

South Muskham and Little Carlton Community Emergency Plan

Plan last updated on: Completed 16/02/2022

If you are in immediate danger call 999

Plan distribution list

Name	Role	Phone number	email address
Mrs Jo Longmire	Local Flood Warden	01636 605875 07930 548777	jo@jkl.co.uk
Mr Geoff Shearing	Emergency Planning Committee Local Flood Warden [PC]	07944 344321	geoff.shearnq@smlcpc.org
Mr Charlie Carr	Emergency Co-ordinator Local Flood Warden	01636 918900 07900 697360	ohahcharliecarr@yahoo.co.uk
Mr Ron Gill	Emergency Planning Committee Local Flood Warden [PC]	01636 673472 07780 704706	ron.gill@smlcpc.org
Mr Paul Jarvis	Parish Councillor	07837 740977	paul.jarvis@smlcpc.org
Mrs Kelly Brown	Parish Councillor	07976 896279	kelly.brown@smlcpc.org
Mr Charlie Brightmore	Local Resident	07974 804055	cbtrans@hotmail.co.uk
Mr David Catanach	Local Flood Warden [PC]	01636 674736	dc@smlcpc.org
Mrs Kim Walsh	Local Flood Warden	01636 700112 07968 951899	walshkim72@gmail.com
Mrs Suzanne Gannon	Local Flood Warden	01636 923692	suzanne@smylle.co.uk
Ms Jayne Saunders	Parish Clerk	07946 601364	clerk@smlcpc.org
Mr Richard Butcher	Flood Resilience Officer	02030 253380	richard.butcher@environment-agency.gov.uk
Mr Rob Fisher	NCC Emergency Planning	0115 9773681 07779 094548	robert.fisher@nottscc.gov.uk

Plan amendment list

Date of amendment	Details of changes made	Changed by
02/12/15	Draft first issue Date for next revision 31/01/2016	Local Flood Warden
18/01/16	Draft Second issue	Parish Councillor Karen Carr
05/02/16	Draft Third issue	Parish Councillor Karen Carr
05/03/16	Draft Fourth issue	Parish Councillor Karen Carr
22/03/16	Draft Fifth issue	Parish Councillor Karen Carr
20/04/16	Final Draft	Parish Councillor Karen Carr
17/05/16	Completed	Parish Councillor Karen Carr
17/08/16	New Flood Warden p. 2,11,14,15,18,20	Parish Councillor Karen Carr
22/08/16	Consistency and font size p.2. Addition of Flood Resilience Officer for plan circulation	Parish Councillor Karen Carr
23/08/18	Removal of L Francis Update Parish Councillor email contacts Amend Parish Clerk contact details	Parish Clerk
10/01/19	Update of telephone cascade, emails and contacts	Parish Clerk
30/05/19	Update of contacts	Parish Clerk
01/07/2019	Update of contacts	Parish Clerk

20/10/2019	Contacts update	Parish Clerk
30/12/2021 & 16/02/2022	Contacts update	Parish Clerk

Contents

South Muskham and	1
Little Carlton	1
Community Emergency Plan	1
Plan last updated on 01/07/18 Completed	1
Plan distribution List	2
Plan amendment list	3
Contents	4
Definitions and Purpose	5
Considerations when flooding occurs	6
Local risk assessment and local resources	7
Individual House Holders - Flood Kit Contents	12
Key locations identified with emergency services for use as places of safety	13
Emergency contact list – see table below	14
Emergency information Flow	18
List of volunteers in the Communities of South Muskham and Little Carlton	20
List of community members that may be helpful in identifying vulnerable people or communities in an emergency	22
Activation triggers	22
First steps in an emergency	23
Community Emergency Group first meeting agenda	24
Actions agreed with emergency responders in the event of an evacuation	25
Alternative arrangements for staying in contact if usual communications have been disrupted	25

Definitions and Purpose

For the purpose of Community Emergency Planning we are a community based on a geographic location, the Parish of South Muskham and Little Carlton in the District of Newark and Sherwood.

This document is to support this Community to provide support to each other during an emergency, particularly for those who may be vulnerable and to provide information to responding agencies [emergency services, local authority etc.] who may be co-ordinating a response on a wider scale.

