

EMERGENCY RESILIENCE PLAN EAST BUDLEIGH WITH BICTON PARISH COUNCIL

Abstract

A comprehensive guide created by parish residents to use in emergency situations, providing an immediate response with resources that support recognised emergency services and agencies

Judith Venning
clerk@eastbudleigh-pc.gov.uk

EMERGENCY RESILIENCE PLAN

East Budleigh with Bicton Parish Council

Updated April 2024



DEVON COMMUNITY RESILIENCE FORUM



Amendments

Date	Page number	Reason for amendment	Changed by
04/05/17	All	First Draft Flood Plan	TC
30/05/17	All	Work on second Draft Flood Plan	TC
27/07/17	All	Work on third Draft Flood Plan	TC
09/12/19	All	Work on forth draft Flood Plan	MJAW
JULY 2020	All	1 st Draft Emergency Resilience Plan	MJAW
OCTOBER 2020	All	2 nd Draft Emergency Resilience Plan	MJAW
28 OCTOBER 2020	All	3 rd Draft Emergency Resilience Plan – including all emergencies	MJAW
29 OCTOBER 2020	All	4 th draft Emergency Resilience Plan	MJAW
MARCH 2021	All	Adopted Emergency Plan	MJAW

SEPTEMBER 2021	All	Updated – replacing M. Walters with J. Tresidder	Clerk
SEPTEMBER 2023	All	Updated – John Stanford added to Yettington.	Clerk
APRIL 2024	All	Updated. First actions amended	Clerk

Contents

1 Introduction	5
2 Community Response Team	6
2.1 CRT Members	6
2.2 Responsibilities	7
2.3 CRT membership criteria	7
3 Flooding: Knowing the unknowns	8
3.1 Identifying and preparing for risks of flooding	8
3.2 Actions to be taken before and during a flood	9
3.3 Community risk assessment	11
3.3 Triggers for Activating the Emergency Resilience Plan	12
3.4 Notification in all major emergencies	12
3.5 Activation Procedure	13
3.6 Logging Information	14
3.7 Emergency resilience plan information	15
4 Emergency Supply Kit	16
5 Family Emergency Plan	16
6 Gas Leak	17
6.1 Detecting a gas leak – what are the symptoms?	17
6.2 What to do if you smell gas	17
6.3 Gas leak prevention	17
7 Electricity Cut	18
7.1 How to report a power cut:	18
7.2 What To Do in a Power Cut	18
7.3 What To do if you See a Damaged Overhead Electricity Line or Substation	18
7.4 How can I prepare for a power cut?	18
7.5 Can I use my phone during a Power Cut?	19

8 Bomb Threat/Explosion	19
8.1 Before an Explosion, Protect Yourself	19
8.2 Bomb Threats: If you receive a telephoned bomb threat:	19
8.3 Suspicious Packages and Letters:	19
8.4 During an Explosion	20
8.5 After an Explosion	20
9 Fire	20
9.1 Act quickly	21
9.2 Doors are the best exits	21
9.3 If the door is not an option, quickly find alternatives	21
9.4 Gather in one place	22
9.5 Smoke Alarms	22
9.6 Cut the Risk of Fire	22
10 Traffic Accident	22
10.1 Casualties	23
11 First Aid	23
12 Terrorism	24
12.1 Advice from Metropolitan Police:	24
12.2 What you can do	24
13 Health Emergency – Air Ambulance	25
14 Drought	26
15 Skills and resources	26
15.1 Resources	26
15.2 Community resources	26
15.3 Contacts list	27
15.3 Vulnerable people within the community	29
15.4 Vulnerable animals and pets	29
16 Key facilities	29
16.1 Community Shelters	29
17 Keeping in touch	30
17.1 Communications	30
17.2 Warning and informing	30
18 Plan maintenance	31
19 After an emergency	32
19.1 Reputable contractors	32
19.2 Insurance claims	32
19.3 Further Information	32
Annex A – Plan distribution	33

1 Introduction

Flooding was identified as the number two concern for residents in the Parish's Neighbourhood Plan. As a result, East Budleigh with Bicton Parish Council (EBB PC) developed a Flood Plan to provide community resilience in the event of flooding. The initial draft flood plan is now extended to include any and all significant emergencies we can identify.

This Community Emergency Resilience Plan will be continually enhanced and updated as we learn from situations that arise, and actions taken.

