

GREAT BEALINGS

**COMMUNITY
EMERGENCY PLAN**

KEEP IN A SAFE PLACE FOR FUTURE REFERENCE

GREAT BEALINGS EMERGENCY PLAN

AIMS & OBJECTIVES

The aim of the Plan is to give facts and contact points to enable swift action in the event of a community emergency.

The objective is to provide a coordinated approach in an emergency to increase the resilience of the local community.

Most people help one another in an emergency but residents willing to volunteer assistance in a coordinated way should contact the Emergency Plan Coordinator with details of any particular skills or equipment and their contact details so that an up to date list can be maintained.

For elderly or vulnerable people neighbour awareness can be critical so please be aware of those around you who may need assistance in times of emergency.

Plan Coordinator Anthony Sheppard Tel 01473 735850 Mobile 07730 309505

Version 1 December 2016

ACTIVATION OF THE EMERGENCY PLAN

In the event of a Community Emergency involving any immediate threat to life you should first dial 999 for the Emergency Services (Police, Fire or Ambulance).

If there is no immediate threat to life but you have information likely to help the Emergency Services please dial 101.

The information in this Plan is designed to be used by any local resident whenever needed.

For coordinated efforts on a larger scale please contact the Plan Coordinator Anthony Sheppard Tel; 01473 735850 Mobile 07730 309505 or the Parish Council Chairman Charles Barrington Tel: 01473 735684

The Plan may also be activated by one of the responding agencies eg; the Local Council or the Emergency Services.

Activities by Volunteers named in the Plan will be covered by insurance arranged by Suffolk Coastal District Council when the Plan is activated by them or by the Emergency Services except for the use of motor vehicles which are the responsibility of the user.

There is a separate Emergency Plan for St Mary's Church a copy of which is attached to this Plan.

EMERGENCY SHELTER

Emergency Shelter including overnight accommodation can be arranged at the Village Hall for people unable to access their own homes.

Contact the Coordinator Anthony Sheppard Tel 01473 735850 Mobile 07730 309505 or the Village Hall Secretary Margaret Wilson Tel. 07769 195132 for Hall access and arrangements.

Emergency bedding and food provision are available from the Rapid Relief Team contact Mark Ward Tel 01473 636460 Mobile 07848 453137

Bed and Breakfast accommodation can be obtained in the village from:-

Apple Tree Cottage, Boot Street Contact Martin or Sharon Cripps Tel 01473 738997 Mobile 07526 386571

The Granary, Bealings Hall, Hall Farm Road Contact Julian or Leah Haywood Smith Tel 01473 735880 Mobile 07760 024582

There are also several B&B places nearby in Grundisburgh (see websites via Google).

GREAT BEALINGS EMERGENCY PLAN

LIST OF COMMUNITY ORGANISATIONS THAT CAN HELP

- Police – Safer Neighbourhood Team Tel; 101
- Rapid Relief Team (contact Mark Ward) Tel; 01473 636460
- Age UK Suffolk Tel; 01473 351234 Local rep Jenny Shaw Tel 07962 087205
- Suffolk Family Carers Tel; 01473 835400
- Suffolk County Council Social Care - Emergency Duty Service (24 hrs) Tel; 0808 800 4005
- St Johns Ambulance Tel; 0844 7704800
- British Red Cross Tel; 01394 385877
- Suffolk Coastal District Council – Emergency Planning Officer Tel: 01473 265321 (Suffolk Resilience)

USEFUL LOCAL CONTACTS

- Rev Celia Cook, Parish Priest Tel; 01473 878104
- Rev Philip Merry Assistant Curate Tel; 01394 610972
- Benefice Safeguarding Officer Dr Gina Corani Tel; 01473 620696
- Electricity Priority Services Register (for elderly, blind, deaf and people dependent upon electrical medical equipment) Tel; 0845 601 4516
- Free National Phone number for reporting electricity failures Tel; 105 (regardless of Supplier)

FOR LOCAL BUSINESSES

* Business Continuity Planning assistance available see

www.suffolkresilience.com

- Police Connect is a free messaging service for businesses providing information on emergency alerts, crimes etc. Register at www.suffolk.police.uk/policeconnect