Definition of an Emergency:

For the purposes of Community Emergency Planning an emergency can be defined as an event or situation which threatens serious damage to:

1. Human Welfare - but only if it involves, causes or may cause loss of human life, human illness or injury, homelessness, damage to property, disruption of a supply of money, food, water, energy, fuel, disruption of a system of communication, disruption of facilities for transport or disruption of services relating to health.
2. The Environment - but only if it involves causes or may cause contamination of land, water or air with harmful biological, chemical or radioactive matter, or disruption or destruction of plant life or animal life.
3. Security of the UK - if it involves war or terrorism which threatens serious damage to the security of the United Kingdom.

Definition of a Major Incident:

A major incident is any incident that requires the implementation of special arrangements by one or more of the emergency services, some elements of the National Health Service, or a local authority for:

1. The initial treatment, rescue and transport of a large number of casualties.
2. The involvement either directly or indirectly of large numbers of people
3. The handling of large numbers of enquiries likely to be generated from both the public and news media, usually to the police
4. The large scale combined resources of two or more of the emergency services
5. The mobilisation and organisation of the emergency services and supporting organisations, for example local authority, to cater for threat, serious injury or homelessness to a large number of people

Roles and Responsibilities:

All major emergencies are dealt with by the Emergency Services, Local Authorities, Health Agencies, Utility Companies and Voluntary Agencies in a combined response. In Nottinghamshire these agencies work together as the Nottingham and Nottinghamshire Local Resilience Forum [LRF] to produce and test a variety of emergency plans and procedures.

There is no statutory responsibility for community groups to respond to emergencies in their locality. However it is good practice for communities to identify hazards and make simple plans on how they might assist the agencies above should an emergency occur. This guidance and plan is not a formal requirement. Any participation is purely voluntary.

Our Community Group is not an emergency service. We are not trained, equipped, empowered, or resourced to carry out the functions of an emergency service. The response will be confined to looking after the welfare of people in our Community or helping to maintain the infrastructure.

Nottinghamshire County Council does not have any liability, under guidance or otherwise, in respect of services for actions or omissions by the Community Group in any emergency situation. Guidance does not constitute legal advice in relation to emergency planning.

Developing the ability to help each other at a local level will assist if the emergency services are overloaded in the initial response. It may also lessen the impact of the emergency on the community.

Considerations when flooding occurs

What you can do if the threat of flooding is imminent

- Where possible, turn off gas, electricity and water supplies at the mains (ensure that power to alarm/ security systems can be maintained during these times).
- Unplug all electrical items and where possible store them up high or on upper storeys. With heavy electrical items consider the possibility of raising them above anticipated water levels.
- Close off flow valves on gas tanks, oil tanks etc. that supply the premises through pipes and fittings.
- Move family, pets and flood kit to high place with means of escape.
- Gather equipment for transporting your pet[s] plus pet food.
- Consider the need to move furniture and machinery to upper storeys.
- Deploy any temporary flood protection measures.
- Vehicles and trailers to be moved to higher and secure ground.
- Be alert to the risk of flooding caused not only by rivers but also surface water building up and overwhelming drains following heavy spells of rainfall leading to localised floods.
- Consider relocating any vulnerable items which may be in any open yards, where possible

What you can do during a flood

- Cooperate with the emergency services if they tell you to evacuate during flooding.
- Be prepared to act quickly.
- Don't try and walk or drive through flood waters – 6 inches of fast flowing water can knock you off your feet and 2 feet of water will float your car.
- Be aware that man hole covers may come off and pose significant danger therefore
- There may be other hazards you can't see.
- Avoid contact with flood water as it may be contaminated with sewage.

Immediate actions following a flood - Use rubber gloves, boots, eye protection

- Contact your insurance company and/or insurance broker and advise what has happened. They will then be able to provide best guidance and instigate any specialist services required. Make sure your insurance company knows where to contact you if you have had to move out.
- If you are making an insurance claim, avoid disposing of any items until you are told to do so.
- Don't use electrical or gas supply in flooded properties until appropriate checks have been undertaken by a qualified person.
- Take photos of the damage to any contents and/or building as this may assist with settlement of your claim.
- Covers on air bricks should be removed once the flood has receded to allow air to circulate and any trapped water to escape.
- Flood protection devices to be cleaned as soon as possible to avoid potential contamination

