

Hazlemere Parish Council Community Emergency Plan

Plan last updated on: August 2018

If you are in immediate danger call 999

Plan Contact List

Name	Role	Phone number/email address	Issued on
All Councillors	Councillor	See list below	23 August 2018
Clerk	Clerk	07751248762	23 August 2018
Bucks County Council	Emergency Planning Officer		
Wycombe District Council Andrew Collinson	Emergency Planning Officer	01494 421710	6 October 2017
Emergency Services		999	

Plan amendment list

Date of amendment	Date for next revision	Details of changes made	Changed by
07/11/17	05/12/17	Draft updated sent to HPC for finalising	JV
January 2018	Summer 2018	Population of document	Clerk
August 2018	November 2018	Items populated	Clerk

Contents

Plan Contact List.....	2
Plan amendment list	2
Activating an emergency response	4
Community emergency management team	4
Local risk assessment	4
Local resources – skills and volunteers	6
Local resources - community organisations working with vulnerable people	7
Local resources – places of safety/rest	9
Local resources – communications	11
Sample telephone tree.....	Error! Bookmark not defined.
First steps in any emergency.....	12
Next steps to support people who may be vulnerable.....	13
Next steps in case of fire or accident.....	Error! Bookmark not defined.
Next steps in case of flood or extreme weather	Error! Bookmark not defined.
Next steps in case of an evacuation.....	14
Next steps in case of medical emergency or pandemic	Error! Bookmark not defined.
Contact details for organisations with an emergency response roleMap of Hazlemere with key locations	15

Activating an emergency response

The following may activate an emergency response:

1. Request from County or Wycombe District Council
2. Request from emergency services to Parish Councillors or Clerk
3. Reasonable request by community members or the Clerk
4. Proactive decision by Parish Councillors to activate a response, for example in the event of severe weather

Community emergency management

All Councillors living in the Parish will be designated liaison officers.

Jane Baker Vice Chairman of Council	2 Oakengrove Cottages Oakengrove Road HP15 7LW	07773 596674	jbaker@hazlemereparishcouncil.org.uk
Andy Baldwin	88 Roberts Ride HP15 7AF	01494 717086 07525 443144	abaldwin@hazlemereparishcouncil.org.uk
Alan Cecil	11 Gorse Walk HP15 7UN	01494 814470 07776 381626	acecil@hazlemereparishcouncil.org.uk
John Hagan	17 Grove Road HP15 7QY	01494 523612 07940 641711	johndhagan@aol.com
John Horton	Lime Tree House 3a Swallow Drive HP15 7JB	01494 712662 07970 643145	jhorton@hazlemereparishcouncil.org.uk
Catherine Oliver	20 Willow Chase HP15 7QP	01494 534366 07717 834281	Catherine.Oliver@wycombe.gov.uk
Milly Roberts Chairman of Council	4 Grove Road HP15 7QY	01494 522979 07969 787204	milandil@yahoo.co.uk
Alex Slater	C/O Hazlemere Parish Council Cedar Barn Barn Lane HP15 7BQ	07515 459240	alex.slater_hpc@btinternet.com
David Thompson	22 Southfield Drive HP15 7HB	01494 712282 07773 333589 (07773 333605)	dave.thompson.hpc@gmail.com
Judy Weaver	55 Inkerman Drive HP15 7JJ	01494 711037	judyweaver@btinternet.com