An East Budleigh with Bicton Parish Council Community Response Team (CRT) has been formed to:

- Assist the implementation of this Plan and
- Be the emergency responders, prior to, during and after an emergency

The aim of the Plan is to increase community resilience by developing a coordinated 'selfhelp' approach that complements the work of emergency services.

The objectives of this Plan are to:

- Identify risks to the community
- Identify strategies to reduce and respond to an emergency, including warning the community
- Identify vulnerable people within the community
- Identify community resources available during an emergency
- Provide the contact details of:
 - the CRT members;
 - the community's facilities and resources;
 - the emergency services and local authorities
- Provide information and assistance to the emergency services if they attend.

2 Community Response Team

2.1 CRT Members

A CRT has been set up to manage the community's response to an emergency and keep the Plan up to date. Names will be added as the CRT expands.

Role	Name	Tel	Mobile	Address
Resilience Coordinator with the Clerk	John Tresidder	01395 443707		Raleigh House, Middletown Lane East Budleigh EX9 7EQ john.tresidder@eastbudleigh-pc.gov.uk
East Budleigh Flood Warden	John Tresidder	01395 443422	07594 306004	Raleigh House, Middletown Lane East Budleigh EX9 7EQ john.tresidder@eastbudleigh-pc.gov.uk
Yettington Flood Warden	John Stanford		78138 12101	Sandy Cross Barn, Yettington, EX9 7BW
Team member (Clerk)	Judith Venning	01395 489155	077707 64663	1, Chichester Way, East Budleigh EX9 7ER clerk@eastbudleigh-pc.gov.uk
Team member	Clare James	07811 462622	07811 462622	Hayes Brow, High Street, East Budleigh, EX9 7DU clare.james@clintondevon.com
Team member	Sam Houston		07793 232139	Leatt Cottage, Lower Budleigh, East Budleigh
Team member	Frank Howarth	01395 442279	07974 413049	Bay Cottage, Frogmore Road East, Budleigh, EX9 7ER

Team member	James Gatter	01395 568010	07764 658725	Yettington
Team member	Vacancy			
Team member	Vacancy			

2.2 Responsibilities

The role of the CRT Coordinator is to:

- Coordinate the Emergency Plan
- Regularly review and update the Plan
- Report annually to the community telling them if the Plan has been activated and if any members have changed
- Be a focal point for the community, emergency services and contractors
- Maintain communication and be the main contact for local authorities and the emergency services
- Inform the appropriate authorities and individuals
- Communicate important messages to the community
- Involve all CRT members in the planning and response process and allocate tasks •
Activate resources when needed

2.3 CRT membership criteria

All members of the CRT should:

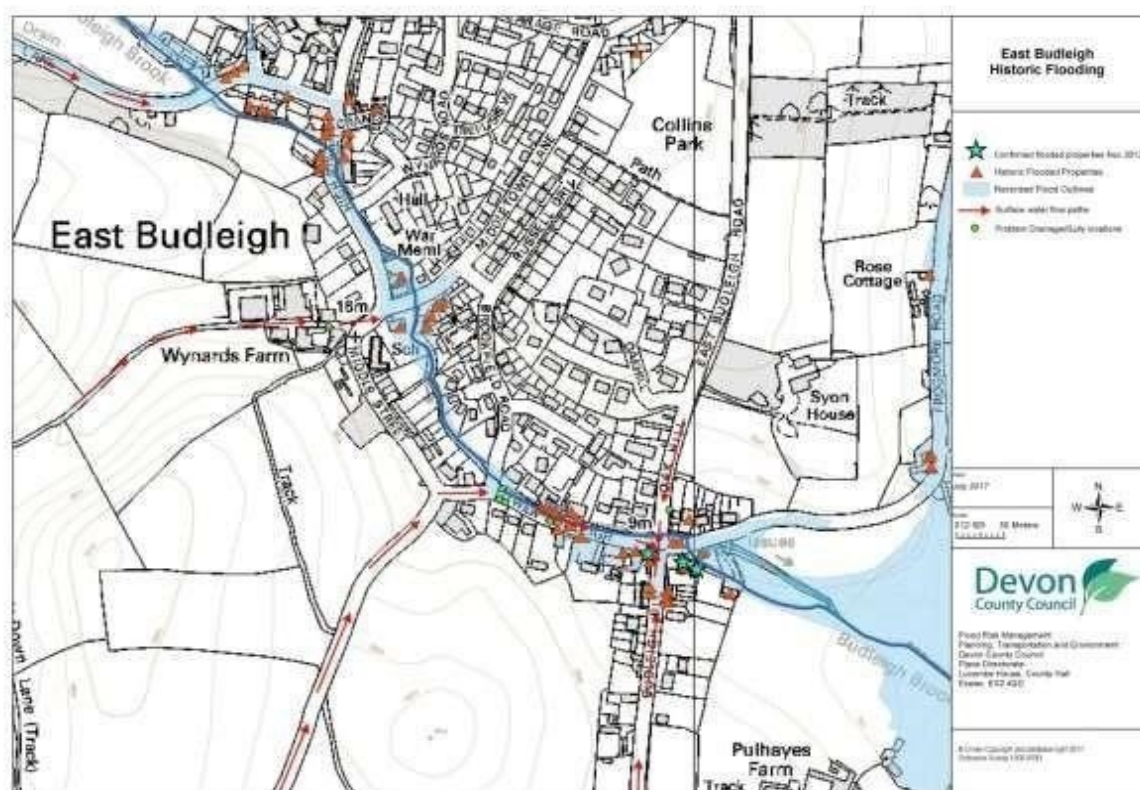
- Live in the community
- Have good local knowledge
- Have the support and speak on behalf of the community
- Provide vulnerable people with additional support
- Maintain communications within the community and with local authorities
- Check confidentiality is maintained where necessary
- Maintain their own action log
- Create a 'grab bag' containing the Plan and any suitable clothing and equipment which may be needed
- Have enough knowledge of the Plan to act as a member of the team • Support the Coordinator in their tasks

