

Community Emergency Plan for the Parishes of East Woodhay, Ashmansworth and Highclere

Parishes: East Woodhay, Ashmansworth and Highclere

Borough: Basingstoke & Deane

Co-ordinator: PC Chairman (East Woodhay)
PC Chairman (Ashmansworth)
PC Chairman (Highclere)

Deputy: PC Clerk (East Woodhay)
PC Vice-chairman (Ashmansworth)
PC Clerk (Highclere)

Effective date: 18 May 2021

Version: Version 1.6

Revision History

Version	Description	Date Released
1.0	Initial Release document	31/12/2011
1.1	Annual update to initial release document	31/12/2012
1.2	Annual update to initial release document	31/12/2013
1.3	Annual update to initial release document	10/1/2016
1.4	Annual update to initial release document	12/3/2017
1.5	Biennial update to initial release document	31/12/2018
1.6	Biennial update to initial release document	18/05/2021

Distribution List

1. Hampshire County Emergency Planning Officer
2. Borough Emergency Planning Liaison Officer
3. Whitchurch Police Station
4. Whitchurch Fire Station
5. East Woodhay Parish Council
6. Ashmansworth Parish Council
7. Highclere Parish Council
8. Church Wardens (for all three Parishes)

Aim and Objectives

Aim of the plan:

To enable community support, self-help and resilience when faced with an emergency situation.

Objectives of the plan:

1. Conduct a risk assessment, identify hazards and possible mitigation
2. Identify vulnerable groups within the community
3. Identify key contacts
4. Identify a community emergency management team
5. Identify resources available to the community in the event of an emergency
6. Ensure that the plan is up to date, by implementing an annual review, implemented on the anniversary after finalisation.

Risk Assessment Analysis

RISK MATRIX SCORE		IMPACT		
		HIGH	MEDIUM	LOW
LIKELIHOOD	HIGH	A		D
	MEDIUM		C	
	LOW	B		E

Hazard	Impact	Mitigation in Place	Mitigation possible	Risk Matrix Score
Total or partial loss of electricity, water or telephone	<ul style="list-style-type: none"> • Loss of heating and or cooking facilities • Loss of in-house lighting • Loss of sanitary facilities • Loss of communication 	<ul style="list-style-type: none"> • Notify relevant utility provider 	<ul style="list-style-type: none"> • Identify any residents that require rest centre • Emergency rest centre activated • If loss of water, identify location of possible stand pipes 	C
Damage to Main Cross Country Gas Pipe	<ul style="list-style-type: none"> • Risk of Building Damage • Potential threat to life 	<ul style="list-style-type: none"> • Notify Southern Gas <p>All gas leaks: 0800 111 999</p>	<ul style="list-style-type: none"> • Evacuate local area • Emergency rest centre activated 	B
Severe Weather	<ul style="list-style-type: none"> • Fallen trees • HCC unable to clear roads • Building damage 	<ul style="list-style-type: none"> • Identify roads that need immediate clearance 	<ul style="list-style-type: none"> • Enlist volunteers with chainsaws or tractors with chains 	C

		<ul style="list-style-type: none"> Identify dangerous trees 	<ul style="list-style-type: none"> Identify any residents that require shelter Emergency rest centre activated Contact Hampshire Highways in case of road blocks (e.g. fallen trees) 	
Heavy snow	<ul style="list-style-type: none"> Access in & out and within villages difficult Loss of Utilities Care Providers unable to meet their commitments Disruption for pedestrians and possible physical injury 	<ul style="list-style-type: none"> Monitor weather warnings from Met Office Ensure all grit bins are full 	<ul style="list-style-type: none"> Contact Hampshire and Berkshire 4x4 Responders and any local 4 x 4 Responders Contact Care Providers to ensure they can meet their commitments Contact Neighbourcare co-ordinators and local GP surgeries to check on vulnerable local people Emergency rest centre activated 	C
Major Fire	<ul style="list-style-type: none"> Building damage Threat to life 		<ul style="list-style-type: none"> Evacuate area Emergency rest centre activated Check if gas cylinders are present in proximity and implement an exclusion zone of 200-250m if known to be present. 	B
Major road Accident (A343, A34)	<ul style="list-style-type: none"> Possibly many people injured Assistance to emergency services 		<ul style="list-style-type: none"> Contact First Aiders, St John Ambulance, Community Responders 	B

