

Charlton Parish Community Emergency Plan

If you are in immediate danger call 999

Immediate Actions on being alerted to an incident:

- Ensure you are in no immediate danger
- Assess the risks to you and others
- Contact the Parish Emergency Coordinator (PEC) and/or Dep PEC
- PEC/Dep PEC to contact members of the Parish Emergency Group

Cllr Jen Mulberry	Parish Emergency Coordinator (PEC)	cllrjmulberry@charltonvillage.org.uk Tel 07789391268
Cllr Clive Ward	Deputy PEC	cllrcward@charltonvillage.org.uk Tel 07538596344

Introduction

1. This Plan has been initiated by Charlton Parish Council to be used in the event of an Emergency occurring in the settlement of Charlton. The plan provides a clearer understanding of the roles and responsibilities of the various support agencies. The plan enlists local people to help others in the community - including a list of contacts should residents require help in the event of an emergency.
2. The plan is intended to provide a self-help response, during any emergency affecting the parish community when the normal emergency response by the Emergency Services and County/ Borough Councils is delayed because of the scope or nature of the emergency.
3. Parish Emergency Group (PEG)

Name	Role	Contact
Cllr Jen Mulberry	Parish Emergency Coordinator (PEC)	cllrjmulberry@charltonvillage.org.uk 01264 358395 07789391268
Cllr Clive Ward	Deputy PEC	cllrcward@charltonvillage.org.uk 01264 332789 07538596344
Cllr Jacqueline Smith	Chair of Parish Council	cllrsmith@charltonvillage.org.uk 07938 561609
Terry Milne	Parish Church Point of Contact	terrymilne62@googlemail.com 01264 391504 07771637667
Cllr Phil Wylde	PEG Member	philwylde@ntlworld.com 07775852024

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Ian Smale	PEG Member	cllrismale@charltonvillage.org.uk 07421 354874
Mike Bonarius	PEG Member	cllrmbonaris@charltonvillage.org.uk 07512614477
Heather Bournier	Parish Council Clerk	clerk@charltonvillage.org.uk 07880706601

4. Local Risk Assessment

Risks	Likelihood	Impact on Parish	What can the Parish Emergency Group do to prepare?
Epidemic/Pandemic	Medium	High Possible lock down Vulnerable residents require support eg with food and medical supplies	<ul style="list-style-type: none"> Learn lessons from COVID-19 pandemic 2020 Commission and nurture a Community Support Group aimed at routinely supporting vulnerable and elderly so it can react more quickly to an emergency Identify and maintain a list of vulnerable people
Snow/ice	Medium	Medium Residents unable to get supplies, medical support	<ul style="list-style-type: none"> Identify vulnerable people Identify residents with 4x4 Scheduled yearly checks of salt bins
Utilities Outage	Medium	Low Short term heating, lighting and communication s affected	<ul style="list-style-type: none"> Identify vulnerable people Identify places of evacuation and rest centres Identify alternative power sources/generators
Gas Leak	Low	High Requirement to evacuate	<ul style="list-style-type: none"> Identify places of safety Ensure pub and Church Hall accessible
Helicopter Crash Military Low Fly Zone	Low	High Requirement to evacuate	<ul style="list-style-type: none"> Identify places of safety Ensure pub and Church Hall accessible

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

Building	Location	Potential use in an emergency	Contact details of key holder
Salto Centre	Salto Centre	Rest Centre/Safe Place	Paddy Lavelle 07792894464 Debbie Roberts
Church Hall	St Thomas's Church	Rest Centre/safe place	Church Warden(s): Sally Brewer 01264 366394 Jean Milne 01264 391504 Clive Ward 07538596344
Royal Oak Pub	Village Centre	Rest Centre/safe place	Jody Morgan 01264 352893 07590 814080
Harrow Way School	Harrow Way Andover	Rest Centre/safe place	Pauline Wells pauline.wells@harrowway.hants.sch.uk

6. Key Skills and Resources Available

Local skills and resources assessment. Skill/Resource	Who?	Contact details	Location	When might be unavailable?
Trained first aider	Jody Morgan Louise Martin	01264 352893 07710022242	Royal Oak Pub	
Doctor Nurse	Charlton Hill Surgery Local nurses/doctors?	01264 337979		
Defibrillator			<ul style="list-style-type: none"> • The Royal Oak Pub • The Leisure Park Café • Andover Rugby Club 	Phone 999, obtain code and follow instructions