LIST OF VOLUNTEERS

Anthony Sheppard	The Homestead, Boot Street Tel: 01473 735850 Mob: 07730 309505	Plan Coordinator
John Midwinter	Lower Cottage, Lower Street, Great Bealings Tel: 01473 735622	Well-equipped workshop
Regan Scott	Tel: 01473735308 Email: reganjscott@gmail.com	Chainsaw Car with Tow Bar Well-equipped workshop
Rob Munn	Tel: 07850 414817 Email: robmun@outlook.com	4x4 owner and trained off road driver Chainsaw
Julian Hayward – Smith	The Granary, Great Bealings Tel: 01473 735880 Mob: 07760 024582 Email: jhaywood.smith@gmail.com	First Aider Emergency Accommodation Chainsaw
Craig Robinson	Tel: 01473 738447 Mob: 0777 3050501 Email: swissss@live.com	Chainsaw Works from home so usually available
Charles Barrington	The Lodge, Lodge Road Tel: 01473 735684 Email: Charles.barrington@ardachy.com	Chainsaw Emergency Accommodation 4x4 Owner Trailer Generator
Paul Norris	The Boot, Boot Street Tel: 01473 738572 Mob: 07957 470175	Building and Property skills 4x4 owner
Martin Cripps	Apple Tree Cottage Boot Street Tel: 01473 738997 Mob: 07526 386571	Emergency Accommodation
Mark Ward	Rapid Relief Team Tel: 01473 636460 Mob: 07848 453137	Field Kitchen Emergency bedding etc

NOTE:-	The use of chainsaws by volunteers is at their own risk. The competency of any volunteer is not warranted.	

GREAT BEALINGS EMERGENCY PLAN

LOCAL RISK ASSESSMENT

FLOODING

IMPACT ON THE COMMUNITY

- Flooding of local roads and footpaths
- Access impeded in and out of village and to people's homes and property
- Damage to homes and property
- People displaced/homeless
- Failure of services eg; sewerage; electricity etc.
- Crop damage
- Animal displacement eg, horses, cattle etc.
- Vehicles stranded

ACTION TO PREPARE

- Flood warnings
- Road diversion signage
- Home flooding defences including advice and equipment
- Evacuation from flooded or at risk homes - especially older people
- Temporary shelter and food for displaced families
- Alternative animal accommodation
- Drainage construction and ditch clearing

ACTION PLANS FOR FLOODING

FLOOD WARNINGS are issued by :-

- The Met Office in 3 levels on 24 hr Floodline 0345 9881188 and at www.metoffice.gov.uk
- The Environment Agency – search on line by postcode at www.environment-agency.gov.uk Sign up for free flood warning service by phone, text or email.
- Suffolk Resilience – circulate warnings by email www.suffolkresilience.com

- BBC Local News broadcast daily on radio and TV and on line at www.bbc.co.uk/weather (type in IP13 area) or phone 01473 250000
- SIGN UP to Flood Warnings Direct (message sent to your phone by text or to your email address) on the Environment Agency website at www.environment-agency.gov.uk

HOME FLOODING PREVENTION ADVICE is available from:-

- The Environment Agency www.environment-agency.gov.uk
- Suffolk Coastal District Council via Suffolk Resilience Forum www.suffolkresilience.com
- Your Insurance Company. See www.floodre.co.uk for affordable insurance for properties at risk from flooding under the Flood Re Scheme.
- Anglian Water – for burst water mains or sewerage overflows
Tel: 03452 145 145

THINGS TO CONSIDER:-

- Removable barriers for doors and windows
- Temporary seals for doors and air bricks
- One way valves on toilets and drainage pipes to decrease risk of sewerage backing up into a building during a flood. Pan seals and toilet bungs are easily fitted.
- Pump and sump systems which drain water from below floor level
- Waterproof bags and sheeting to protect possessions from water damage
- Keeping electrical apparatus and valuable items out of cellars
- Install water sensors to detect rising water levels
- Replacing timber floors with concrete
- Keeping a supply of sandbags (not now available from the Council)
- Storing sensitive and sentimental items upstairs if possible
- See “Home Owners Guide to Flood Resilience” on www.knowyourfloodrisk.co.uk containing much useful information.

