

# CLAYBROOKE MAGNA PARISH COUNCIL

## Emergency Plan



### YOUR FIRST ACTION

In the event of an emergency of any kind in  
Claybrooke Magna

**DIAL 999**

THEN TURN TO THE NEXT PAGE OF THIS PLAN

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#### CHANGE MANAGEMENT

Last reviewed:

May 2023

To be reviewed :

May 2024

Plan Owner:

Claybrooke Magna Parish Council

Plan Co-ordinator:

Parish Council Chairman

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## WHAT TO DO IN THE EVENT OF AN EMERGENCY

Ring 999 - The Emergency Services. They will ask you for details of what has happened, where, when and who is involved.

Give YOUR contact details to the Emergency Services so they can call you back. Ring them again if the situation changes significantly.

Contact the Claybrooke Emergency Planning Team. It is unlikely that everyone on the list below will be available when you call, so please start at the top and **keep ringing each in turn** until you get a response.

<b>Claybrooke Magna Emergency Team Members:</b>		
<b>Role</b>	<b>Name</b>	<b>Contact Numbers</b>
Parish Council Chairman	Rob Deacon	01455 209116
Councillor	Sarah Herald	Sarah.heraldcmparish@gmail.com
Councillor	Mike Lenihan	01455 202170
Councillor	Jo-Ann Allcoat	01455 202606
Councillor	Roger Kimberley	Rogerj.kimberley@gmail.com
Parish Clerk	Patricia Nunn	07926 202967
District/County Councillor	Rosita Page	01455 209240

**NB: The Claybrooke Emergency Team's role is to be a focal point locally to assist in communication, coordination and liaison, working to support the Emergency Services and, if appropriate, the HDC Resilience Partnership. The team will follow the directions of the Emergency Services at all times.**

Ways in which the team may provide support includes:

- Providing local knowledge to the Emergency Services
- Setting up links with local groups, organisations and useful individuals
- Passing on information and instructions to local people
- Providing information about people who may be particularly vulnerable such as those with disabilities or are elderly
- Making sure that buildings in the area are available for possible emergency use
- Organising local help as required, such as emergency centres, food provision and information points

This plan has information to help all the support services, but it can never be exhaustive. It must be seen as a list of people and resources that have agreed to help if needed and if they are available.

**HELPING VULNERABLE PEOPLE**

The most vulnerable people in Claybrooke Magna may need specific help and support. These may include the elderly or people with disabilities. To help identify and assist those who may need this extra support, the village has established a network of street wardens. In the event of an emergency they will help make contact with and provide information to people in need. They can be contacted as follows:

**STREET WARDENS**

<b>Street Warden Contact Details</b>		
<b>Name/email address</b>	<b>Contact Number (s)</b>	<b>Address</b>
Linda Hollingworth hollingworthla@btinternet.com	M: 07762 383993 H: 208021	4 Woodland Ave
Graham Hancock Grahamhancock16@gmail.com	M: 07779 924809 H: 202581	7 Back Lane
Wendy Heath wheath11@gmail.com	M: 07977 306685 H: 209885	Ashfield, Main Rd (by Village Hall)
Trudi Goodfellow dianagoodfellow293@btinternet.com	H: 208048 M: 07941 288704	Craigends, Main Road
Brian Fowler fowlerclaybrooke@aol.com	H: 209336	16 Roman Close
Chris Horsfall christine.horsfall@gmail.com	H: 209531 M: 07748 080306	Kenwyn House, Main Road

*Note: All the street wardens will not be available at all times but contact as many as possible when it is clear, in accordance with the instructions from the Emergency Services if relevant, what information/action is needed.*

**Roads to allocate to Street Wardens - depending on number available:**

Manor Road – incl. Manor Close – **Linda Hollingworth**

Main Road (split in 2 at Village Hall) – incl. Laurel Fields, Fosseway Gardens and Primrose Place. **Wendy Heath up to Village Hall from Pig in Muck. Trudi Goodfellow – other end.**

Frolesworth Lane – incl. The Paddock

Woodland Avenue and Back Lane – **Graham Hancock**

Roman Close- incl. Old Chapel Walk - **Brian Fowler**

Bell Street –incl. Grewcock Close, The Courtyard, The Vineyard and Holly Tree Walk – **Chris Horsfall**

**REST CENTRE**

Claybrooke Magna Village Hall will be used as a centre for co-ordinating the response to a local emergency. It will also be used as a temporary rest centre to provide shelter and welfare, until the authorities attend.

Keyholders to this venue are: Mike Lenihan 01455 202170 and Rob Deacon 01455 209116.

## USEFUL CONTACT NUMBERS

<b>LOCAL GOVERNMENT LOCAL GOVT EMERGENCY PLANNERS</b>	Harborough District Council	01858 828282
	Local Resilience Duty Officer	07786 198283
<b>GAS</b>	National Gas Emergency Service	0800 111 999
<b>ELECTRICITY</b>	WPD East Midlands	105
	WPD mobile user	0330 123 5009
<b>FLOOD</b>	Environment Agency Hotline	0345 9881188
<b>MEDICAL NEAREST A&amp;E NEAREST URGENT CARE CENTRE</b>	NHS 111	111
	George Eliot Hospital, Nuneaton	02476 351351
	Hospital of St Cross, Rugby	01788 572831
<b>ROADS</b>	Highways Agency	0300 123 5000
	County Council Highways	0116 305 0001
<b>WATER</b>	Severn Trent	0800 783 4444
	Anglian Water -leaks	0800 771 881
	Anglian – water supply/sewerage	03457 145 145
<b>SOCIAL CARE</b>	Adult Social Care Emergency	0116 305 0004
	Child Social Care Emergency	0116 305 0005
	Out of Hours Care Team	0116 255 1606
<b>LOCAL MEDIA</b>	Radio Leicester 104.9 FM <a href="mailto:radio.leicesternews@bbc.co.uk">radio.leicesternews@bbc.co.uk</a>	0116 251 1049 0116 251 6688
	BBC East Midlands Television News <a href="mailto:emt@bbc.co.uk">emt@bbc.co.uk</a>	0115 955 0500
	Harborough Mail <a href="mailto:newsdesk@harboroughmail.co.uk">newsdesk@harboroughmail.co.uk</a>	01858 436000

**EMERGENCY RESOURCES CONTACT INFORMATION**

These details are updated regularly. They include local people/organisations who may be able to provide some help.