Local risk assessment and local resources

See table below

Risks	Impact on community	What can the Community Emergency Group do to prepare?
Flooding [River Trent, Brammersack through Little Carlton]	<ul style="list-style-type: none"> • Flooding of local streets • Damage to property • Blocked access between South Muskham and Little Carlton • Flooding of properties causing temporary relocation of residents • Loss of pumping station resulting in sewerage contamination 	<ul style="list-style-type: none"> • Encourage residents to improve home flood defences • Work with local emergency responders to see if they can help with distribution of flood warnings and any evacuation and rest centre establishment required • Find out what flood defences exist or are planned in the area • Co-ordinated village response supporting local vulnerable residents • Evacuation to designated safe buildings - alerting emergency services to homes of vulnerable residents and alerting other residents, manning the designated safe building • Issue resilience equipment • Distribution of sand bags
Derailment of train	<ul style="list-style-type: none"> • Emergency vehicles accessing the village in volume • Offering the safe designated buildings for injured to be cared for temporarily • Temporary emergency co-ordination centre 	<ul style="list-style-type: none"> • Temporary directing of traffic ahead of emergency services arriving • Opening safe designated buildings • Blankets, pillows • Refreshments as necessary

Accident at Sugar Beet Factory	<ul style="list-style-type: none"> • Possible local injuries • Chemical/smoke impact 	<ul style="list-style-type: none"> • Mobilise the emergency volunteers to co-ordinate with Emergency Services • Check on vulnerable residents • Central co-ordination and communication plan triggered to keep residents fully informed • As necessary open safe designated buildings for shelter and care
Domestic gas explosion or oil storage tank incident	<ul style="list-style-type: none"> • Offering the safe designated buildings for injured to be cared for temporarily 	<ul style="list-style-type: none"> • Co-ordination with Emergency Services • Temporary emergency coordination centre • As necessary open safe designated buildings for shelter and care
Multiple Vehicle Pile-up	<ul style="list-style-type: none"> • Offering the safe designated buildings for injured to be cared for temporarily 	<ul style="list-style-type: none"> • Co-ordination with Emergency Services • Temporary emergency coordination centre • As necessary open safe designated buildings for shelter and care
Airplane crash	<ul style="list-style-type: none"> • Offering the safe designated buildings for injured to be cared for temporarily 	<ul style="list-style-type: none"> • Co-ordination with Emergency Services • Temporary emergency coordination centre • As necessary open safe designated buildings for shelter and care

Fuel / Chemical Tanker Accident	<ul style="list-style-type: none"> • Offering the safe designated buildings for injured to be cared for temporarily 	<ul style="list-style-type: none"> • Co-ordination with Emergency Services • Temporary emergency coordination centre • As necessary open safe designated buildings for shelter and care
Severe Snow Fall Event	<ul style="list-style-type: none"> • Impact on vulnerable residents • Supplies needed • Personal accidents • Vehicle accidents • Potential loss of power supplies 	<ul style="list-style-type: none"> • Mobilise the emergency volunteers to co-ordinate with Emergency Services as necessary • Agree local actions with emergency volunteers, offer assistance in a co-ordinated manner • Check on vulnerable residents • Central co-ordination and communication plan triggered to keep residents fully informed • As necessary open safe designated buildings for shelter and care
Heatwave	<ul style="list-style-type: none"> • Impact on vulnerable residents 	<ul style="list-style-type: none"> • Check on vulnerable residents in a co-ordinated manner
Dwelling fire	<ul style="list-style-type: none"> • Impact on residents in and adjacent to • Risk of limited access of Emergency vehicles through Main Street and Forge Close 	<ul style="list-style-type: none"> • Ensure access is established • Offer respite and care in designated safe building • Check on vulnerable neighbours
Pandemic - Influenza	<ul style="list-style-type: none"> • Impact on vulnerable residents 	<ul style="list-style-type: none"> • Check on vulnerable residents in a co-ordinated manner

Local Skill /Resource Assessment	Who?	Contact details	Location	When might be unavailable?
Flood Warden and Emergency	Jo Longmire	01636 605875 07930 548777	Jasmine Cottage, Church Lane, South Muskham	
First Responder	Terry Alberry	01636 701314	Crow Lane	
Former First Responder	Martin Smart	07854 405615	Main Street	
Ten Years experience as Captain of cruise ship	Charlie Carr [Emergency Coordinator]	01636 918900 07900 697360	Widford House Main Street, South Muskham	Retired usually available
Chainsaw owner	David Hunt	01636 700439	Lindene, Main Street, South Muskham	Retired usually available
Resilience Store Safety and flood defence supplies Road closure signage	Charlie Brightmore Ron Gill Jo Longmire	07974 804099 01636 673472 07780 704706 01636 605875 07930 548777	South Muskham Village Hall field	Accessed via combination lock. Details with Flood Wardens
4x4 vehicles	Charlie Carr	01636 918900 07900 697360		
4x4 + Trailer	Mick and Roz Swallow	01636 672222	Church Lane, South Muskham	

