide backup assistance to the emergency services when required to provide shelter and respite.

Should it be necessary to inform the village swiftly of a moving danger people will be contacted by telephone from a number of identified anchor points around the village. The sequence in which these anchor points will be contacted will be determined by the day and time of the emergency and its location.

The anchor points are identified in Appendix 1.

Premises, Properties, etc.

Appendix 2 holds details of premises which may be used as evacuation centres.

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4. Risk Analysis

Risk Matrix Score:

A = HIGH Likelihood and HIGH Impact
B = LOW Likelihood and HIGH Impact
C = HIGH Likelihood and LOW Impact
D = LOW Likelihood and LOW Impact

| Hazard | Risk Matrix Score |
|--------------------------------------|-------------------|
| Flooding | A |
| Total or partial loss of gas | B |
| Total or partial loss of electricity | B |
| Total or partial loss of water | B |
| Total or partial loss of telephone | B |
| Severe weather | B |
| Major fire | B |
| Loss or road access | D |
| Animals in distress | D |
| Blocked road by falling tree | B |
| Devastation | B |
| Garage / Post Office raid | B |
| Pharmacy / Co-Op / Osbornes raid | B |

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6. Communications

| Communication System | Contact / Responsibility | Comments |
|---|--|-----------------------------|
| Information Boards (Including location) | Chairman | Village Notice Boards |
| Local Council Meeting | Clerk to the Council | See website / notice boards |
| Merriott Messenger | merriottmessenger@gmail.com | |
| Anchor points around village | Call Emergency Coordinator | See Appendix 1 |

Emergency Action Check List

- * Dial 999 ensure the emergency services are aware of the emergency and follow any advice given
- * Contact your Local Council (see page 6)
- * Use the suggested log sheet on page 7 of the plan to record:
 - o Any decisions you have made
 - o Who you spoke to and what you said
- * Contact other members of the Community that need to be alerted:
 - o Those specifically under threat
 - o The local Council via the Clerk
 - o Volunteers and key holders that may be needed
- * Contact initially may be to inform them of the emergency or inform them of current Emergency Service regarding any action to be taken.

Community Emergency Meeting

- * Is a Community Emergency Meeting necessary?
- * Is the venue safe to hold the meeting and can people get there safely?
- * Has the District Council been informed you are holding a Community Emergency Meeting?
- * Has the Community been informed you are holding a Community Emergency meeting?
- * Take a copy of the First Agenda to the meeting?

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5. Standing Services and Useful Contact Numbers

| Organisation | Emergency Number | Non-Emergency Number |
|-----------------|------------------|----------------------|
| Police | 999 | 101 |
| Fire and Rescue | 999 | 01392 872 200 |
| Ambulance | 999 | |
| Coastguard | | |

| Utility Companies * | Function | Provider | Telephone | 24 Hour Emergency No. |
|---------------------|----------|----------------------------|----------------|-----------------------|
| Gas | | Various | | 0800 111 999 |
| Electricity | | Western Power Distribution | 0800 096 3080 | 0800 6783 105 |
| Water | | Bristol Water | 0345 702 3797 | 0800 801 011 |
| " | | South West Water | 0344 346 2020 | 0800 230 0561 |
| " | | Wessex Water | 0345 600 4 600 | 0345 600 4 600 |
| Telephone | | British Telecom | 0800 800 150 | 0845 800 151 |
| Leakstoppers | | | | 0800 692 0692 |
| Floodline | | | | 0345 988 1188 |
| Sewage Floodline | | | | 0845 850 5959 |

* Utilities are now provided by a number of different companies. Gas leaks should be reported to National Grid (number above). The same applies to electricity, but there are only two-power distribution companies, the majority of the County lies within the Western Power Distribution area, although Scottish and Southern Energy provide for parts in the east and south of the county. They will take calls and either redirect you or give the correct number.

| Useful Contacts | Telephone Number | Website |
|------------------------------------|--|--|
| Environmental Agency | 0800 80 70 60 | www.environmental-agency.gov.uk |
| Environmental Agency flood line | 0845 988 1188 | apps.environmental-agency.gov.uk/contact |
| Met Office | 0870 900 0100 | www.metoffice.gov.uk |
| Tornado Warnings | | www.torro.org.uk |
| BBC Weather Warnings | | www.bbc.co.uk/weather |
| West One Surgery, Crewkerne | 01460 75746 | www.westonesurgery.co.uk |
| Crewkerne Health Centre | 01460 72435 | www.crewkernehc.co.uk |
| Somerset Out of Hours Care Service | 111 | |
| Locksmith - The Menders, Crewkerne | 01460 77955 | www.southwestshoerepair.com |
| NHS Direct | 0845 4657 /111(non-emergency) | www.nhsdirect.nhs.uk |
| Crimestoppers | 0800 555 111 | www.crimestoppers-uk.org |
| Victim Support | 0845 30 30 900 | www.victimsupport.org.uk |
| Cruse Bereavement | 0844 4779 400 | www.crusebereavementcare.org.uk |
| SAMARITANS | 08457 90 90 90 | www.samaritans.org.uk |
| Somerset County Council | 0845 345 9166 / 08000 921 776 (emergencies only) | www.somerset.gov.uk |
| Mendip District Council | 0300 303 8588 | www.mendip.gov.uk |
| Sedgemoor District Council | 0845 408 2540 | www.sedgemoor.gov.uk |
| South Somerset District Council | 01935 462462 | www.southsomerset.gov.uk |
| Taunton Deane Borough Council | 01823 356356 | www.tauntondeane.gov.uk |
| West Somerset Council | 01643 703704 | www.westsomersetonline.gov.uk |
| Civil Contingencies | 0845 345 9188 | |
| Public Transport | 0300 123 2224 | transport@somerset.gov.uk |
| Kingfisher Veterinary Practice | 01460 72443 | www.kingfishervets.co.uk |
| Pharmacy | 01460 72222 | www.merriottpharmacy.co.uk |
| Pre School | 01460 72547 | |
| First School | 01460 72547 | |
| Wadham School, Crewkerne | 01460 270124 | |
| Charlotte Hamlin, Childminder | 01460 73361 | www.merriottchildminder.co.uk |
| Merriott Childcare Solutions | 01460 74086 | www.merriottchildcare.co.uk |

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Under no circumstance should you put yourself or others
at risk to fulfil these tasks

Log Sheet

| Time | Information / Decisions | Name |
|------|-------------------------|------|
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Appendix 1 – Docking Points

| Location | Contact Number | Times |
|--------------------|----------------|---|
| Pre School | 77922 | Monday - Friday : 0900 - 1500 in term times (as First School) |
| First School | 72547 | Term Times |
| Osbornes, Broadway | 73459 | |
| Garage, Broadway | 78716 | |
| Pharmacy | 72222 | Monday - Friday : 0900 - 1800 |
| Co-op | 72988 | Monday - Sunday : 0700 - 2200 |
| Kings Head | 78912 | Monday - Sunday |
| Swan Inn | 75699 | Mon to Wed 0600 - 2300 : Frid & Sat 1200 - 2400 : Sun 1200 - 2000 |

Appendix 2 - Shelters

| | |
|--------------|-------|
| Village Hall | 72508 |
| Bowls Club | 78374 |
| Tithe Barn | 72316 |
| First School | 72547 |
| Pre School | 72292 |
| King's Head | 78912 |
| Social Club | 74376 |