WHO TO CONTACT ABOUT FLOODING

- Environment Agency Floodline 0345 988 1188 or 03708 506 506
- Flooding from sewers and water pipes contact Anglia Water 0800 771 881 (24 hours)

- Flooding on highway 08456 066067

EVACUATION

- Emergency evacuation process available from Suffolk Fire Service Phone 01473 260588 or from Police Phone 101
- List and contact telephone numbers elderly and/or vulnerable people maintained by The Coordinator Tel 01473 735850
- Temporary shelter available at The Village Hall – contact The Coordinator Phone 014730735850 or the Caretaker Phone 07769 195132
- Emergency food and drinks service available from Rapid Relief Team (national charity with local team members resident in the village providing a free service) Phone 07848 453137
- Bed & Breakfast Accomodation is available from:-
Appletree Cottage, Boot Street Phone 01473 738997
The Granary, Hall Road Phone 01473 735880
Seckford Hotel Phone 01394 385678
- Suffolk Resilience Forum has a multi agency Response Plan to a major incident and can access all the relevant emergency organisations
Phone 01473 265321 www.suffolkresilience.com

ROAD CLOSURE OR DIVERSION SIGNAGE

- Contact Police Phone 101
- Contact Suffolk County Council Highways Dept Phone 03456 066171

STRANDED VEHICLE RECOVERY

- Local recovery service from The Vehicle Surgeon Phone 01473 735575
- Police Phone 101
- AA; RAC; or Green Flag services (if a member)

ANIMAL EMERGENCY RECOVERY

- Contact RSPCA Phone 0300 9997321. Nearest Animal Centre 2 Mill Lane, Martlesham.
- Contact DEFRA Phone 0300 0200301

DRAINAGE AND DITCH CLEARANCE

- Contact Environment Agency Phone 03708 506506
- Contact Land owner eg. Cranworth Estate Office Phone 01473 738139

HEALTH RISK

- Remember flood water may contain sewage and has risk of contamination to property, footwear and clothing. Do not allow children to play in the floodwater. Walking through floodwater is dangerous due to unseen obstacles and raised manholes etc.

GREAT BEALINGS EMERGENCY PLAN

LOCAL RISK ASSESSMENT

SNOW/SEVERE FROST

IMPACT ON THE COMMUNITY

- Road closure or access impairment
- Public services disruption
- Utility services disruption
- Burst or leaking water pipes

ACTIONS TO PREPARE

- Pipe lagging especially in lofts, cellars and outbuildings
- Confirm location of water stop cock
- House heating (even when unoccupied to prevent burst pipes)
- Keep a supply of salt and/or sand to treat footpaths, driveways and particularly steps
- Keep snow moving equipment handy
- Winter Preparedness (Health and Wellbeing) advice is available on the NHS website at www.nhs.uk/Livewell/winterhealth

ACTION PLANS

- Remove snow build up from vulnerable roofs especially glass conservatories
- Local plumbers listed in Yellow Pages. Nearest firm Charles Clarke, Grundisburgh Phone 01473 354295
- Inform Insurers of burst pipes or water/snow damage. They can arrange emergency action and repairs.
- For road closure/diversion contact Suffolk County Council Highways Department Phone 0345 606 6171

- For vehicle removal - nearest local tow truck Vehicle Surgeon, Hasketon Phone 01473 735575
- Remember to assist elderly or vulnerable neighbours in cold weather particularly with heating and food provision.

