

# Chilbolton Parish Council Community Emergency Plan

Plan Updated:

October 2023

**If you are in immediate danger call  
999**



**CabinetOffice**



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# Plan Distribution List

Name	Role	Phone number/email address
Hampshire County Council	Emergency Planning Unit	T: 01962 846846 E: <a href="mailto:epoffice@hants.gov.uk">epoffice@hants.gov.uk</a> W. <a href="http://hants.gov.uk/community/emergencyplanning">hants.gov.uk/community/emergencyplanning</a>
Chilbolton Parish Council	Parish Clerk	Mandy Denyer Tel: 07514 670919 E: <a href="mailto:Chilbolton.clerk@hotmail.co.uk">Chilbolton.clerk@hotmail.co.uk</a>
Chilbolton Parish Council	Emergency Co-ordinator	David Griffiths Tel: 01264 860313/07788 582852 E: <a href="mailto:cllgriffiths.chilboltonpc@hotmail.com">cllgriffiths.chilboltonpc@hotmail.com</a>
Chilbolton Parish Council	Deputy Emergency Co-ordinator	George Marits Tel: 01264 860293/07966 861613 E: <a href="mailto:cllmarits.chilboltonpc@hotmail.com">cllmarits.chilboltonpc@hotmail.com</a>
Chilbolton Village Hall	Village Hall Chairman	Tony Ewer Tel: 01264 860486/07770408123 E: <a href="mailto:tonyewer@me.com">tonyewer@me.com</a>
Hampshire Police	Police community support – Andover South	Sgt Boughay 25051 PC Dawber 27699 PCSO Spyridon Mouzakis 18147 E. <a href="mailto:spyridon.mouzakis@hampshire.police.uk">spyridon.mouzakis@hampshire.police.uk</a> Tel: Police HQ 101 <a href="#">Web contact</a>
Test Valley Borough Council	Emergency Planning Officer	Michael White Tel: 01264 368013 E: <a href="mailto:mwhite@testvalley.gov.uk">mwhite@testvalley.gov.uk</a>
Community Volunteers	Communication Support	Held by Plan Activation Officers

Chilbolton Shop	Provision Support to Emergency Centre	Nicky Bond Tel: 01264 860231 E: Shop@chilboltonshopandtearoom.com
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# Plan Amendment List

Date of amendment	Date for next revision	Details of changes made	Changed by
September 2022	September 2023	<ul style="list-style-type: none"> <li>- Updated contacts</li> <li>- Added Emergency Centre Arrangements</li> </ul>	Parish Councillors
Sept '23	DD/MM/YY	<ul style="list-style-type: none"> <li>- Updated Andover South police</li> <li>- Added Stockbridge surgery contact number</li> <li>- Updated NHS direct contacts</li> <li>- Added online link to report environmental incident</li> <li>- Updated Southern water contacts</li> <li>- Amended SSEN and southern water contact numbers</li> <li>- Updated Age Concern Hampshire contact number</li> </ul>	
DD/MM/YY	DD/MM/YY		

# Local Risk Assessment

RISK MATRIX SCORE		IMPACT		
		HIGH	MEDIUM	LOW
LIKELIHOOD	HIGH	A	B	C
	MEDIUM	D	E	F
	LOW	G	H	I

Hazard	Impact	Mitigation in Place	Mitigation possible	Risk Matrix Score
Flooding	<ul style="list-style-type: none"> <li>Loss of access</li> <li>Loss of utilities</li> <li>Water damage</li> </ul>	<ul style="list-style-type: none"> <li>Monitor flood warnings issued by the Environment Agency</li> <li>Identify any residents that require shelter</li> </ul>	<ul style="list-style-type: none"> <li>Police traffic diversions in place</li> <li>Emergency rest centre activated</li> <li>Residents install floodgates</li> <li>Residents store sandbags</li> </ul>	H
Total or partial loss of gas, electricity, water or telephone	<ul style="list-style-type: none"> <li>Loss of heating and/ or cooking facilities</li> <li>Loss of lighting</li> <li>Loss of sanitary facilities</li> <li>Loss of communication</li> </ul>	<ul style="list-style-type: none"> <li>Notify utility provider</li> </ul>	<ul style="list-style-type: none"> <li>Identify any residents that require rest centre</li> <li>Emergency rest centre activated</li> </ul>	E
Severe weather	<ul style="list-style-type: none"> <li>Fallen trees</li> <li>HCC unable to clear roads</li> <li>Building damage</li> </ul>	<ul style="list-style-type: none"> <li>Identify roads that need immediate clearance</li> <li>Identify dangerous trees</li> </ul>	<ul style="list-style-type: none"> <li>Identify any residents that require shelter</li> <li>Emergency rest centre activated</li> <li>Enlist volunteers/maintenance contractor with chainsaws or tractors with chains</li> </ul>	C
Major fire	<ul style="list-style-type: none"> <li>Building damage</li> <li>Threat to life</li> </ul>		<ul style="list-style-type: none"> <li>Evacuate area</li> <li>Emergency rest centre activated</li> </ul>	G