Circulation is restricted, but will be made available if this plan is activated.

<b>Local people who can help:</b>		
<b>Who</b>	<b>Help Available</b>	<b>Contact Details</b>
<b>Local Buildings - Recovery Centre</b>		
Village Hall	Emergency Rendezvous Point	Main Road, CM
<b>Landowners</b>		
Bob and Julie Jennings	Tractor, Trailer, Steel Tow Rope, Horse Box, use of field	Bob 07768 722715 Julie 07917874887
<b>Neighbouring Help</b>		
Rev Sr Liz Heaton	St Peter's Church support network	01455 202935
<b>GPs and Community Medical Care</b>		
Orchard Medical Practice	GP – Broughton Astley	01455 282599
Orchard Medical Practice	GP - Ullesthorpe	01455 209286
John Horsforth	First Aid Skills	07770 471850
Brian Fowler	First Aid Skills/Local Knowledge	01455 209336
<b>Pre-packed and cooked food</b>		
The Pig In Muck	Prepared food	01455 202859
Morrisons Supermarket	Chilled food/bottled water	01455 550223
Waitrose Supermarket	Chilled food/bottled water	01455 557925
<b>Veterinary Services</b>		
Broughton Vet Group	Broughton Astley	01455 282512

## INFORMATION ON POTENTIAL RISKS

Some emergencies are totally unforeseen, others can be anticipated from warning signs. Here are some possible scenarios:

**FLOODING OR HEAVY SNOW** Unlikely to affect many homes in Claybrooke Magna, but some roads may become impassable. The electricity supply may fail if sub-stations are flooded. Residents may not be able to reach shops and services outside of the village.

**AIR ACCIDENT** The village is under national and local civilian flightpaths and military ones so the risk is not easy to assess. There is a need for the emergency services to reach the location promptly.

**ROAD ACCIDENT** Potential major incident if there is a road traffic accident involving chemicals or gas cylinders or other hazardous materials. Also, involving high capacity vehicles such as buses. Buildings and their occupants adjacent to the road would be affected.

**WEATHER WARNINGS** Warnings can be issued by:

- The Meteorological Office, Environment Agency, Local Radio or the local emergency services
- The HDC Local Resilience Duty Officer when contacting the Parish Clerk, Parish Chairman or their deputy about a potential emergency situation.
- Local people, including those in the adjacent small villages, when they feel there is a need to react to a local situation, e.g. an extended period of bad weather such as prolonged rain or snowfall or when there has been an extensive power failure (electricity power-out) and the supplier has indicated that there will be a considerable delay in restoring the service.

## PLAN DISTRIBUTION

Copies of this plan are held at the following places:

NAME AND LOCATION	TYPE	CONTACT DETAILS
Resilience Partnership Team	Electronic	Email John.Brown@leics.gov.uk Tel: 0116 3056106/Mob: 07730583254
Parish Chairman and Councillors	Electronic copies	Chair: Rob Deacon - 01455 209116 Jrobindeacon@aol.com
Parish Clerk	Hard and electronic copies	Patricia Nunn - 07926 202967 clerk.claybrookemagnapc@gmail.com
District & County Cllr	Electronic copies	Rosita Page- 01455 209240 r.page@harborough.gov.uk

## PLAN INTEGRITY CHECK

Do all listed keyholders have keys?

Do all on circulation list have latest version on this plan?

Have any listed personnel changed address or phone details?

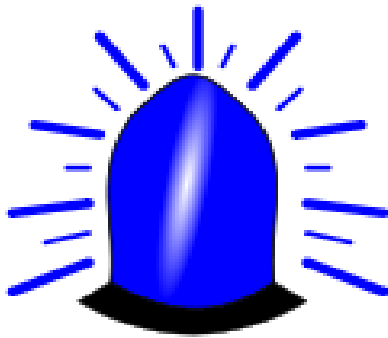
Has any relevant individual or organisation moved in or out of area?

LAST CHECK MADE ON:



## CLAYBROOKE MAGNA PARISH COUNCIL

### EMERGENCY PLANNING



Claybrooke Magna Parish Council recognises that emergency situations can happen anywhere. It is very unlikely that our village will be affected by a major incident but, to be prepared, the Parish Council has produced this Emergency Plan to identify local people and resources that may be able to help out. We have also installed a defibrillator which can be accessed 24/7 at the front of the Village Hall, and have trained more than 20 residents in life saving skills.

Difficulties and issues can arise for any of us at any time. To help residents deal with such matters, the Parish Council has compiled a list of useful contact numbers, see attached. You might want to keep this page by your phone or somewhere safe, for future reference.

### **REMEMBER:**

**IN AN EMERGENCY CALL 999 or 112, text phone 18000, for the police, ambulance or fire brigade.**

Reviewed at the Annual Parish Council Meeting on 18<sup>th</sup> May 2023. Minute 8.