			<ul style="list-style-type: none"> • Determine need to activate emergency rest centres 	
Terrorism or Violence	<ul style="list-style-type: none"> • Building damage • Threat to life • Many people injured • Emergency services require assistance 		<ul style="list-style-type: none"> • Evacuate area • Emergency rest centre activated • Contact First Aiders, St John Ambulance, Community Responders 	B
Aircraft Accident	<ul style="list-style-type: none"> • Building damage • Threat to life • Many people injured • Emergency Services require assistance 		<ul style="list-style-type: none"> • Evacuate area • Emergency rest centre activated • Contact First Aiders, St John Ambulance, Community Responders 	B
Hazardous Vapour (eg from a farm or workshop)	<ul style="list-style-type: none"> • Threat to life 		<ul style="list-style-type: none"> • Evacuation area downwind 	B
Flooding				E
Pandemic	<ul style="list-style-type: none"> • Threat to life 		Ensure Government guidance is followed	C

Community Resources

Contact Details

Emergency Rest Centres

Premises	Facilities	Key Holder	Contact No
Village Hall, Ashmansworth	Parking, defibrillator, heating, lighting, toilets, hot/cold water, cooker, refrigerator, chairs, tables, free wifi.	Kieron Black Alan Cox Jackie Seaton Jonty Gethin	07929 256633 07785 200147 07751 806872 07557 149375
Ashmansworth Church*	Parking, heating, lighting, seats.	Alan Rowe John Skinner	01635 253040 01635 253552
Crux Easton Church*	Limited parking, heating, lighting, seats	Keith Draper Angela Myers	01635 253189 01635 254559
Village Hall, Highclere	Parking, defibrillator, heating, lighting, toilets, hot/cold water, cooker, refrigerator, chairs, tables	Mike Jenkins Mike Williams Ian Briggs	01635 253704 01635 253965 01635 253995
Highclere Church		Carole Grover Jo Walsh Rev Christine Dale	01635 250676 01635 255013 01635 253189
Woolton Hill Church Hall	Parking, defibrillator, heating, lighting, toilets, hot/cold water, cooker, refrigerator, chairs, tables	Nick Harcourt John Angle Rev Christine Dale	01635 253546 01635 253889 01635 253323
St Thomas' Church, Woolton Hill	heating, lighting, toilet, hot/cold water, chairs, tables	Chris Vane Rev Christine Dale	01635 253707 01635 253323
St Martin's Church, East Woodhay		Richard Twallin Andrew Colville Rev Christine Dale	01635 253354 01635 254017 01635 253323

*: Lower priority rest centres, due to limited facilities.

NB: None of the above facilities have emergency back-up power generators.

Medical / First Aid

In the event of injury or illness within the community, the assistance of professional medical support should be sought e.g. Ambulance, Doctor, Paramedic, First Responder, Qualified First Aiders. List details of the medical support available in this area:

Name	Contact No
Police/Ambulance/Fire	999
Woolton Hill Surgery	01635 253324
St John Ambulance	01962 863366
Basingstoke Hospital	01256 473202
Boots Chemist, Newbury Retail Park	01635 552570

Defibrillators located **outside of East Woodhay Village Hall (by main door), Woolton Hill Church Hall, The Rampant Cat pub, Broadlayings, Ashmansworth Village Hall, Westridge Studio, Andover Road and **inside** Highclere Village Hall.

Transport

The following local transport businesses can be called upon to transport people, essential equipment or provisions in the event of an Emergency.

4x4s / Tractors Name	Contact Details	Capacity
Hampshire & Berkshire 4x4 Response Group	http://www.hampshire4x4response.co.uk/ Contact via Hampshire Emergency Planning Officer: 01962 846846 or epoffice@hants.gov.uk	

Note the Parish Councils cannot provide any insurance cover for vehicles it requests to be used. Vehicles are used at the owners' own risk and discretion and should be taxed and insured.

Vulnerable Groups or properties in the Community

Including lone elderly or disabled residents

Name	Address	Special needs
Woolton Hill Surgery	Trade St, Woolton Hill	Holds list of potentially vulnerable groups
East Woodhay and Highclere Neighbourcare	Contact numbers: 01635 745600	Holds list of potentially vulnerable groups
Enbridge House Care Home	Church Road, Woolton Hill, RG20 9XQ (01635 254888)	
Broadmead Rest Home	Broadlayings, Woolton Hill, RG20 9TS (01635 253517)	
Woolton Hill Junior School	Woolton Hill, RG20 9XE (01635 253364)	

St Thomas' Infant School	Woolton Hill, RG20 9XF (01635 253431)	
St Martin's Primary School	East End, RG20 0AF (01635 253489)	
Thorngrove School	Woolton Hill, RG20 9PS (01635 253172)	