GREAT BEALINGS EMERGENCY PLAN

LOCAL RISK ASSESSMENT

FIRE

IMPACT ON COMMUNITY

- Damage to property, crops etc
- Possible evacuation of immediate area to avoid smoke/fumes inhalation
- Damage to underground electricity cable – access restriction

ACTIONS TO PREPARE

- Fit smoke alarms and check at least annually
- Conduct a regular Risk Assessment of your house or premises (internal and external) including escape routes.
- Ensure safe storage of flammable materials
- Have an extinguisher and fire blanket handy in kitchen area
- Remember that most domestic fires are started by candles or smoking materials
- Obtain an Electrical Safety Certificate at least every 10 years.
- Fire prevention advice available from Suffolk Fire Service Phone 01473 260588 Email www.suffolk.gov.uk/emergency-and-rescue They offer a free home visit with advice on fitting smoke alarms, extinguishers and making an escape plan.
- HSE website has general advice on fire safety www.hse.gov.uk
- Excavations near buried cables to be authorized by National Grid Tel; 0800 688588

ACTION PLANS

- Phone 999
- Evacuate premises immediately and assist elderly and young people to vacate area
- Remove animals from areas of smoke
- For medical attention in large scale incidents contact St John's Ambulance Tel 01473 241500
- Inform Insurers as soon as possible who will arrange emergency repairs and temporary accommodation for policyholders
- For refreshments to residents in cases of evacuation and for Field Kitchen for the attending Emergency Services personnel contact Rapid Relief Team Tel: 01473 636460 Mobile 07848 453137

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LOCAL RISK ASSESSMENT

GAS MAIN BURST

IMPACT ON COMMUNITY

- Note that there is a high pressure natural gas pipeline running through the village
- Evacuation of surrounding area if leakage occurs
- Fire – actual or high risk
- Vandalism or malfunction at Pumping Station on Hasketon Road causing leak or fire
- Accidental striking with agricultural or construction machinery or in road accident.
- Domestic LPG Gas Tank explosion or fire

ACTION TO PREPARE

- Pipeline position is marked at regular intervals on route through village including at road crossings.
- No dig areas in close proximity to pipe line
- No fires near pipeline or pumping station or domestic LPG Gas Tanks

ACTION PLANS

- Phone Gas Board Emergency line if gas smell 0800 111 999
- Phone Police or Fire Service Dial 999
- Evacuate local area as soon as possible
- For road closure or diversion contact Police or Suffolk County Council Highways Department Tel: 0345 606 6171

- Engage Rapid Relief Team Tel: 01473 636460 Mobile 07848 453137 for Field Kitchen services etc.
- Use Village Hall as place of sanctuary Tel: The Hall Secretary 07769 195132

GREAT BEALINGS EMERGENCY PLAN

LOCAL RISK ASSESSMENT

ROAD ACCIDENT

IMPACT ON COMMUNITY

- Road closure or access impairment
- Injury to persons or animals
- Property damage
- Chemical, oil or gas leakage from delivery vehicle

ACTIONS TO PREPARE

- Notify dangers eg; road disrepair or hazardous road conditions to Suffolk County Council Highways Dept. Tel: 0345 606 6171 or to Parish Council Clerk Tel: Dee Knights 01473 624240
- Defibrillator located at Village Hall (from 2017)

ACTION PLANS

- In emergency ring 999 for Ambulance, Police or Fire Services
- For road closure and/or diversion contact Suffolk County Council Highways Dept. Tel: 0345 606 6171
- Vehicle removal – Police will arrange or AA; RAC or Greenflag (if a member). Nearest local vehicle recovery service Vehicle Surgeon Hasketon Phone 01473 735575
- Remember you are obliged to report a road accident if any injury occurs/results.

GREAT BEALINGS EMERGENCY PLAN
LOCAL RISK ASSESSMENT
GALE/HIGH WINDS

IMPACT ON THE COMMUNITY

- Damage to property/persons
- Road access impeded by fallen trees or debris
- Power etc. cables damaged and supply services lost

ACTIONS TO PREPARE

- Prune trees overhanging roads or property. If trees protected by Tree Preservation Order contact Suffolk Coastal District Council Arboricultural Officer Phone 01394 444241
- When high winds forecast secure objects vulnerable to wind damage or likely to cause damage if wind blown
- Register for Priority Electricity Service Tel: 0845 601 4516 or online at www.ukpowernetworks.co.uk under Priority Services Register. Support is available during a power cut to elderly and vulnerable people and for young children with a 24 hour priority telephone number and tailored support.

