

Preston Richard in Westmorland and Furness



PREP TEAM

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***Coordinator **Parish Council Clerk**

REVISION CONTROL SCHEDULE

Version	Date	Prepared by:	Reason for revision / issue
1	01/01/2019	Roger Gorman	Original
2	14/01/2019	Roger Gorman	Following Joe Murray's comments – amendments include the requirements for the revision of the plan
3	09/04/2019	Roger Gorman	As recommended by Lorraine Smyth's, Chief Executive of ACTION with Communities in Cumbria.
4	29/10/2020	Roger Gorman	Changes in team membership and Covid-19 Pandemic
5	28/01/2021	Roger Gorman	Separate document attached – PREP Covid-19 Response
6	10/01/2022	Roger Gorman	Update – changes in team membership
7	23/09/2022	Roger Gorman	Update – changes in team membership, update of the Plan
7a	25/09/2022	Roger Gorman	Minor amendments with input from Parish Clerk, Ann Park
7b	03/10/2022	Roger Gorman	Minor amendments as a result of Committee Meeting
8	09/10/2022	Roger Gorman	Added new Committee member
9	11/04/2023	Roger Gorman	Change to Westmorland and Furness
10	19/07/2023	Roger Gorman	Risk Assessments relating to Global Warming.
11	03/08/2023	Roger Gorman	Addition of Appendix 7 – National Risk Register – Cabinet Office
12	22/07/2024	Roger Gorman	Changes in Team membership

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1. INTRODUCTION AND SCOPE

An emergency/major incident is any event or circumstance (happening with or without warning) that causes or threatens death or injury, disruption to the community, or damage to property or to the environment on such a scale that the effect cannot be dealt with by the emergency services, local authorities, and other organisations as part of their normal day-to-day activities.

This document identifies the Emergency Plan for Preston Richard Parish.

This plan will be revised as and when deemed necessary, or reviewed at least annually should no shortcomings be noted. Any changes in processes, responsibilities or key personnel would necessitate updating the plan.

2 AIM OF THE COMMUNITY EMERGENCY PLAN

To increase resilience within the local community before, during and after emergencies, and to link into the county and district councils', and emergency services' emergency response structures. This Plan will document how the Parish of Preston Richard would respond in an emergency situation e.g. whilst awaiting the assistance of statutory authorities and emergency services, or in support of them. From April 2023 the plan is linked with Westmorland and Furness Unitary Council.

(It is noted that it is not the role of the community to take on the responsibilities of these agencies e.g. to save life, to take any risks to themselves or to cope for long hours without agencies' help and support.)

3 OBJECTIVES

The objectives of this plan are:

- to protect lives and property
- to promote mutual assistance within Preston Richard
- to sustain acceptable living conditions

We will therefore identify the risks to the community and relevant response actions, identify vulnerable people* and groups in the community, and identify resources in the community available to assist during an emergency.

4 ACTIVATION OF THE PLAN

This plan will be activated when an emergency has occurred or if warnings are received, prior to an anticipated event.

It will also be activated when emergency services need support or are not able to attend immediately. PREP will then put all or part of the Plan into effect as follows:

- Inform Emergency Services and Westmorland and Furness P&R Officer (if emergency reported locally), and Resilience Manager, Jonathan Burgess, Joint Emergency Management and Resilience Team (JEMR)
- Inform Clerk (Ann Park) and Emergency Co-ordinator (Roger Gorman)
- Convene PREP Group at Village Hall (Key Holders are Margaret Daunt, Martin Smith, Ann Park, and Roger Gorman) to decide an appropriate plan of action, which may include:
 - Activating Zone Co-ordinators to “warn & inform” and other volunteers – see Risk Assessment (Prep team to substitute if necessary.)
 - Considering vulnerable people
 - Setting up an emergency “Place of Safety” for any displaced people (Village Hall)
 - Activation of the Emergency Plan, re food, water, beds, toilets, entertainment (?)
 - Considering communications - telephone, mobile network, broadband
 - Considering other options

5 PLACES OF SAFETY

Although the Joint Emergency Management and Resilience Team and Westmorland and Furness Unitary Council are responsible for setting up a central rest centre during an emergency, it will be necessary to set up a temporary place of safety within the local community. In Preston Richard, the place of safety is designated as Endmoor Village Hall. Other suitable locations have been identified such as The Club Inn, St Patrick's CE School, and The Crooklands Hotel.