Communications

Communication System	Contact / Responsibility	Comments
Parish Council Notice Boards (East Woodhay, Ashmansworth, Highclere)	Parish Council Clerk clerk@eastwoodhay-pc.gov.uk	
Spectrum Parish Magazine		http://www.wooltonhill.com/Spectrum.html
Highclere Parish Magazine	parishmagwhants@gmail.com	01635 253634
Ashy-PC GoogleGroup (Covers all with email in parish)	Alan Cox	07785 200147
Parish Council Websites	http://www.eastwoodhay-pc.gov.uk/ http://www.ashmansworth-pc.org.uk/ http://www.highclerepc.uk	
East Woodhay and Highclere Neighbourcare	Chairman (Lesley Foden)	01635 745 600
Neighbourhood Watch	John Bentham (Woolton Hill) Jack Castle (North End) Ron Snipp (Highclere) Sally Burch (Ashmansworth) Angela Harris (Crux Easton) Bob Hills (bob@foxgloves.me.uk)	01635 253412 01635 253537 01635 254026 07596 868409 01635 226276
Local Media	See contact list below	

Emergency Action Check List

Activation and Call out

- Dial **999** if Life or Property are threatened in your community by an incident or emergency
- Contact Borough Council (see contact sheet)
- Use the suggested log sheet at the back of the plan to record:
 - Any decisions you have made
 - Who you spoke to and what you said
- Contact other members of the Community that need to be alerted:
 - Those specifically under threat
 - The Town Council via the Town Clerk
 - 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 advice 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 Borough Council been informed you are holding a Community Emergency Meeting?
- Has the community been informed there will be a meeting?
- Take a copy of the first Agenda to the meeting.

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

Contacts

Service / Role	Telephone Number	Website/email
Emergency Services	999	N/A
Emergency Co-ordinator (EW)	07855 275336	cleakr@eastwoodhay-pc.gov.uk
Emergency Co-ordinator (A)	01635 254492	clerk@ashmansworth-pc.org.uk
Emergency Co-ordinator (H)	07855 275336	parish.clerk@highclerepc.uk
Deputy Emergency Co-ordinators (EW) James Mitchell (PC Chair)	01635 254747 (07785 380307)	jamesrmitchell@gmail.com
Deputy Emergency Co-ordinators (A) Alan Cox (PC Chair) Kieron Black (PC Vice Chair)	07785 200147 07929 256633	alan.cox@ashmansworth-pc.org.uk kieron.black@ashmansworth-pc.org.uk
Ashmansworth PC Clerk	01635 254492	clerk@ashmansworth-pc.org.uk
Basingstoke & Deane Borough Council	01256 844844	www.basingstoke.gov.uk
Hampshire County Council	01962 841841	www.hants.gov.uk
Emergency Planning Unit HCC	01962 846846 07957 932584	epoffice@hants.gov.uk
Police HQ	01962 841534 OR 101	www.hampshire.police.uk
Anti-terrorist hotline	0800 789 321	
Fire Service HQ	023 8064 4000	www.hantsfire.gov.uk
NHS 111	111	
Environment Agency	0800 80 70 60	www.environment-agency.gov.uk
Hampshire Highways - Roads and Transport (e.g. reporting Fallen Trees)	0300 555 1388	http://www3.hants.gov.uk/index/transport.htm
Southern Water	0330 303 0368 (Emergencies) 0800 820999 (Leaks)	http://www.southernwater.co.uk/
Thames Water	0800 714 614 (Leaks) 0800 316 9800 (Sewer flooding or loss of supply)	http://www.thameswater.co.uk/

Electricity	105 0800 072 7282	National Power Cut Reporting https://sse.co.uk/home
Gas	0800 111 999	National Gas Emergency Number https://www.sgn.co.uk
Newbury Weekly News	01635 886627	http://www.newburytoday.co.uk/
BBC South Today	023 80226201	http://www.bbc.co.uk/
ITV Meridian	0808 101 0095	http://www.itv.com/meridian-west/
Local Radio	0118 945 4400 0118 928 8800 01489 587 600 01489 749 749 Newsroom: 0118 946 4200 01635 841600	Heart Berkshire 102.9 & 103.4 MHz. FM Heart FM 102.6 MHz FM BBC Radio Berkshire 94.6, 95.4, 104.1 & 104.4 Newbury Sound 105.6 & 107.4 MHz FM
JPH Forestry (Tree Surgery)	01635 254800 07831 141435	john@jphandy-forestry.com
Spectrum Parish Magazine		http://www.wooltonhill.com/Spectrum.html
Highclere Parish Magazine	01635 253634	parishmagnwhants@gmail.com
East Woodhay Society		www.wooltonhill.com/ews_news
Highclere Society (Patrick Hedgeland, Chairman)	01635 255377	http://www.highcleresociety.org.uk/info/contacts.htm

Log Sheet

Date	Time	Information / Decisions / Actions	Initials