3 Flooding: Knowing the unknowns

3.1 Identifying and preparing for risks of flooding

Community Map

Map of East Budleigh showing key buildings, locations and flood risk areas:



Areas in East Budleigh contributing to, or vulnerable to, flooding are:

1. Vicarage Road
2. Hayes Lane
3. Upper High Street
4. Lower High Street
5. Wynards Farm Road
6. Middletown Lane

- 7. Tidwell Lane
- 8. Lower Budleigh
- 9. Budleigh Hill
- 10. Frogmore Road

Additional areas in the Parish vulnerable to flooding are:

- 11. Lower Yettington
- 12. Sandy Cross (Bicton Arena entrance)

3.2 Actions to be taken before and during a flood

Trigger levels are in addition to the flood gauge and severe weather warnings from Met Office and Environment Agency. Actions are in addition to sand bag distribution, warning households to make their own resilience measures and checking on vulnerable residents.

Area number	Location of risk	Trigger level	Actions
Area 1	Vicarage Road	Surface water flowing towards top of High Street	Ensure gullies are kept clear
Area 2	Hayes Lane	Run off from fields	Ensure flow off into brook is kept clear
Area 3	Upper High Street	Heavy water flow down High Street	Flood Warning signage. Ensure flow is unimpeded by residents' obstructions
Area 4	Lower High Street	Heavy water flow down High Street, high level in brook and indicator board	Flood Warning signage. Ensure surface water diverted to enter the brook.
Area 5	Wynards Farm Road	Run off from fields	Clear silt after event. Check drains not blocked
Area 6	Middletown Lane	Combined heavy flow from Wynards Farm and High Street	Ensure water is free to enter brook and gate is not blocked by debris.
Area 7	Tidwell Lane	Run off from fields	Ensure gullies are clear.
Area 8	Lower Budleigh	Heavy water flow. Water run-off Pound Lane. Brook level indicator board.	Ensure brook is not impeded by vegetation or silt.

Area 9	Budleigh Hill	Heavy water flow.	Ensure drainage is not impeded.
Area 10	Frogmore Road	Rising Water from River Otter and field run off. Water run-off Oak Hill, Budleigh Hill and brook. EA Otter flood warning messages.	Road Closed signage if severe. Ensure drainage is not impeded.

Area 11	Lower Yettington	Heavy water flow from crossroads and common	Road Closed signage if severe. Ensure drainage into brook is not impeded and swing gate is clear of debris. Warn residents downstream.
Area 12	Sandy Cross	Heavy water flow from road junction.	Ensure drainage is not impeded.

3.3 Community risk assessment

The following risk assessments consider how the community should respond to ensure its safety and wellbeing.