Preston Richard Emergency Plan - PREP

PREP and volunteers will keep a record of actions taken during an emergency. These will be entered into a central log, kept by PREP, so that they can be evaluated, and the plan altered if necessary.

6 PREP TEAM

The Team meets at least biannually to discuss local and national issues, and to update the Plan. Minutes of each meeting are taken and are available from the Emergency Coordinator.

Title	Name	Landline	Mobile	email
Parish Clerk	Ann Park	01539567411		clerk@prestonrichard.co.uk
Coordinator	Roger Gorman		07845662989	rogergormanr@aol.com
	Hilary Cowley		07805361853	hils22@btinternet.com
	Lawrence Cowley		07904834563	lpcowley@btinternet.com
	Carol Jackson		07858315222	cadgejackson@yahoo.co.uk
	Julia Lane	01539566076	07814582337	juliashenhouse@hotmail.co.uk
	Kath dos Santos		07746616580	kathydos71@gmail.com
Parish Chairman	Martin Smith	01539567453	07388939762	martin@smith-family.co.uk

Preston Richard Emergency Plan - PREP

Organisation	Telephone	Website / Email:	Twitter
Emergency Services	999 emergency 101 non-emergency		@Kendalpolice @Cumbriafire
Westmorland and Furness Unitary Authority			
Daytime (P&R Officer)	<i>Under Review</i>	www.westmorlandandfurness.gov.uk	
Out of hours			
Joint Emergency Management and Resilience (JEMR) Team			
Jonathan Burgess	01768 812500 07974 327725	Jonathan.burgess@westmorlandandfurness.gov.uk Kate.McGibbon@cumbria.gov.uk Lindsay.Nicholson@cumbria.gov.uk	
CALC	07918 687490 (Kate McGibbon) Cumberland 07468 764957 (Lindsay Nicholson) Westmorland and Furness		
Highways Hotline	03003 032992		
Environment Agency:			
General Enquiries	03708 506 506	www.environment-agency.gov.uk enquiries@environment-agency.gov.uk	@EAgency
Floodline	0345 988 1188		
Incident Hotline (reporting flooding, blocked culverts)	0800 807060 (24 hrs)		
United Utilities: Water	0345 672 3723	www.unitedutilities.com	
Electricity North West:	0800 195 4141 105 (power cut)	www.enwl.co.uk	@ElectricityNW
National Gas Emergency Service:	0800 111 999 (24hrs emergency)	www2.nationalgrid.com/UK/Safety/Gas-emergency	@nationalgriduk
BBC Radio Cumbria	0345 3051122	radiocumbria@bbc.co.uk	@BBC_Cumbria
Lakeland Radio (Smooth)	01539 737380	www.lakelandradio.co.uk	@LakelandRadio

7 COMMUNITY RESOURCES

Heavy Machinery:	Chelsie Gladstone L & W Wilson	015395 67601 / 07825 711805
Farmers:	Andrew Atkinson Graham Galbraith David Inman	015395 67330 015395 67704 / 07793 490649 07768 866166
Builders:	JG Masons Ian Mawson Chris Hodgson Ian Williams	015395 60608 015395 67405 07793 490649 07803 839651
Joiner:		
Plumber:	Simon Mason	07828 638735
Tree surgeon:	Colin Ellwood	015395 67413 / 07900 451836
Village Hall:	Margaret Daunt Mark Hamblett	015395 67218 07967635797
First Responders:	Martin Smith	015395 67453
Nursery:	Cheeky Monkeys	015395 67024
Electrician	Dan Metcalfe	055395 67991