Local risk assessment

Risks	Impact on community
For any emergency	<ul style="list-style-type: none"> • Immediate or potential impact on some (or those passing through) • Anxiety among residents not directly affected • Need to warn and assist vulnerable people
Fire or accident: <ul style="list-style-type: none"> • Major fire/explosion • Petrol station blowing up • Major road accident • Gas leak 	<ul style="list-style-type: none"> • Individuals needing shelter • Disruption to roads (particularly crossroads) • Anxious residents/sightseers
Extreme weather: <ul style="list-style-type: none"> • Flood • Storms • Prolonged snow 	<ul style="list-style-type: none"> • Localised flooding • Individuals needing evacuation/shelter – either from buildings or cars stuck on roads • Need to warn and assist vulnerable people • Disruption to roads (particularly crossroads) • Trees coming down
Health emergency: Epidemic eg of flu	<ul style="list-style-type: none"> • May be a curfew • Need to warn and assist vulnerable people • May lead to loss of essential services
Loss of essential services: <ul style="list-style-type: none"> • Major power outage • Loss of water • Loss of medical services • No access to food/water • No internet • No cash/payment systems 	<ul style="list-style-type: none"> • Key infrastructure may not work eg some landlines • May require standpipes • Difficulty with comms • May need short-term payment systems
Other: <ul style="list-style-type: none"> • Civil disturbance/Terrorism • Animal escapee 	<ul style="list-style-type: none"> • May be a curfew • Significant media interest

Local resources – skills and volunteers

Skill/Resource	Who?	Contact details	Location	When might be unavailable?
Trained first aider	St Johns Ambulance Red Cross NHS Ambulance Service Chairtable Trust	0844 770 4800 0844 871 8000 999	Harlow Road HP13 6AA West End Road HP11 2QB	
4x4 owner/driver	Hazlemere Parish Council Truck	01494 715548	Barn Lane HP15 7BQ	
Chainsaw owner (local tree surgeons)	Chiltern Rangers Hazlemere Parish Council	01494 474486 01494 715548	Fennels Road HP11 1SL Cedar Barn HP15 7BQ	
Water/food supplies	Co-op 21 Rose Avenue HP15 7PH Co-op 37 Park Parade HP15 7AA	01494 812425 01494 717080	Rose Avenue Park Parade	
Source of volunteers	Hazlemere and Widmer End Good Neighbours Scheme Red Cross Sports Association Wycombe Homeless Connection Fete Committee 871 Penn Air Cadets Hazlemere Community Centre Residents Associations Hazlemere Youth Club	01494 718202 01296 739309 01494 712662 01494 447699 01494 81300 07725 894221 01494 815180 01494 436938 01494 813364	8 Castle Street HP13 6RF Sir William Ramsay School Rose Avenue HP15 7UB Rose Avenue HP15 7UB	Lynne Pearson John Horton Ray Cox Plt D Cecil Jools Janet Burrows Andy Rose

	High Wycombe Army Cadet Force Hazlemere Evening WI Sea Cadets British Legion 7 th HW Scouts	07897 516336 01494 526685 01494 450887 01494 816484 01494 813000		Chris Williams Craig Peet Colin Doyle Ray Cox
Alternatives means of communication	Wycombe Sound Hazlemere Residents facebook Councillors/volunteers door knocking	01494 449900 www.facebook.com/groups/hazlemereresidents		
Technical support	Wycombe Sound	01494 449900		
Local police	PC James Benfield	999		
Help with animals	Vets: Crossroads Vets	01494 718700	351 Amersham Road HP15 7HL	
Help with benefits, insurance claims	HW Citizens Advice Bucks Age UK	034 449 94108 01296 431911	15 Queen Victoria Road HP11 1BB 145 Meadowcroft HP19 9HH	

Local resources - community organisations working with vulnerable people

Organisation	Name and role of contact	Phone number
Bucks County Council Adult Social Services		01296 383204 088 999 7677
Jackson Court	Warden Housing 21	0370 192 4000
Hazlemere and Widmer End Good Neighbours	See above	
Dial-a-Ride		01494 766123
St James Court	No contact details individual residents	

McCarthy & Stone x 2	No contact details individual residents	
Royal British Legion	See above	
Bucks Vision	Barbara Rimmington	01494 564019
Parkinsons UK	Tony Vaughan	01494 712353
Hazlemere Youth Club	See above	
Bucks Befriending Scheme & Memory Support Service		<u>01494 670909</u> (Office opening times: Monday-Friday, 09:00-17:00)