Risks	Impact on community	What can the Community Response Team do to prepare?
Yettington areas (Lower Yettington & Sandy Cross).	Lower Yettington Flooding of crossroads. Through traffic access to East Budleigh and Otterton restricted. Damage to property. Sandy Cross - Flooding of road outside Bicton arena. Through traffic access to B3178, East Budleigh and Otterton restricted.	Annual drain, gulley and culvert clearance. Remove silt build up at side of road and remove self-seeded trees. Encourage residents to improve home flood defences Encourage Farmers to improve water run-off. Work with local volunteers to help with distribution of flood warnings and road closure.
Middletown area, East Budleigh floods.	Flooding of local streets. Access to school and local amenities restricted by silt build up. Through traffic access restricted.	Annual drain, gulley and culvert clearance. Keep cattle grids clear and farm track clear of loose topsoil. Encourage residents to improve home flood defences Encourage Farmers to improve water run-off. Work with local volunteers to help with distribution of flood warnings.

Rolle Arms and Frogmore Road area floods.	Flooding of local roads. Access to amenities restricted by flood water. Through traffic to Otterton and B1378 restricted.	Annual drain, gully and culvert clearance. Encourage residents to keep the brook clear in front of their properties. Encourage residents to improve home flood defences Encourage Farmers to improve water run-off and not to plough the bottom corner of Pound Field. Work with local volunteers to help with distribution of flood warnings and road closure.
---	---	---

3.3 Triggers for Activating the Emergency Resilience Plan

- Environment Agency Severe Flood warning
- Severe weather warnings identifying heavy localised rain or storm
- Rain gauge triggering phone, email and text warnings to key personnel

3.4 Notification in all major emergencies

The people responsible for monitoring the triggers are the Community Response Team (CRT) members listed on Page 5, who are registered for flood warnings.

The CRT Co-ordinator will pass on notification of an emergency to the team of Volunteers via the “Volunteer” Whats App and will co-ordinate with the Clerk. Notifications to other residents will be made via the “Village” Whats App and notices in the VIP if relevant.

3.5 Activation Procedure

Activation procedure and logging sheet

Action		Complete
1	If a flood is anticipated or other emergency identified, monitor the situation and contact CRT members and warn the community by phone, WhatsApp, website and door knocking. Be prepared to respond urgently.	
2	Contact and inform East Devon District Council (0845 155 1020)	
3	If it is a major emergency, record details on the log sheet overleaf. Include: <ul style="list-style-type: none"> • Decisions you have made and why • Actions taken • Who you spoke to and what you said (Include contact numbers) • Information received 	
4	Contact other CRT members and the community by agreed method: <ul style="list-style-type: none"> • Households affected • East Budleigh with Bicton Parish Council via the Parish Clerk • Volunteers and key holders 	
5	Take notes and record actions. If you decide to activate the Plan, remember to follow the check sheet.	
6	If emergency services arrive, the CRT Coordinator should introduce their self .	

Never do anything which puts you or anyone else in your community at risk

3.7 Emergency resilience plan information

Community or group	East Budleigh with Bicton Parish Council
Address	1 Chichester Way, East Budleigh (The Clelrk)

Floodline quick- dial number	0844 545 7979
-------------------------------------	----------------------

Which Environment Agency Flood Warnings are you registered to receive?	<p>You can sign up for flood warnings at https://www.gov.uk/sign-up-for-flood-warnings.</p> <p>You'll need to provide:</p> <ul style="list-style-type: none"> • the address you're registering • a phone number you can be contacted on day or night • an email address <p>The service is free. You can get warnings by phone, email or text message. Please note this is a general warning covering the River Otter and should not be confused with the rain gauge at East Budleigh.</p>
---	--

Local Flood Warning Triggers i.e. when flood water reaches bottom of the bridge, sound siren or other action

4 Emergency Supply Kit

Build a Disaster Supplies Kit. See <https://www.ready.gov/kit>

5 Family Emergency Plan

Discuss a plan with your family. <https://www.ready.gov/plan>

6 Gas Leak

Information taken from: www.nationalgrid.com/uk/gas-transmission/safety-and-emergencies

6.1 Detecting a gas leak – what are the symptoms?

The most obvious sign of a leak is the smell of gas. You could also be feeling ill as a result of a gas leak. The symptoms include:

Feeling lightheaded, Dizziness, Nausea, Headaches

If you're suffering from these symptoms and suspect a leak, you should go outside immediately. If you feel better in fresh air, you could be suffering from the effects of a gas leak. (These are also some of the symptoms of carbon monoxide poisoning).