8. EMERGENCY ZONES & COORDINATORS

Code	Zone	Name	Landline	Mobile
1a	Low Cottages, Weston Houses, Dove Nest Lane (N)	[REDACTED]	[REDACTED]	[REDACTED]
1b	Enyeat Road, Woodlands Close, Dove Nest Lane (S), Main St (S)	[REDACTED]	[REDACTED]	[REDACTED]
1b	Enyeat Road, Woodlands Close, Dove Nest Lane (S), Main St (S)	[REDACTED]	[REDACTED]	[REDACTED]
1c	Nutting Hill Lane, Stubb Farm Caravan Site	[REDACTED]	[REDACTED]	[REDACTED]
1d	Woodside Road	[REDACTED]	[REDACTED]	[REDACTED]
1e	Woodside Close, Elm Close, Woodside, Main St (N)	[REDACTED]	[REDACTED]	[REDACTED]
1f	Birchfield	[REDACTED]	[REDACTED]	[REDACTED]
1g	Gatebeck Road and Wilson's	[REDACTED]	[REDACTED]	[REDACTED]
1h	Sycamore Close	[REDACTED]	[REDACTED]	[REDACTED]
1i	St Patrick's CE Primary School	[REDACTED]	[REDACTED]	[REDACTED]
1j	Fellside Manor Estate	[REDACTED]	[REDACTED]	[REDACTED]
2	Summerlands, Row End	[REDACTED]	[REDACTED]	[REDACTED]
3	Low Park Estate	[REDACTED]	[REDACTED]	[REDACTED]
4	Crooklands	[REDACTED]	[REDACTED]	[REDACTED]
5	Crooklands Hotel	[REDACTED]	[REDACTED]	[REDACTED]
6	Milton	[REDACTED]	[REDACTED]	[REDACTED]
6	Milton	[REDACTED]	[REDACTED]	[REDACTED]
7	Showground	[REDACTED]	[REDACTED]	[REDACTED]
8a	Kidside, Garden Centre	[REDACTED]	[REDACTED]	[REDACTED]
8b	Deer Park	[REDACTED]	[REDACTED]	[REDACTED]
8c	Commonmire	[REDACTED]	[REDACTED]	[REDACTED]
8d	Birkrigg	[REDACTED]	[REDACTED]	[REDACTED]
8e	Low Park Farm, Urchinrigg Farm, The	[REDACTED]	[REDACTED]	[REDACTED]

	Kennels			
9a	Little Acre Caravan Site	[REDACTED]	[REDACTED]	[REDACTED]
9b	Gatebeck Road Caravan Site	[REDACTED]	[REDACTED]	[REDACTED]
9c	Millbrook Caravan Site	[REDACTED]	[REDACTED]	[REDACTED]
9d	September Cottage	[REDACTED]	[REDACTED]	[REDACTED]

Role and Training for Zone Coordinators

A public consultation, which included training for Zone Coordinators, took place in November 2018. Briefly, in an emergency, Zone Coordinators, carrying ID, will “warn and Inform” people living in their zone. They will ensure that all those identified within vulnerable people groups are offered assistance first followed by all other residents. They are aware that they will not operate in dangerous situations, they should not put themselves at any risk, and that the PREP team regard their personal safety as paramount. A Risk Assessment for Zone Coordinators has been completed. (See section 9.) Further training is planned. Should a Zone Coordinator be unavailable during an emergency their role will be taken on by a member of the PREP Team.

Vulnerable people are identified as:

- Children & infants
- Homeless
- Older people
- Pregnant women
- Mobility impaired
- Minority language speakers
- People with mental health impairments
- Tourists
- Sensory impaired
- Travelling community
- Temporarily or permanently ill people
- Those cared for by relatives
- Those supported by health or local authorities
- Over 70s
- Others with underlying health conditions

Funding

Preston Richard Parish Council have a budget for the Emergency Team, which is reviewed annually. The installation of electrical circuitry to allow the Village Hall to function on a generator should there be a power cut has been completed. A two-way radio with 8 handsets and hi-vis jackets have been purchased – thanks to L & W Wilson. B4RN have installed hyperfast broadband in the Village Hall.

The PREP Team would like to thank the following individuals and groups for their help in drawing up this plan:

Preston Richard Parish Council; Endmoor Village Hall Committee; Ann Park; Melvyn Lofty; Fran Richardson; Debbie Binch; Joe Murray; Andy Baines; Lorraine Smyth, L&W Wilson.

