

# Lacey Green Parish Council

Covering the villages of Lacey Green, Loosley Row & Speen

## Parish Emergency Plan

**Plan Updated March 2020**

**Nearly all emergencies affecting communities will be dealt with routinely by joint response of the emergency services, local authorities and the major utilities. However, there may be occasions when circumstances, such as storm damage or deep snow, delay the arrival of outside assistance, and the community will need to help itself.**

**This Plan aims to provide a framework to cope with emergencies affecting the Parish and community of Lacey Green, Loosley Row & Speen, when outside assistance from the emergency services and local authorities is delayed.**

The main objective of the Plan is to establish an Emergency Management and Activation Team that can:

- ❑ Identify the risks to the community and take action to mitigate them
- ❑ Identify vulnerable people in the community and develop plans to assist/protect them
- ❑ Identify resources in the community available to assist during an emergency
- ❑ Provide key contact details for the Emergency Management and Activation Team, Key Community Resources, the Emergency Services and Local Authorities

The secondary objective is to reasonably regularly review the plan and amend it to bring it up to date.

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## Distribution List

Lacey Green Parish Council

Andy Foreman - Emergency Planning Team Wycombe District Council – 01494 421981

## Plan Ownership & Maintenance Details

March 2020

Councillor Roger Craft has volunteered to draft and update the Plan. It is hoped that the Plan can be updated at least annually, and more frequently where key contact details need changing.

## Emergency Management and Activation Team

| Name             | Role                           | 24hr Telephone  | Email address                   | Home Address                                |
|------------------|--------------------------------|-----------------|---------------------------------|---|
| Cathryn Davies   | Chair of Parish Council        |                 | cathryn@widmer.co.uk            | Widmer Farm<br>Lacey Green<br>HP27 0PG      |
| Roger Craft      | Deputy Chair of Parish Council |                 | rogercraft50@gmail.com          | Holly Cottage,<br>Speen HP27 0RU            |
| Miv Hughes       | Parish Councillor              |                 | miv@laceygreen.com              | Ridgeway Lodge<br>Saunderton HP27 9NL       |
| Philip Suter     | Parish Councillor              |                 | philip.suter@yahoo.ie           | Kildare, Speen<br>HP27 0SP                  |
| Tim MacGillivray | Parish Councillor              |                 | tim.macgillivray@daisygroup.com | Omega Cottage,<br>Loosley Row<br>HP27 0PD   |
| Jean Roberts     | Parish Councillor              |                 | jeanroberts.mail@gmail.com      | Dew Pond<br>Cottage Lacey<br>Green HP27 0PT |
| Vacancy          | Parish Councillor              |                 |                                 |   |
| Frank Post       | Clerk to the Parish Council    | 01296<br>668206 | clerk@laceygreen-pc.org.uk      | 2 Brandon Court<br>Long Marston<br>HP23 4RA |

## Activation Triggers

Any member of the Emergency Management and Activation Team can activate this plan. Normally this will follow notification or realisation of an incident affecting the community. The activating member should advise the Chair of the Parish Council (or Deputy Chair, if the Chair is unavailable).