Heavy snow	<ul style="list-style-type: none"> <li>• Access in and out and within the village difficult</li> <li>• Loss of utilities</li> <li>• Care providers unable to meet their commitments</li> <li>• Disruption for pedestrians and possible physical injury</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor weather warnings issued by the Met Office</li> <li>• Ensure all grit bins are full</li> </ul>	<ul style="list-style-type: none"> <li>• Contact care providers to ensure they can meet their commitments</li> <li>• Contact neighbourhood watch coordinators so they can check on vulnerable people in the area</li> <li>• Emergency rest centre activated</li> </ul>	C
Major road accident	<ul style="list-style-type: none"> <li>• Many injured people</li> <li>• Emergency services require assistance</li> </ul>		<ul style="list-style-type: none"> <li>• Contact First Aiders, emergency services</li> </ul>	G
Gas leak or explosion	<ul style="list-style-type: none"> <li>• Building damage</li> <li>• Threat to life</li> </ul>		<ul style="list-style-type: none"> <li>• Evacuate area</li> <li>• Emergency rest centre activated</li> </ul>	G
Terrorism or violence	<ul style="list-style-type: none"> <li>• Building damage</li> <li>• Threat to life</li> <li>• Many injured people</li> <li>• Emergency services require assistance</li> </ul>		<ul style="list-style-type: none"> <li>• Evacuate area</li> <li>• Emergency rest centre activated</li> <li>• Contact First Aiders, emergency services</li> </ul>	G
Aircraft accident	<ul style="list-style-type: none"> <li>• Building damage</li> <li>• Threat to life</li> <li>• Many injured people</li> <li>• Emergency services require assistance</li> </ul>		<ul style="list-style-type: none"> <li>• Evacuate area</li> <li>• Emergency rest centre activated</li> <li>• Contact First Aiders, emergency services</li> </ul>	G

# Local Skills and Resources Assessment

Skill/resource	What?	Contact	Location	When might be unavailable?
Andover War Memorial Hospital (NO A&E Dept)	Hospital	01264 358811	Charlton Road, Andover, Hampshire, SP10 3LB	
Winchester (Royal Hampshire County) Hospital	Hospital	01962 863535	Romsey Road, Winchester, Hampshire, SO22 5DG	
Medical treatment and advice	Doctors' surgery	Ann Spooner, Practice Manager 01264 810524	Stockbridge	
Mr Rick Mawer	First Aider	2 Eastmans Field SO20 6AT 01264 860604 & 07767 608696	Chilbolton	
Provide sustenance at rest centre		Assess emergency situation to determine requirements and action with Chilbolton Stores	Chilbolton	
Chilbolton Parish Council Website	Local Information	<a href="http://www.chilboltonparishcouncil.org.uk">www.chilboltonparishcouncil.org.uk</a>	Chilbolton	N/A



# Key Locations Identified with Emergency Services for use as Places of Safety

<b>Building</b>	<b>Location</b>	<b>Potential use in an emergency</b>	<b>Contact details of key holders</b>
Chilbolton Village Hall	Eastman's Field	Rest centre/ safe place	Kate Ballard, Booking Secretary T: 01264 860524 E: chilboltonhallbookings@outlook.com
In the event the Village Hall is not available:- St Mary the Less Church	Winchester Street	Rest centre/ safe place	Churchwarden (currently vacant)  Andrew Kent (PCC Chairman) 01264 860584