9. RISK ASSESSMENT (Volunteers and Zone Coordinators)

Date: 19th July 2023

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Harm from environmental conditions brought about by the emergency eg chemical or radioactive leaks	Public Community Volunteers Agency staff Risk of serious harm or death. Public Community Volunteers Agency staff Risk of serious harm or death.	PREP Team: Do not use volunteers – only the agencies can respond. If already on site then withdraw all volunteers whilst giving them up to date public safety advice from the responding agencies.	Safety advice will be presented to zone coordinators and volunteers as part of the volunteer role description. The volunteer role is about checking on neighbours and asking if they are ok. It is not about taking risks, putting themselves in danger, or carrying out any significantly physical or risky activity. Report ALL problems to the PREP team.	PREP Team	As and when volunteer groups join the PREP Team	
Vehicles	Volunteers may be hit by vehicles. Risk of serious injury or death	Zone Coordinators and Volunteers: Follow the green cross code. Wear a hi-vis jacket. Carry a torch	As above	As above	As above	
Flood Waters	Public or volunteers. Shallow water can sweep people off their feet if moving quickly – risk of drowning. Manhole covers may be open but hidden – risk of drowning. Cold water immersion can bring about hyperthermia.	Zone Coordinators and Volunteers: Do not enter flood water for any reason	As above	As above	As above	
High Winds	Public or volunteers Blown over or hit by debris from buildings or trees. Risk of severe injury or death.	Zone Coordinators and Volunteers: Take shelter indoors when necessary or advised to do so.	As above	As above	As above	

Injuries to back	Public or volunteers Manual handling activity can damage the spine and soft tissue for the long term.	Zone Coordinators and Volunteers: Avoid manual handling activity such as lifting, lowering, carrying, pushing, pulling	As above	As above	As above	
Cold / Freezing weather	Public or volunteers. Inadequate clothing can bring about hyperthermia.	Zone Coordinators and Volunteers: Wear warm and waterproof clothing suitable for the conditions	As above	As above	As above	
Dark / Night	Public or volunteers. Floodwaters may be concealed if hard to see. Uneven or steep surfaces may be difficult to notice in poor light. Risk of drowning and broken bones.	Zone Coordinators and Volunteers: Carry a charged and bright torch and a spare torch. Do not enter flood water. Avoid poorly lit areas where possible.	As above	As above	As above	
Verbal/ Physical Abuse	Public or volunteers. Verbal abuse or physical assault by people in crisis – risk of mental trauma or physical injury.	Zone Coordinators and Volunteers: Remain calm and sympathetic or back away.	As above	As above	As above	
Snow & Ice.	Public or volunteers. Inadequate footwear leads to slips and falls – risk of broken bones, head injuries.	Zone Coordinators and Volunteers: Wear stout footwear with good grip on soles. Avoid icy areas	As above	As above	As above	
Global Warming – excessive heat, fire.	Public or volunteers. Heat stroke, sunburn, burns, death	Zone Coordinators and Volunteers Stay out of the sun, use sun cream, parasol. Do not approach fire.	As above	As above	As above	

<p>Accident whilst working on own</p>	<p>Public or volunteers. Accident is not noticed and therefore no one helps – risk of hyperthermia or death.</p>	<p>PREP Team Check with volunteers that they have returned safely. Zone Coordinators and Volunteers: When possible always work in pairs. Tell someone where you are going and when you will return. Provide a contact number for yourself. Follow above safety advice and carry a fully charged ‘phone (or walkie-talkie) and hi-viz jacket and a whistle for help.</p>	<p>As above</p>	<p>As above</p>	<p>As above</p>	
<p>Accident needing minor first aid.</p>	<p>Public or volunteers. Cuts and grazes can lead to blood loss and infection</p>	<p>Zone Coordinators and Volunteers: Carry small first aid pack containing plasters, alcohol wipes and a small bandage</p>	<p>As above</p>	<p>As above</p>	<p>As above</p>	
<p>Tiredness</p>	<p>Public or volunteers. Long hours, insufficient breaks or nutrition or fluid intake can result in tiredness. This can result in poor decisions, errors and accidents.</p>	<p>Zone Coordinators and Volunteers: Take regular breaks as an when needed. Take easy snack food – eg chocolate bar and sandwich. Take a bottle of water / small flask. Take enough money to buy extra food and drink.</p>	<p>As above</p>	<p>As above</p>	<p>As above</p>	
<p>Slips, trips and falls</p>	<p>Public or volunteers. Uneven surfaces, surfaces at different heights, drops. Risk of broken bones.</p>	<p>Zone Coordinators and Volunteers: Avoid heights or drops, poorly lit conditions, uneven surfaces. Wear robust footwear with good grip.</p>	<p>As above</p>	<p>As above</p>	<p>As above</p>	