Local resources – places of safety/rest

Building name	Address	Facilities	Key Holder contact details	Other
Hazlemere Community Centre	See above	Halls, Toilets, Car Park		
Cedar Barn	See above	Small Kitchen Hall + meeting room Toilets Disabled access and toilets Communications Parking		Good for operational support
Hazlemere Memorial Hall	See Above	Small Kitchen Hall + meeting room Toilets Showers Disabled access and toilets Communications Ample parking		Good for parking large vehicles
Hazlemere Library	312 Amersham Road HP15 7PY	Rooms and small parking, communications	01296 382415	
Hazlemere Youth Club	See above	Rooms toilets		
Churches	Hazlemere Methodist 43 Penn Road HP15 7LS	Kitchen Hall + meeting room Toilets	01494 814530 01494 814822	Michael Alderson
	Holy Trinity 262 Amersham Road HP15 7PZ	Kitchen Hall + meeting room Toilets Car Park	01494 523191	
Schools	Sir William Ramsay	Multiple rooms, showers, large grounds, parking and	01494 815211	

	<p>Manor Farm Junior Infant 37 Rose Avenue HP15 7PH</p> <p>Cedar Park Cedar Avenue HP15 7EF</p>	<p>Toilets</p> <p>Multiple rooms, Toilets, parking and outside grounds</p> <p>Multiple rooms, Toilets, parking and outside grounds</p>	<p>01494 814622 01494 814622</p> <p>01494 711918</p>	
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Local resources – communications

Resource	Who?	Contact details	Location	When might be unavailable?
Parish Council website	Clerk			Outside office hours
Hazlemere Residents Facebook page	Alan Cecil	See above		
Local media	Wycombe Sound	Keith Higgins, 01494 449900 Dave Thompson		
	Bucks Free Press	Andrew Colley 01494 755096		
Community notice boards	Clerk	See above		

First steps in any emergency

	Instructions	Tick
1	Call 999 if appropriate (unless already alerted)	
2	Ensure you are in no immediate danger	
4	Make yourself known to Incident Commander	
3	Contact other Parish Councillors and Clerk if available to agree: <ul style="list-style-type: none"> • Means of communication • Suitable operational base, if necessary – ensure it can be reached safely 	
5	In consultation with Incident Commander agree actions and responsibilities.	
6	Consider impact on any vulnerable groups and any actions necessary. See page X	
7	Consider what to communicate , and to whom <ul style="list-style-type: none"> - Parish Council website - Hazlemere Residents Facebook page - Local news media (Bucks Free Press, Wycombe Sound) - Volunteer organisations 	
8	Make sure you keep a log of decisions, actions, and information received (see Annex)	