# Local Risk Analysis

| Risks         | Impact on community   | What can the local Emergency Team do to prepare?   | What can the local Emergency Team do to respond?   |
|---------------|---|--|--|
| Storm         | <ul style="list-style-type: none"> <li>• <i>Trees lying across the roads</i></li> <li>• <i>Damage to property</i></li> <li>• <i>Power cuts</i></li> </ul>   | <ul style="list-style-type: none"> <li>• <i>Identify drivers with all terrain/condition vehicles and those with towing equipment and/or chainsaws, willing to assist</i></li> <li>• <i>Identify volunteers willing to try to assist those with damaged property</i></li> </ul> | <ul style="list-style-type: none"> <li>• <i>Receive calls for assistance</i></li> <li>• <i>Activate assistance through voluntary drivers and other volunteers</i></li> </ul>                               |
| Heavy Snow    | <ul style="list-style-type: none"> <li>• <i>People cannot travel or vehicles stuck in the snow</i></li> <li>• <i>Vulnerable people in particular may run short of provisions</i></li> <li>• <i>Health appointments could be missed</i></li> </ul> | <ul style="list-style-type: none"> <li>• <i>Identify drivers with all terrain/condition vehicles and those with towing equipment, willing to assist</i></li> <li>• <i>Identify vulnerable people and relevant contacts</i></li> </ul>  | <ul style="list-style-type: none"> <li>• <i>Receive calls for assistance</i></li> <li>• <i>Activate assistance through voluntary drivers and contacts</i></li> </ul>                                       |
| Rail Incident | <ul style="list-style-type: none"> <li>• <i>Derailment or crash within the Parish near to residents</i></li> </ul>  | <ul style="list-style-type: none"> <li>• <i>Offer assistance of access to the Recreation Ground and through Village Hall Committee, to the Village Hall</i></li> </ul>   | <ul style="list-style-type: none"> <li>• <i>Receive calls for assistance</i></li> <li>• <i>Activate assistance through communication with emergency services and the Village Hall Committee</i></li> </ul> |

# Organisation Contacts for Vulnerable People

*Record details of organisations active in your local area that may be able to help you identify vulnerable people in an emergency. We should consider the old, the young and those with disabilities etc.*

| Organisation                  |  | Telephone                 |
|-------------------------------|--|---------------------------|
| Women's Institute Speen       |  | 01494 488529              |
| Women's Institute Lacey Green |  | 01494 562455              |
| Age Concern                   |  | 0800 055612<br>(National) |
| Social Services               |  | 01494 475000              |

Arrangements should be made for door-to-door checks in an emergency.



# Local Skills, Resources, Equipment & Labour

This is a list of contacts with useful skills/equipment who have volunteered to assist:

| Skill/resource  | Contact details | Location      |
|---|-----------------|---------------|
| 4x4 owner/driver,<br>Chainsaw owner/<br>tree surgeon                    | 07768 383418    | Great Hampden |
| 4x4 owner/driver,<br>tractor, Chainsaw<br>and other useful<br>equipment | 01494 488420    | Speen         |
| 4x4 owner/driver,<br>tractor and other<br>equipment                     | 01494 488283    | Speen         |
| 4x4 owner/driver,<br>tractor, Chainsaw<br>owner                         | 01844 345315    | Lacey Green   |
| 4x4 owner/driver,<br>tractor, Chainsaw<br>owner                         | 01844 344093    | Lacey Green   |
|   |                 |               |
|   |                 |               |
|   |                 |               |

## Local Companies Facilities / Contacts

In addition to the list of skilled people and practical resources it is useful to list the contact details of local businesses that may be able to assist in an emergency. In addition to the supplies and premises owned by the business they may have staff with important skills.

| Company                          | Type of Business                  | Contact      | Availability                         | Other facilities              |
|----------------------------------|-----------------------------------|--------------|--------------------------------------|-------------------------------|
| Briants                          | Tools, fencing etc                | 01844 343663 | 6 days a week                        | First aid                     |
| Hildreths                        | Tools, Hardware, china, cafe etc. | 01494 862720 | 7 days a week, various opening times |                               |
| Post Office & Stores             | PO & general stores, Speen        | 01494 488258 | 7 days a week, various opening times | Food and basic provisions     |
| Post Office & Stores             | Village Hall, Lacey Green         | 01494 488315 | Opening times 9 to 12 M-F            | Food and basic provisions     |
| The Pink & Lily                  | Public House                      | 01494 489857 |                                      | Food & Drink                  |
| The Whip Inn                     | Public House                      | 01844 344060 |                                      | Food & Drink                  |
| The Black Horse                  | Public House                      | 01844 345195 |                                      | Food & Drink                  |
| Co-op Food, Walters Ash          | Convenience Store                 | 01494 563327 |                                      | Supermarket                   |
| MFG Service Station, Walters Ash | Garage & General stores           | 01494 562205 |                                      | Fuel, Food & Basic provisions |
|                                  |                                   |              |                                      |                               |
|                                  |                                   |              |                                      |                               |