<p>Injury from dogs or farm animals.</p>	<p>Public or volunteers. Bites, trampling, infection, trauma, death.</p>	<p>Zone Coordinators and Volunteers: Do not visit properties where you suspect that animals are not adequately controlled. If there is a chance of being harmed do not visit the property. Common causes of dog aggression are protection of territory, fear, and where dogs have been trained to be aggressive. Anyone who sees a dog exhibiting aggressive behaviours should move to a safe distance. Report to PREP team.</p>	<p>As above</p>	<p>As above</p>	<p>As above</p>	
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Risk Assessment reviewed by:

Roger Gorman of Preston Richard Emergency Planning Team on 19/07/2023

This risk assessment will be reviewed once a year or more frequently if changes to response arrangements mean that an intermediate review is necessary. **Next review due:** 11/04/2024

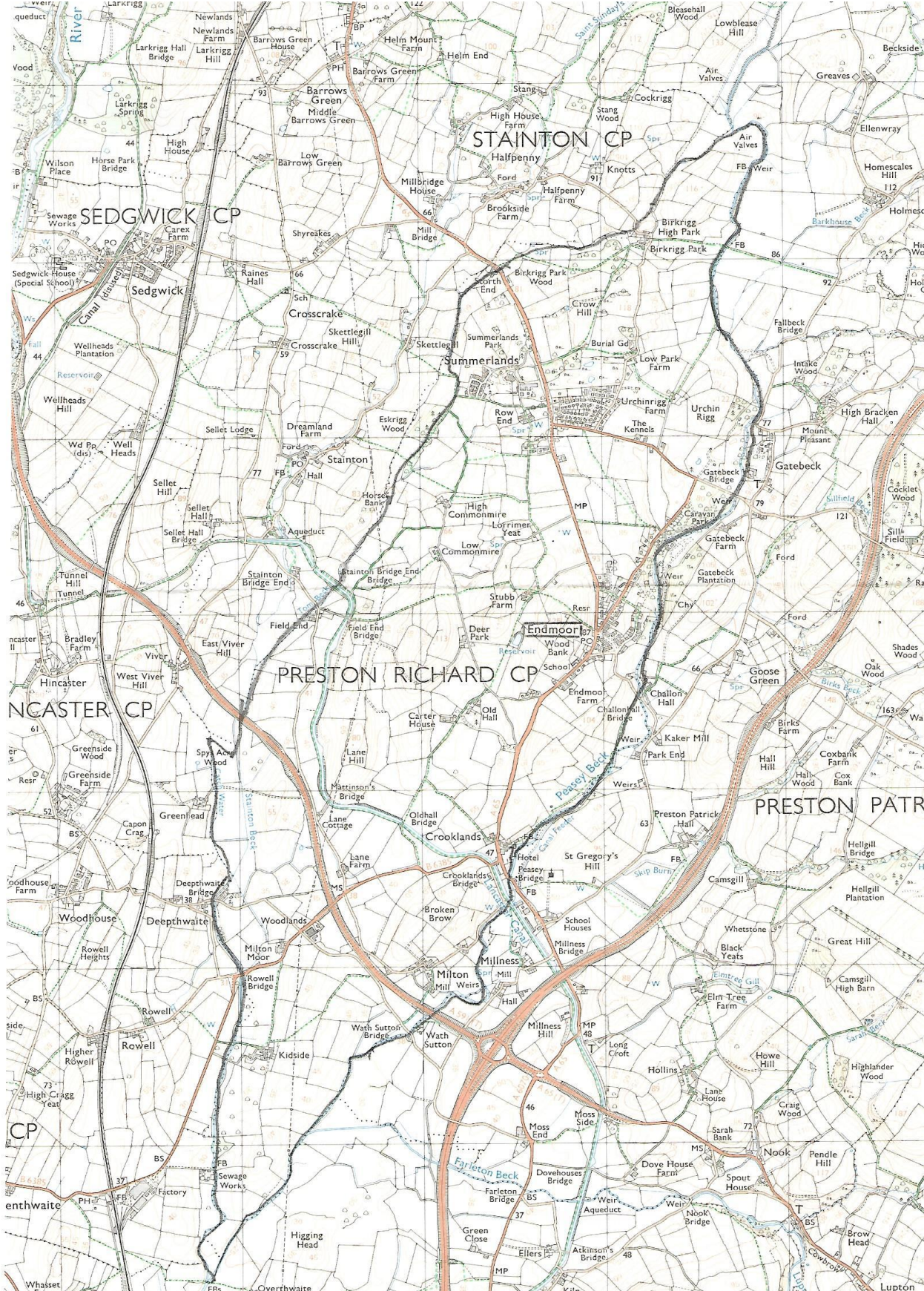
Appendix 1 PERCEIVED HAZARDS RELATING TO THE PARISH