# Emergency Contacts

1. Emergency Services – 999
2. Hampshire County Council - 01962 841841, or their  
Emergency Planning Unit - 01962 846846  
([epoffice@hants.gov.uk](mailto:epoffice@hants.gov.uk) or [emergency.planningteam@hants.gov.uk](mailto:emergency.planningteam@hants.gov.uk))
3. Test Valley Borough Council – 01264 368000 or their  
Emergency Planning Officer – 01264 368013
4. Chilbolton Parish Council Emergency Co-ordinator – David Griffiths, 01264 860313
5. Chilbolton Parish Council Deputy Co-ordinator – George Marits, 01264 860293
6. Police HQ – 08450 454545 or 101 ([www.hampshire.police.uk](http://www.hampshire.police.uk))
7. Fire Service HQ – 02380 644000 ([www.hantsfire.gov.uk](http://www.hantsfire.gov.uk))
8. NHS Direct – 111 ([NHS 111 online - NHS Digital](https://www.nhs.uk))
9. Environment Agency Floodline – 0845 988 1188 ([www.environment-agency.gov.uk](http://www.environment-agency.gov.uk))
10. Environment Agency Pollution Incident - 0800 807060 ([Report an environmental incident - GOV.UK \(www.gov.uk\)](https://www.gov.uk))
11. Hampshire Highways – 0845 8504422 ([www.hants.gov.uk](http://www.hants.gov.uk)) or 101 or 99912
12. Stockbridge Surgery – 01264 810524 or 111 Out of hours
13. Andover War Memorial Hospital (No A&E Dept) - 01264 358811
14. Winchester (Royal Hampshire County) Hospital – 01962 863535
15. Village Hall Keyholders –  
Tony Ewer (Village Hall Chairman) – 01264 860486  
Kate Ballard (Village Hall bookings secretary) – 01264 860524
16. Southern Water – Emergencies - 0330 303 0368; Leaks – 0800 820 999 or 0330 303 0146
17. SSEN– (Power cuts, dangerous situations, and damage to network) 105
18. National Gas Emergencies – (gas or carbon monoxide emergency) 0800 111999
19. Test Valley Borough Council – for Sandbags – 01264 368000
20. Salt/Grit Bins – Hampshire County Council - [www3.hants.gov.uk/roads/winter-maintenance/roadsalting](http://www3.hants.gov.uk/roads/winter-maintenance/roadsalting)

## Plan Activation Officers:

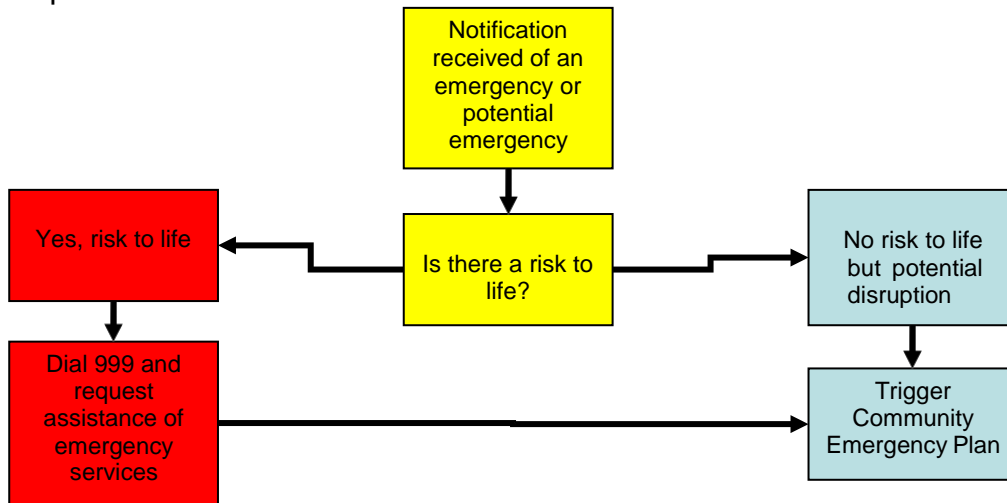
Cllr David Griffiths	T: 01264 860313	M: 07788 582852
Cllr George Martis	T: 01264 860293	M: 07966 861613
Cllr Tony Ewer	T: 01264 860486	<u>M: 07770_408123</u>
Cllr Geoff Cockram	T: 01264 860333	M: 07703 775743
Mandy Denyer (Parish Clerk)	T: 01264 860566	M: 07811 151714/07514 670919