## Reception Centres / Rest Centres

| Building Name                           | Address                                      | Facilities available                              | Key holder<br>Contact details | Other Comments  |
|---|--|---|-------------------------------|---|
| Village Hall<br>Lacey Green             | Main Road,<br>Lacey Green<br>HP27 0QT        | Hall, tables,<br>chairs,<br>kitchen,<br>toilets.  | 07922 184886<br>Key Holder    | 1 <sup>st</sup> Choice in an<br>emergency for<br>Lacey Green &<br>Loosley Row |
| St Johns<br>C of E<br>Primary<br>School | Main Road,<br>Lacey Green<br>HP27 0PL        | Rooms,<br>tables, chairs,<br>kitchen,<br>toilets. | 01844 343521                  | Headteacher<br>Mr. I Newton   |
| Speen<br>Village Hall                   | Studridge<br>Lane, Speen<br>HP27 0SA         | Hall, tables,<br>chairs,<br>kitchen,<br>toilets   | 01494 488180<br>01494 488500  | 1 <sup>st</sup> Choice in an<br>emergency for<br>Speen                        |
| Speen<br>Church Hall                    | Chapel Hill<br>Speen HP27<br>0SP             | Hall, tables,<br>chairs,<br>kitchen,<br>toilets   | 01494 488875                  |   |
| Speen<br>C of E<br>Primary<br>School    | Flowers<br>Bottom Lane,<br>Speen HP27<br>0SX | Rooms,<br>tables, chairs,<br>kitchen,<br>toilets. | 01494 488321                  | Headteacher<br>Mrs. Jacqueline<br>Coles                                       |
| Local Pubs                              | See details on<br>previous page              |   |                               |   |
|   |  |   |                               |   |

## Useful Numbers

| Name                           | Organisation                                       | Tel Number  |
|--------------------------------|--|---|
| Thames Valley Police           | TV Police  | 101 Call Centre   |
| Wycombe District Council       | Emergency Planning                                 | 01494 421981 Andy Foreman<br>01494 421890 Brian Rodgers           |
| Buckinghamshire County Council | Resilience Team<br>Social Care<br>Highways on Call | 01296 383228 Duty EPO<br>01494 474536<br>08452302882              |
| Environment Agency             | Flood Incident<br>Incident line                    | 0845 988 1188<br>0800 80 70 60                                    |
| Thames Water                   |  | 0845 920 0800   |
| Southern Electric              |  | 0845 770 8090<br>105 or 0800 3163105                              |
| Gas                            | Transco  | 0800 111 999  |
| Chiltern Rail                  |  | 01296 332110 / 07880 503555<br>Chris Clark - Safety and Standards |
| Rail Track                     |  | 02079 229541  |

## First Steps in an Emergency

|   | Instructions  | Tick |
|---|---|------|
| 1 | Ensure you are in no immediate danger   |      |
| 2 | Call 999 (if require police, ambulance etc)   |      |
| 3 | Contact other members of the Emergency Management and Activation Team and members of the community that need to be alerted including:<br>a) Those specifically at risk<br>b) Volunteers and key holders where appropriate |      |
| 4 | If necessary, call a meeting of the Emergency Management and Activation Team but ensure the venue is safe and people can get there safely   |      |

## Notification of an Incident

If you become aware of a serious incident happening or threatening to develop, remember to take down and pass on the following information:

- Your name, your contact telephone number, your address / location
- Full details of the incident as far as you are able to ascertain without putting yourself at risk
- Exact location of incident
- Emergency Services requested
- Estimated human and/or animal casualties (if any)
- Hazards and road blockages



# Maps