Local Skill /Resource Assessment	Who?	Contact details	Location	When might be unavailable?
Provision of food and drink for emergency services and displaced residents	Charlie Carr [Emergency Co-ordinator] Parish Clerk	01636 918900 07900 697360 07946 601364	Little Carlton	
Provisions for emergency lasting longer than four hours	Salvation Army, Captain Matt Elsey	07557 404831 01636 640097 Church Office	Balderton Newark	
Blankets and assistance	British Red Cross	0844 871 1111		
Stop boards and sluice valves on the Bramersack and Drains - one in Little Carlton and two in South Muskham	The Environment Agency	0345 988 1188 Flood Line		Boards kept at Colwick where flood warning gauge located
Farmer	Robert Shaw	07976 674938	Little Carlton	

Individual House Holders - Flood Kit Contents

Making up a flood kit – include critical key documents kept in sealed plastic bags [passport, insurance certificates, driving licence, pet vaccination certificates], prescription copy showing all medications and dosages, remember medicines and medical supplies you need, torch/candles/matches, spare batteries or wind-up charger, wind-up radio, mobile phone, rubber gloves, wellington boots, waterproof clothing, sanitary items and toiletries, bottled water, in-date tinned food and tin opener/long life snacks, first aid kit and basic tool kit. Also, have your insurer's emergency helpline number, details of the policy and other useful numbers such as customers, suppliers, the local council and emergency services.

Key locations identified with emergency services for use as places of safety

Building	Location	Potential use in an emergency	Contact details of key holder
South Muskham Village Hall Assembly Point	Main Street South Muskham	Rest Centre / safe place	Chair – Village Hall Committee John Starkey 07866334450 Access by key safe lock box code
Cricket Pavilion Little Carlton Assembly Point	Bathley Lane Little Carlton [and Beckitt Field key holders]	Rest Centre / safe place. Important also in case South Muskham is compromised	Ron Gill 01636 673472 07780 704706 Paul Jarvis 07837 740977 Jayne Saunders 07946 601364 Greta Johnson 01636 705 694
Saint Wilfrid's Church Back-up assembly point	Church Lane	Rest Centre / safe place	Gill Gilroy [access to vestry] 07966 283161 Jean Pell [access to church] 01636 701978 David Watson 07904 359270

Building	Location	Potential use in an emergency	Contact details of key holder
Resilience Store	On South Muskham Village Hall field Torches, gloves, plan copy in Village Hall	Storage of flood equipment and resilience stores, road closure signage	Charlie Brightmore 07974 804099 Jo Longmire 01636 605875 07930 548777 Ron Gill 01636 673472 07780 704706
Flood Warden Grab Bag	Hi-Viz, wellingtons, waterproof gloves, head torches, waterproof pads and pens		Flood Wardens

Emergency contact list - see table below

Name:	Mr Charlie Carr
Title:	Community Emergency Coordinator, Flood Warden
24hr telephone contact:	07900 697360 or 01636 918900
Email:	ohahcharliecarr@yahoo.co.uk
Address:	Widford House, Main Street, South Muskham, Newark, NG23 6EE
Name:	Mr Geoff Shearing
Title:	Emergency Volunteer Planning Committee Member, Flood Warden, Parish Councillor
24hr telephone contact:	07944 344321
Email:	geoff.shearing@smlcpc.org
Address:	
Name:	Mrs Jo Longmire
Title:	Flood Warden
24hr telephone contact:	07930 548777
Email:	jo@jkl.co.uk
Address:	Jasmine Cottage, Church Lane, South Muskham, NG23 6EQ
Name:	Mrs Suzanne Gannon
Title:	Flood Warden
24hr telephone contact:	01636 923692
Email:	suzanne@smylle.co.uk
Address:	Holmesdale, Great North Road, South Muskham, NG23 6DY
Name:	Mr Ron Gill
Title:	Emergency Volunteer Planning Committee Member, Flood Warden, Parish Councillor
24hr telephone contact:	01636 673472 or 07780 704706
Email:	ron.gill@smlcpc.org
Address:	La Roche, Bathley Lane, Little Carlton, NG23 6BY
Name:	Mr Paul Jarvis
Title:	Parish Councillor
24hr telephone contact:	07837 740977
Email:	paul.jarvis@smlcpc.org
Address:	
Name:	Mrs Kelly Brown
Title:	Parish Councillor
24hr telephone contact:	07976 896279
Email:	kelly.brown@smlcpc.org
Address:	
Name:	Mr Charlie Brightmore
Title:	Resident
24hr telephone contact:	07974 804099