Type of emergency	Potential impacts	Actions – Prepare	Actions - Response
<p><u>Farming</u> Emerging infectious diseases, in animals/birds</p>	<p>Ban on movement, foot & mouth, vulnerable people*, farming community</p>	<p>Consult NFY, DEFRA and Environment Agency for guidelines/advice</p>	<p>Respond as directed by Emergency Services, convene PREP team (PT), assess need.</p>
<p><u>Health</u> Influenza type disease, contamination in the food chain, legionella, poor air quality, radioactivity</p>	<p>Ban on movement, morgue facilities, vaccine availability, vulnerable people*, farmers, food supply, all</p>	<p>Identify vulnerable people through Zone Coordinators,</p>	<p>Respond as directed by Emergency Services, convene PREP team, assess need. Identify vulnerable citizens. Allocate Zone Coordinators.</p>
<p><u>Industrial</u> Fire or explosion at gas terminal or pipeline, fuel distribution site; toxic release, other industrial fires/explosions</p>	<p>Wilsons, Summerland, Show Ground, Campsites, Depots, Crooklands Hotel, Texaco Garage, Crooklands Mill Garage</p>	<p>Discuss with local businesses about their Emergency Plans,</p>	<p>Alert emergency services, convene PT, identify vulnerable areas/people and activate ZCs only as directed by 999 services. Open Emergency Centre (EC) and deploy personnel as appropriate.</p>
<p><u>Transport</u> Fuel supplies, traffic, tanker, and aviation accidents, bridge closures, fire and explosions</p>	<p>Local food and fuel supplies, vulnerable people*, closures on M6, A65, bridges</p>	<p>Identify local accident blackspots,</p>	<p>Alert emergency services, convene PREP team to decide on appropriate action, open EC as holding area/shelter for displaced or injured persons</p>

Preston Richard Emergency Plan - PREP

<p><u>Weather</u> Flooding, landslides, water pollution, severe storms, freeze, snow, heat wave, wild fires, drought. global warming.</p>	<p>Killington Lake, populations living near Peasey Beck, St Sunday Beck, farmers, vulnerable people*, roads blocked, caravan sites, water supply. Wooded and high fire risk areas.</p>	<p>Identify low lying areas liable to flooding; ensure grit supplies are adequate; establish location of fire extinguishing equipment; identify vulnerable people</p>	<p>Alert ES, convene PT, assess requirements and deploy ZCs as directed by ES, and prepare for displaced/vulnerable persons to shelter. Access additional resources.</p>
<p><u>Crime and Terrorism</u> Criminal involvement resulting in serious security measures, terrorism</p>	<p>Displaced persons</p>	<p>Ensure residents, visitors, workers, school teachers, pupils feel confident about “run, hide tell” through local media.</p>	<p>Follow advice issued by the National Counter Terrorism Security Office (NCTSO) to advocate a ‘run, hide and tell’ strategy. Contact emergency services and initiate EP. If required, open EC, convene initial meeting to assess problems, seek solutions and access additional resources.</p>
<p>Combinations of risks (Low, Medium, High or Very High) being realised at the same time. Concurrency of impacts and consequences.</p>	<p>All of the above</p>		<p>Convene PT, assess need, respond as directed by ES.</p>