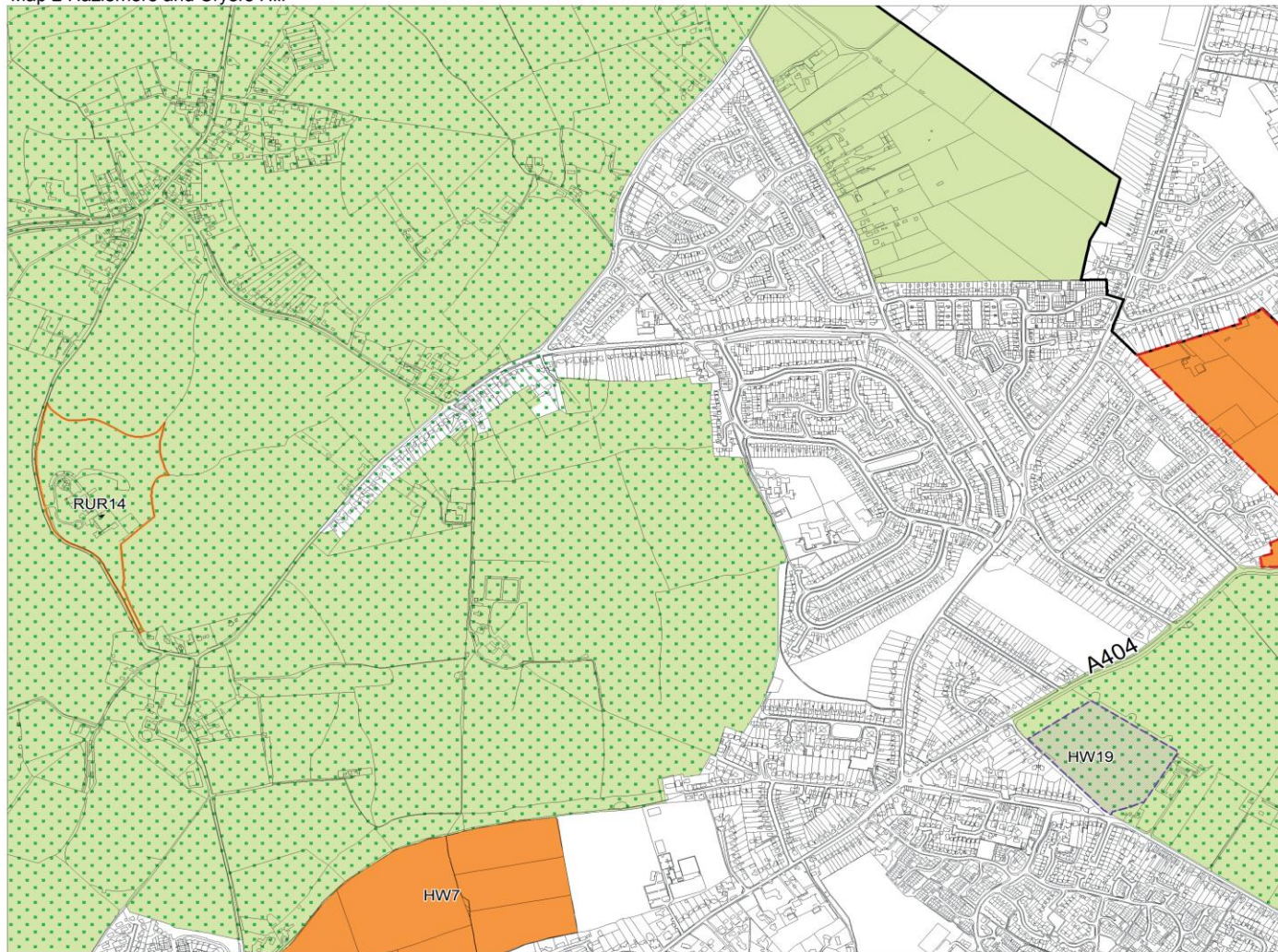
Next steps to support people who may be vulnerable

	Instructions	Tick
1	Identify those who may be particularly vulnerable to this particular emergency, e.g. <ul style="list-style-type: none"> - People with a particular health condition or need that is affected, e.g. dependent on medical equipment - People who may find it difficult to evacuate because of age or disability - People who are isolated because of living alone, age, disability, digital exclusion, or difficulty with English - People who are carers - People who are particularly vulnerable to anxiety, e.g. those with mental health issues 	
2	Provide manpower in liaison with County Adult Social Services Safeguarding team.	
3	Notify emergency services	
4	Encourage neighbours to look out for people at risk (using e.g. facebook page, local media)	
5	Establish what assistance is needed, and refer to relevant agencies: <ul style="list-style-type: none"> - Evacuation - Medical - Care/befriending - Shopping 	
5	Be aware that some may seek to exploit the vulnerabilities of others, e.g. rogue traders offering repairs. Where possible, agree follow-up visits from local police or other trusted agency e.g. fire & rescue.	

Next steps in case of an evacuation

	Instructions	Tick
1	Assist local emergency services with door knocking if required.	
2	The local authority is responsible for setting up a rest centre assist if required	
4	If asked, contact keyholders for possible emergency locations and ask them to stand by.	
5	If asked, contact organisations who may be able to provide volunteers.	

Map 2 Hazlemere and Cryers Hill



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