Email:	
Address:	

Emergency Supporting Organisations

Contact List - Nottinghamshire Emergency Planning

Name/Contact	Role	Contact Number
Emergency Services	Response	999
Police	Response	101
Environment Agency	Floodline Incident Hotline [from Major River]	0345 988 1188 0800 80 70 60
National Grid	Gas emergencies	0800 111 999
Western Power Distribution	Electricity emergencies	0800 6783 105
Severn Trent Water	Water supply/sewerage emergencies/Flood from burst water mains or sewers	0800 783 4444
NHS 111	Health Advice	111
Nottinghamshire County Council	24/7 emergency planning officer	0115 977 3674
Nottinghamshire County Council	Flood from a highway	0300 500 80 80
Newark and Sherwood District Council	Response and local resilience. Emergency Planning	01636 650 000 email: EmergencyPlanning@nsdc.info
BBC Radio Nottingham	Information during and event	103.8, 95.59, 95.1 FM 1584 AM and DAB
Nottinghamshire Community Risk Register	Information of risk and planning advice	www.nottinghamcity.gov.uk
Emergency Co-ordinators in neighbouring parishes	Liaison and mutual support	TBA on approval of this plan

Emergency Information Flow

Assembly Point - South Muskham and Little Carlton Village Hall

Any one person from the initial group may start the flow of calls. This group co-ordinate all efforts and decisions made.

1. Charlie Carr 07900 697360/ 01636 918900 (Emergency Co-ordinator, Emergency Committee Member (ECM))
2. Jo Longmire 07930 548777/ 01636 605875 (Senior Flood Warden, ECM)
3. Jayne Saunders 07946 601364 (Parish Clerk)
4. Ron Gill 07780 704706/ 01636 701520 (Little Carlton) (Flood Warden, PC, ECM) – contacts people in the area of Bathley Lane from A616 to Beckitt Field (record of non-response to be maintained)
5. Paul Jarvis 07837 740977 (PC) to contact people from Beckitt Field to Crow Lane (record of non-response to be maintained)

The Co-ordinator / Senior Flood Warden, will direct and delegate clearly, so that the remaining Flood Wardens are contacted as follows:

1. Geoff Shearing 07944 344321 (Flood Warden, PC, ECM)
2. David Catanach 01636 674 736 (Flood Warden, PC, Volunteer)
3. Sue Gannon 07450 691 957/ 01636 923 692 (Flood Warden, Volunteer)
4. Kim Walsh 07968 951 899 / 01636 700 112 (Flood Warden, Volunteer)
5. Nominated Flood Warden with a Volunteer to contact people in South Muskham along Main Street, Church Lane, Forge Close and Orchard Close (record of non-response to be maintained)
6. Nominated Flood Warden with a Volunteer to contact people in the area from the mini roundabout at South Muskham to Bathley Lane, Little Carlton (record of non-response to be maintained)

Those responsible for places of safety in the Village (s) to be contacted as follows:

1. John Starkey 07866 334450 (Village Hall - Chairman of the VHMC) for EMC meeting or opening up for residents
2. Jennifer Pell 01636 701 978 (Church Warden for St. Wilfrid's Church)
3. Brian Gilroy 07971 675 828/ 01636 705 688 (Volunteer, may assist with the Church if necessary)
4. Please note Ron Gill is the main contact for Little Carlton and access to the pavilion on Beckitt Field, if necessary

Skills and Resources Volunteers:

1. Terry Alberry 01636 701 314 (First Responder and Volunteer)
2. Robert Shaw 07976 674 938 (Volunteer and Farmer)
3. Martin Smart 07854 405 615 (Former First Responder and First Aider)
4. Nigel Franklin 07919 075 819 (Volunteer and Builder)
5. Mick and Ros Swallow 01636 672 222 (Volunteers)
6. David Hunt 07754 619 162 (Volunteer, chainsaw owner)
7. Janice Hunt 01636 700 439 (Volunteer, local knowledge of vulnerable residents)

Others willing to assist from South Muskham:

1. Tom Yardley and Helen Yardley 07901 675 828 (Volunteers)
2. Steven Spiegal 01636 672 421 (Volunteer)

Others willing to help from Little Carlton:

1. Brian Maskill 07891 523 123 (Volunteer)
2. Greta Johnson 01636 705 694 (Volunteer) – contacts people in the area of Bathley Lane from Beckitt Field to Crow Lane including Brammersack Close
3. Chris and Pat Marshall 07729 169 139 (Volunteers)
4. Mike Wilson 01636 702 797 (Volunteer)
5. Stephen Pask 07534 714 999 (Volunteer)
6. Fraser Brown 07813 694 659 (Volunteer)
7. Charles Daybell 01636 636 608 (Volunteer)
8. Roy Gough 07584 469 626 (Volunteer)
9. Barry Scrivener 07810 661 815 (Volunteer)

List of volunteers in the Communities of South Muskham and Little Carlton

Emergency Committee Members: - Contact details listed previously

Jo Longmire - South Muskham

Charlie Carr - South Muskham

Gill Gilroy - South Muskham

Karen Carr - South Muskham

Ron Gill - Little Carlton

Local Volunteers: - Contact details - South Muskham

Brian Gilroy 01636 705 688 / 07971 675 828

Kim Walsh 01636 700 112 / 07968 951 899

Terry Alberry [First Responder] 01636 701314

Tom Yardley & Helen Yardley 07901 851211

Steven Spiegall 01636 672421

David Catanach 01636 674 736

Geoff Shearing 07944 344321

Sandra Gascoigne 01636 676 893

Martin Smart 07854 405615

Mick and Roz Swallow 01636 672 222

Local Volunteers: - Contact details - Little Carlton

Ron Gill.....	07780 704706
Paul Jarvis.....	07837 740977
Charlie Brightmore.....	07974 804099
Kelly Brown.....	07976 896279
Robert Shaw (Farmer).....	07976 674938
Chris & Pat Marshall.....	07729 169139
Stephen Pask.....	07534 714999
Barry Scrivener.....	07810 661815
Fraser Brown.....	07813 694659
Les & Greta Johnson.....	01636 705694
Brian Maskill.....	07891 523123
Mike Wilson.....	01636 702797
Nigel Franklin (Builder).....	07919 075819
Roy Gough.....	07854 469626

List of community members that may be helpful in identifying vulnerable people or communities in an emergency

Organisation	Name and role of contact	Phone number
Emergency Committee - List of Vulnerable residents	Karen Carr	07802 748 793/01636 918 900
Valuable local knowledge of residents, South Muskham	Janice Hunt	01636 700 439
Valuable knowledge of local residents, Little Carlton	Ron Gill	01636 673 472 07780 704 706

Activation triggers

[Use this space to record details of how your plan will be activated. You should include details of how the plan will be activated as a result of a call from the emergency services, and also how your community will decide to activate the plan yourselves, if the emergency services are unavailable]

1. When we get a flood warning
2. Accident alert from community member
3. Alert from the emergency services

First steps in an emergency

	Instructions	Tick
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Contact the Community Emergency Group and meet to discuss the situation - Assembly Point South Muskham - Village Hall	
4	Invoke contact pyramid to mobilise Emergency Volunteers	
5	Liaise with Emergency services - ongoing, assist as required	
6	Ensure vulnerable residents are alerted and assisted as necessary	
7	Maintain communication and keep residents updated	
8	Open resilience store as required	
9	Open safe designated locations as required	

Community Emergency Group first meeting agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

Location of the emergency. Is it near:

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

Are there any vulnerable people involved?

- Elderly
- Families with children

What resources do we need?

- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

2. Establishing contact with the emergency services

3. How can we support the emergency services?

4. What actions can safely be taken?

5. Who is going to take the lead for the agreed actions?

6. Any other issues?

Actions agreed with emergency responders in the event of an evacuation

1. Help police/local authority with door knocking
2. Tell emergency services who might need extra help to leave their home
3. Open up designated safe buildings and care for those taking refuge

Alternative arrangements for staying in contact if usual communications have been disrupted

Communication Type	Name of contact	Location
Radio	Geoff Lowe 07774 058 816 [Bassetlaw zonal co-ordinator]	via RAYNET [Radio Amateurs Emergency Network]

Emergency Plan – Contact Response Log

Nature of Incident
Date of Incident
Description of Incident [include locations affected, timing etc.]
Area of Contact [delete as appropriate] Bathley Lane Ollerton Road Main Street Church Lane Forge Close Orchard Close Names of Flood Warden and Volunteer attending: Were any other services in attendance? If Yes give details: Details of any properties / vulnerable people identified but not contacted and why [e.g. no response at property]

Emergency Plan - Incident Log

Nature of Incident
Date of Incident
Description of Incident [include locations affected, timing etc.]
<p>Actions Taken [include details of attendance of emergency services and/or volunteer bodies, deployment of Flood Wardens, road closure procedure, use of emergency facilities etc.]</p> <p>Were the Emergency Services in attendance: Yes / No If Yes give details:</p> <p>Were other organisations in attendance, e.g. EA, IDB, Severn Trent: Yes / No If Yes give details:</p> <p>Were volunteer organisations in attendance: Yes / No If Yes give details:</p> <p>Were the local Flood Wardens deployed: Yes / No If Yes give details:</p> <p>Was the road closure procedure deployed and N&S DC advised: Yes / No If Yes give details:</p> <p>Was the South Muskham Village Hall opened: Yes /No If Yes give details:</p>

<p>Were any vulnerable people identified and assisted: Yes / No</p> <p>If Yes give details:</p>
<p>Were vulnerable properties identified and attended: Yes / No</p> <p>If Yes give details:</p>
<p>Lessons Learned [what would be done differently in a similar situation, what actions/responses could be improved]</p>
<p>Follow-up Actions [what is required of the Parish Council, local authority, emergency services, other bodies]</p>
<p>Report compiled by</p> <p style="text-align: right;">Date:</p>
<p>Report approved by</p> <p style="text-align: right;">Date:</p>
<p>Comments</p>

Flood Hazards, Little Carlton

Private Road



Sa Mari



Sa Mari



Glenbelyn



The Gables



The Gables

Bathley Lane



A616 Junction



A616 Junction



Bus Stop



Bus Stop



Tamarisk



38 paces



44 paces



49 paces



Alfresco (from
LP2)



Paddock View



49 paces



Telegraph Pole
DP660



Gleakirk



105 paces



110 paces



Mayfield



11 paces (from
LP3)



40 paces



52 paces



85 strides



98 paces



Telegraph
Pole DP977



138 paces



The Wickets



The Wickets



172 paces



Grange Farm
Bungalows



Beckitt Field



41 paces
(from LP4)



45 paces



Rose Cottage



80 paces



90 paces



The Pines



The Pines

Brammersack Close



Junction with
Bathley Lane



Junction



Junction



Number 6

Flood Hazards, South Muskham Main Street



The Nook



Widford House



Beternest



Shangri La



Grange Cottage



Hawthorn House



Number 16



Forge Cottage (Nbr 2)



Orchard Close/ Main Street



Orchard Close



Orchard Close



Orchard Close



Orchard Close



Forge Close



Forge Close/ Main Street



Forge Close (top end)



Opposite Pumping Station



Opposite entry to garages behind Forge Cottages

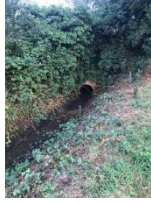


Telephone Box

Church Lane



Dyke
opposite
Rosegarth



Dyke
opposite
Rosegarth



Church Lane
junction with
Great North
Road



Old School
House



Rosegarth



Off-shoot
from
Church
Lane
opposite
Rosegarth



Church
Lane
junction
with Main
Street



Philadelphia
Place



Pavement
opposite
Broombriggs



Opposite Little
Orchard



Cherry
Trees



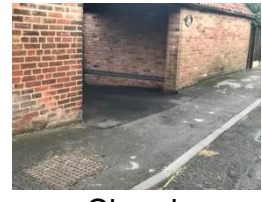
Glendale



The Gables



Orchard View



Church
Farmhouse



St
Wilfred's
Church



St
Wilfred's
Church



St Wilfred's
House



Level Crossing



Before Level
Crossing