ACTION PLANS

- Road blockages Phone Police 101
- Power Cuts Tel: 105 (free call) to report a power cut and for help and advice regardless of who your electricity supplier is.
- Inform your Insurance Company immediately – most insurance policies cover storm damage and Insurers will arrange emergency repairs.
- Property damage – emergency repairs – local builders Charles Clarke & Son Phone 01473 354295
- Tree or debris removal from the highway Phone Suffolk County Council Highways Dept. Phone 0345 6066171 who have statutory

authority to remove trees from the highway or a public Right of Way. Police will also arrange this Phone 101.

GREAT BEALINGS EMERGENCY PLAN

LOCAL RISK ASSESSMENT

AIRCRAFT CRASH

IMPACT ON COMMUNITY

- Note that the village is on the flight path for Stanstead Airport and for military helicopters between Woodbridge and Wattisham airfields
- Damage to property
- Injury to persons or livestock
- Closure of local roads – access impairment
- Fire/explosion
- Loss of utility services

ACTIONS PLANS

- Dial 999 for immediate alert to Emergency Services
- Displaced persons or livestock – See Action Plan as for Flooding
- Engage Rapid Relief Team for services to displaced residents and emergency services personnel Tel: 01473 636460 Mobile 07848 453137 (Contact is Mark Ward)

**ST MARY'S CHURCH GREAT BEALINGS – IN THE EVENT OF AN
EMERGENCY:**

THE CHURCH IS IN HALL ROAD, GREAT BEALINGS, IP13 6NL

THERE ARE NO NEARBY PUBLIC TELEPHONES

MAIN CONTACT DETAILS:

PRIEST-IN-CHARGE: Rev Celia Cook, The Rectory, 5 Brook Lane, Playford
IP6 9DY. Tel 01473 878104

CHURCH WARDEN: Norman Porter, Rill Cottage, Kiln Lane, Great Bealings,
IP13 6NJ. Tel: 01473 735565

OTHERS (locking team) WHO CAN GIVE DETAILS OF COMBINATION LOCK
FOR CHURCH AND CARPARK (on opposite side of road): Eric Barnett (Lodge
Road): 01473 735565 (Secretary): Jonathan Keer (Lodge Road): 01473
735220: (nearest) – Julian Haywood Smith (The Granary, Hall Road): 01473
735880: Roger Roseboom (Lower Street): 01473 735153: Mervyn Decker –
(Grundisburgh Road) 01473 735742.

ACCESS: there is no vehicular access within 50 meters of the church
entrances. There is parking space for a maximum of 3 cars in the front of
the toilet/storage block. The path leading is narrow. The exit is dangerous,
as it leads out on to a busy road. Emergency access would have to be via the
double gate opposite the North porch, (currently unused and barred up) or
via the 5 bar gate beyond the church shed. In both instances primary access
would have to be from down by the bridge towards Boot Street.

The ELECTRICAL SWITCHBOARD is connected within a cupboard in the
vestry – far right hand side. The Vestry is at the west end of the church,
through heavy blue curtains.

There is NO GAS, NO OIL, NO CHURCH TELEPHONE. MAINS WATER is
laid on – there is an outside tap on the wall to the right of the North Porch.

MAJOR ITEMS to be cleared in the event of an emergency; two wooden
chairs in the sanctuary (but they are chained to the wall). Frontals etc – in
boxed cupboard right hand side of the vestry. Fine linen – cupboard of the
left hand wall of vestry.

FIRE EXTINGUISHERS:

The two SAFES are very heavy, made of metal and probably fireproof.

Most items have *microdot* protection, and *smartwater* is used.

Church Warden.

EMERGENCY PLAN COMMUNICATION

- Village Hall Noticeboard and Secretary
- Church Porch
- Great Bealings Website
- Suffolk Coastal District Council – Emergency Planning Officer
- Police
- Fire Service
- Ambulance Service
- Little Bealings Parish Council
- Suffolk Joint Emergency Planning Unit
- Howard Construction
- Cranworth Farms
- Appletree B&B
- Granery Barn B&B
- Age UK Suffolk
- Suffolk Carers
- Environment Agency
- Rapid Relief Team
- All Volunteers