Appendix 2 – PARISH MAP



Appendix 3 – RED BAG INVENTORY

(All items in date – 11/04/23)

Item	Quantity
Emergency Kit	
Emergency kit holdall	
Wind up torch	
Hand torch	
Military grade chemical light stick	
High – vis vest	
Emergency whistle	
Foil Blanket	
Hazard barrier tape roll	
Gaffa tape roll	
Nitrile gloves (pack of 100)	
Wind up radio/torch/charger	
Walkie talkie – Set of 2	
Disposable camera	
Hand sanitiser	
Camping gas cooker	
Gas cylinder	
Camping kettle	
First aid kit	
Disposable respirator masks FFP3	
Reusable rain poncho	
Waterproof/tear proof note book and pencil	
Water purification tablets (pack of 50)	
Cable ties (pack of 75)	
Heavy duty work gloves	
Stationery	
A4 binder	
A4 clear pockets	
Pens (black)	
A5 note book	
Post it notes	
Pencils	
Administration (photocopy as required)	
Registration form	
Incident log	
Company of laminated emergency plan	
Volunteer sign in sheet	
Emergency contact sheet	
Emergency kit inventory list	
Signage	
Evacuation centre	1
Toilets	1
First aid	1

Preston Richard Emergency Plan - PREP

Information point	1
Registration point	1
Additional Items / things to consider	
Refreshments (tea, coffee, sugar, milk, biscuits, cups etc.)	
Warm blankets	
Baby nappies, dummies, bottles, etc	
Children games / colouring book	
Personal hygiene products	
Local maps	
Phone book	
Electrical extension lead	
Generator battery pack	

Appendix 4 - L & W WILSON ASSEST LIST

HGV'S
Excavators
Dozers
Loading shovels
Telehandlers
Tractor
Dumpers
Moxys
Rollers
Fuel bowsers
Containers
Compressors
Tower lights
Generators
Water pumps
Whackers
Breakers
Road saws
Pokers
Kerb lifters
Block grabs
Trench boxes
Silt busters
Pipe lifters
Road plates
Steel shears
Concrete shears
Clam shell grab
Lots of power and hand tools

As advised, all would be subject to availability but should we not have the above items available within the yard, we may on occasion have the listed plant and equipment on a site nearby.

Appendix 5 – LEAFLET

(Distributed to all households in the Parish by Zone Coordinators during March 2019)

P reston R ichard E mergency P lan

DID you know that a **PREP TEAM has developed an **EMERGENCY PLAN** *should there* be a serious emergency in Preston Richard?**



The team have identified...



- **ENDMOOR Village Hall** as a place of safety
- **RISKS** and those who may be vulnerable
- **SKILLED** local people to help if the emergency services/agencies are overstretched
- **ZONE COORDINATORS** in each area who will be your contact – they will warn & inform you of any danger, and possible evacuation

Your **ZONE COORDINATOR** is:

Maybe you can help too?

If you have special skills or want to be look after a zone, call



Emergency Plan Coordinator: Roger Gorman

01539566964, 07845662989, email: rogergormanr@aol.com

Appendix 6 – Covid-19 (See separate document)

Appendix 7 – National Risk Register 03/08/2023

The new register of risks is grouped into nine categories:

- Terrorism (such as an international terrorist attack)
 - Cyber (including cyber-attacks on infrastructure)
 - State threats (for example the loss of transatlantic telecommunications cables)
 - Geographic and diplomatic (including disruption to global oil trade routes)
 - Accidents and system failures (from rail accidents to disruption to space-based services)
 - Natural and environmental hazards (from wildfires to drought)
 - Human, animal and plant health (pandemics to foot and mouth disease)
 - Societal (such as industrial action)
 - Conflict and instability (including an attack on an ally of the UK)
-