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Chainsaw owner (tree surgeon)	Josh Pritchard Richard Oliver	07880557005 07876555446		
Water/food supplies	Tesco Village Shop Charlie's Lake Café Charlton Lakes Cafe	0345 0269497 Get buy in Get buy in Get buy in	Village Centre Village Centre Opposite Royal Oak Charlton Lakes	
Tractor/4x4	Richard Oliver	07876555446		
Plumbers	Harry Mulberry Gary Thompson Foxcotte Plumbing	07846410291 07933690444 07798666855 01264 335 481	Tower Close SP10 4RS	
Electricians	Steve Ruberry Luke Hoare	07590927991 07990591280	steve.ruberry@gmail.com	
Gas Fitters	Harry Mulberry Richard Oliver	07846410291 07876555446		
Telephone Engineers	BT Southern Business Communications	0800 800150 01264 336644		
Vet		01264 358808	15 Foxcotte Rd, Charlton, Andover SP10 4AR	

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Distribution:

Name	email address
Michael White	mwhite@testvalley.gov.uk
Cllr Jacqueline Smith	cldrsmith@charltonvillage.org.uk
Cllr Jen Mulberry	cldrjmulberry@charltonvillage.org.uk
Cllr Clive Ward	cldrward@charltonvillage.org.uk
Terry Milne	terrymilne62@googlemail.com
Cllr Phil Wylde	philwylde@ntlworld.com
Ian Smale	cldrismale@charltonvillage.org.uk
Mike Bonarius	cldrmbonaris@charltonvillage.org.uk
Heather Bourner	clerk@charltonvillage.org.uk

Plan amendment list

Date of amendment	Date for next revision	Details of changes made	Changed by
04/04/2020	04/10/2020	Adjusted Risk assessment in light of COVID-19. Re-ordered plan to be more useful and effective.	Clive Ward

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Annex A to
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Community Emergency Plan

ROLE OF THE PARISH EMERGENCY CO-ORDINATOR (PEC)

1. The role of the PEC is to:
 - a. Advise and help local community preparations for the response to an emergency.
 - b. Assess local problems that may arise in the event of abnormal circumstances such as a major incident or a natural disaster occurring.
 - c. Identify vulnerable local residents such as the elderly who may require assistance.
 - d. Determine the capabilities of the community to care for itself during an emergency in the absence of support from the emergency services and county/borough authorities.
 - e. Ensure that Councillors/ Parish Emergency Group (PEG) are aware of their role should an emergency occur
 - f. Ensure that the local community is aware of the Parish Council's Emergency Plan.
 - g. Ensure that all those involved in the cascade call out system (see Annex B) are aware of what action they have to take.
 - h. Maintain the Parish Emergency Resource Register with the aid of the Parish Emergency Group
 - i. Liaise with the TVBC Safety and Emergency Planning Advisor to identify suitable training that may be available to emergency volunteers.

2. On receipt of call from a resident, Hampshire County Council Emergency Planning Duty Officer or the TVBC Safety and Emergency Planning Advisor the PEC will:
 - a. Assess the situation within the community.
 - b. Activate the Parish Emergency Call Out procedure
 - c. Report the local situation to the TVBC [Michael White \(mwhite@testvalley.gov.uk / 01264 368013\)](mailto:mwhite@testvalley.gov.uk)
 - d. Organise such local resources as are available within the community.
 - e. Provide local knowledge to the emergency services or other organisations, as and when they are able to respond to the incident.

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Annex B To
Charlton Parish
Community Action Plan

Possible Agenda for First Meeting of PEG after an Incident Occurs

<p>Date: Time: Location: Incident: Attendees:</p> <p>1. What is the current situation?</p> <p>Location of the emergency. Is it near:</p> <ul style="list-style-type: none">• 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? <p>Are there any vulnerable people involved?</p> <ul style="list-style-type: none">• Elderly• Families with children <p>What resources do we need?</p> <ul style="list-style-type: none">• Food?• Off-road vehicles?• Blankets?• Shelter? <p>2. Establishing contact with emergency responders</p> <p>3. How can we support the emergency services?</p> <p>4. What actions can safely be taken?</p>
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Establishing contact with emergency responders

[Use this space to record the procedure for contacting and updating local emergency responders following your Parish Emergency Group meeting. These can be obtained by contacting community.resilience@hants.gov.uk]