# Activation Flow Charts

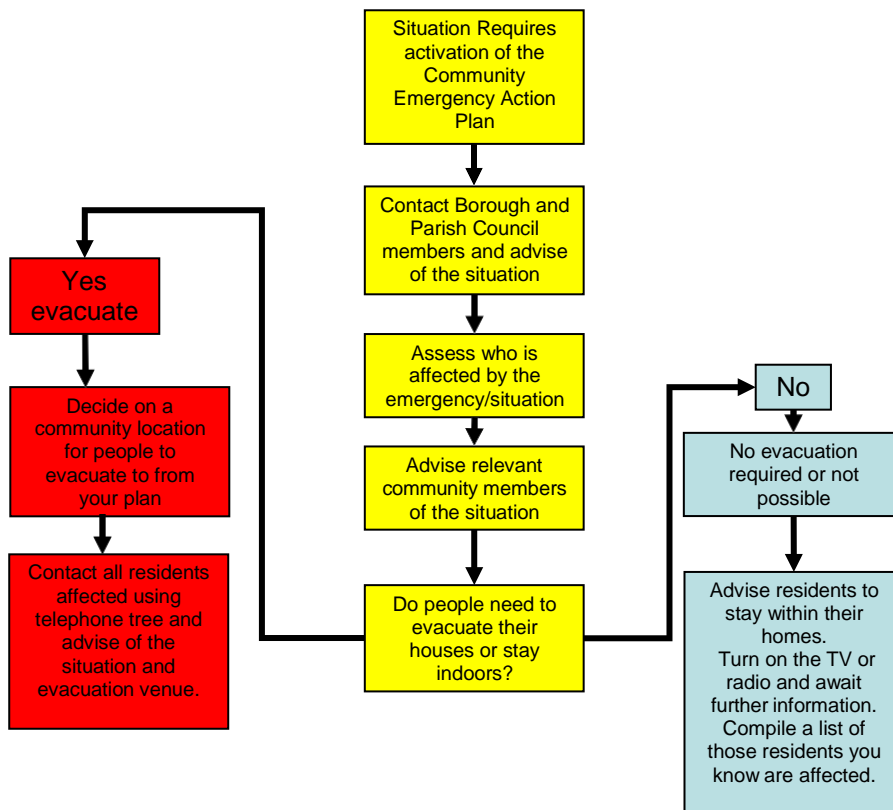
## What to do in an Emergency

The following flowcharts will give you advice of the best course of action to take when alerted to an emergency.

All emergency situations are different and you must remember that should you or any member of local community be in danger then you should call 999 and request emergency help.



If the situation requires you to instigate the community emergency action plan.....



# Emergency Centre

## Chilbolton Village Hall as an Emergency Centre Tel: 01264 861456

### Background

The Chilbolton VH was set up in 2016 as an emergency centre for Chilbolton and surrounding villages with an emergency electrical generator, cooking, heating and washing facilities with oil and bottled gas, telephone line, internet connection.

### Trigger to activate

Any emergency affecting multiple residents can activate the VH as an emergency centre.

This would include power outage, major accident, fire damage, communications failure, storm warnings, flooding, road or bridge closure and similar.

### Timing

The VH will open as an emergency centre within 4 hours of an emergency but normally at either of 9am, 12 noon, 3pm, 6pm when the generator will be set to auto start, heating switched on and water heated. All local residents will be made aware of this timing. This could be changed to earlier times depending on circumstances. Suitable notices will be on display at the VH, village shop (and Abbots Mitre pub). The VH will remain operational until the emergency is over.

### Organisation and communication

The emergency working team (Plan Activation Officers) will contact VH and local Community Volunteers (list of volunteers maintained and available to emergency team).

- **VH Volunteers** will ensure start-up of generator, heating and supply of perishable food, drinks etc from the Village shop. Set up tables and chairs. Work around bookings for the VH. Arrange other provisions e.g. extra cleaning and waste disposal, blankets etc.
- **Community Volunteers** will in turn contact their neighbours by personal calling or if available phone calls to advise of the emergency, opening time for VH and feedback any special needs. (Each will keep and regularly update a list of their neighbours so that they are aware of contact numbers and frailty, disability, illness so that where necessary transport can be arranged).

## Community Organisations that may be Helpful with Identifying Vulnerable People or Communities, in an Emergency

Organisation	Name and role of contact	Phone number
Stockbridge Surgery	Ann Spooner, PracticeManager	T: 01264 810524 E: <a href="mailto:WHCCG.StockbridgeSurgery@nhs.net">WHCCG.StockbridgeSurgery@nhs.net</a>
Age UK Hampshire		T: 01962 868545 W. <a href="http://ageconcernhampshire.org.uk">ageconcernhampshire.org.uk</a>

## Media Contacts

Organisation	Contact details
Andover Advertiser	T: 01264 321205 E: <a href="mailto:newsdesk@andoveradvertiser.co.uk">newsdesk@andoveradvertiser.co.uk</a>
Wave 105 (105.2)	T: 01489 481050 E: <a href="mailto:news@wave105.com">news@wave105.com</a>
The Breeze Andover (106.4)	T: 03332 400 380 E: <a href="mailto:andover@thebreeze.com">andover@thebreeze.com</a>
The Breeze Winchester (107.2)	T: 03332 406 407 E: <a href="mailto:winchester@thebreeze.com">winchester@thebreeze.com</a>
Heart FM Thames Valley (102.9)	T: 0118 928 8800
Heart FM Solent (96.7)	T: 0845 481 1111
BBC Radio Solent (96.1)	T: 02380 374519
BBC TV Southampton	T: 02380 226201 E: <a href="mailto:south.today@bbc.co.uk">south.today@bbc.co.uk</a>
ITV Meridian Southampton	T: 0808 10 10 095 & 0844 881 2000 E: Go to: <a href="http://www.itv.com">www.itv.com</a>

## Medical/First Aid

In the event of injury or illness within the community the assistance of professional medical support should be sought e.g. Ambulance, Doctor, Paramedic, First Responder, Qualified First Aiders.

Details of medical support available in this area:

<b>Name</b>	<b>Contact No.</b>
Police/Ambulance/Fire	999
Stockbridge Surgery	01264 810524
Mr Richard Mawer	01264 860604 & 07767 608696
Local Resident First Aiders	George and Carole Marits – 01264 860293 Emma Way – 01264 860649 David & Sally Griffiths – 01264 860313 Amanda Spice – 01264 860300 Gwen Picco – 07768 044048
Andover War Memorial Hospital (NO A&E Dept)	01264 358811
Winchester (Royal Hampshire County) Hospital	01962 863535

# First Steps in an Emergency

Steps to be followed when the plan is activated

	<b>Instructions</b>	<b>Tick</b>
<b>1</b>	Dial <b>999</b> if life or property are threatened in your community by incident or emergency	
<b>2</b>	Contact County and/or Borough Council (see contact sheet)	
<b>3</b>	Use the log sheet at the back of the plan to record: <ul style="list-style-type: none"><li>• Any decisions you have made</li><li>• Who you spoke to and what you said</li></ul>	
<b>4</b>	Contact other members of the Community that need to be alerted: <ul style="list-style-type: none"><li>• Those specifically under threat</li><li>• The Parish Council via the Clerk</li><li>• Volunteers and key holders that may be needed</li></ul> Contact initially may be to inform them of the emergency or inform them of current Emergency Service advice regarding any action to be taken.	

**UNDER NO CIRCUMSTANCE SHOULD YOU PUT YOURSELF OR OTHERS AT RISK TO FULFIL THESE TASKS.**



# Log Sheet

Date	Time	Information/Decision/Actions	Initials

# Community Emergency Group First Meeting Agenda

**Date:**  
**Time:**  
**Location:**  
**Attendees:**

**1. What is the current situation?**

**Location of the emergency. Is it near:**

**Are there any vulnerable people involved?**

**What resources do we need?**

**2. Establishing contact with emergency responders**

**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?**