6.2 What to do if you smell gas

Do:

- Open doors and windows to allow fresh air in.
- Turn off the gas at the mains tap, which is usually near the meter. Move the handle a quarter turn until it's at 90 degrees from the pipe to shut off the gas supply.
- Leave the property.
- Phone the National Gas Emergencies number on **0800 111 999**. Only use a mobile phone from outside the property. The number is free and available 24 hours a day.
- Follow the advice given by the emergency adviser.
- Wait outside for a gas engineer to arrive.
- If you are feeling unwell, visit your GP or hospital immediately. Tell them you may have been exposed to a gas leak or carbon monoxide poisoning.

Don't:

- Smoke, light a match or use any other naked flame.
- Turn any electrical switches on or off.
- Use doorbells, mobile phones or any other electrical switches which could cause a spark.

6.3 Gas leak prevention

1. You should always get appliances installed by a Gas Safe registered engineer. A gas detector alarm could help keep you and your family safe by alerting you to leaks.
2. You should also have a Carbon Monoxide (CO) detector installed in your home. Carbon monoxide is colourless, odourless and can be fatal.
3. You should also have a gas safety check or service carried out on your appliances.
4. If you live in rented accommodation, make sure your landlord provides you with a gas safety certificate.

7 Electricity Cut

Information taken from this website:

<https://www.nationalgrid.com/uk/electricitytransmission/safety-and-emergencies/power-cuts>

Winter Safety & some good tips on being prepared for a power cut.

<https://www.greensleeves.org.uk/winter-safety/>

7.1 How to report a power cut:

Call **105** to report a power cut. Calling 105 is a free-of-charge call from any network. Do *not* call your electricity supplier. Electricity suppliers sell consumers energy and are not responsible for the power lines that connect to homes or businesses. Distribution network operators (DNOs) own and maintain these power lines. When you call 105, you'll be put through to your DNO. You can also find out who your DNO is by entering your postcode on the Energy Networks Association's postcode search tool.

7.2 What To Do in a Power Cut

- Switch off all electrical appliances that shouldn't be left unattended, ready for when the power comes back on.
- Leave a light on so you know when the power outage has been resolved.
- Check to see if your neighbours are okay.
- Wrap up warm.
- Contact your network operator to report the power cut, either by calling 105 or via their other available channels.

7.3 What To do if you See a Damaged Overhead Electricity Line or Substation

Call 105 immediately to report the problem to your network operator. Keep as far away from the hazard as possible. If there is a serious immediate risk (e.g. cables obstructing a public highway), call the emergency services too.

7.4 How can I prepare for a power cut?

- Keep a torch handy – it's much safer than using candles.
- Get a battery-powered or wind-up radio (useful for keeping up to date with local news).
- Keep warm – keep a blanket and warm clothing handy, fill a vacuum flask or hot water bottle.
- Stock your cupboard with food and drink that doesn't require electricity to prepare it.
- Keep your mobile phone and laptop fully charged
- Check your network operator's website or social media for updates

7.5 Can I use my phone during a Power Cut?

Cordless phones probably won't work during a power cut. Traditional corded phones will work. In most cases, mobile phones will work if they are charged. **I'm on the Priority Services Register. Should I now call 105?** Call the phone number you were given.

8 Bomb Threat/Explosion

Information came from this site: <https://www.ready.gov/explosions>

Explosive devices can be carried by cars and people and are easily detonated from remote locations or by suicide bombers. There are steps you can take to prepare.

8.1 Before an Explosion, Protect Yourself

- Build an [Emergency Supply Kit](#).
- Make a [Family Emergency Plan](#).
- Learn what to do in case of bomb threats or receiving suspicious packages and letters.
- Make sure your employers have up-to-date information about any medical needs you may have and how to contact designated beneficiaries or emergency contacts.

8.2 Bomb Threats: If you receive a telephoned bomb threat:

- Get as much information from the caller as possible. Try to ask the following questions:
 - ‡ When is the bomb going to explode?
 - ‡ Where is it right now?
 - ‡ What does it look like?
 - ‡ What kind of bomb is it?
 - ‡ What will cause it to explode? ‡ Did you place the bomb?
- Keep the caller on the line and record everything that is said.
- Notify the police and building management immediately.

8.3 Suspicious Packages and Letters:

- Is unexpected or from someone you don't know or not addressed to a specific person.
- Has no return address, one that doesn't match the postmark or can't be verified as legitimate.
- Is marked with phrases like "Personal," "Confidential," or "Do not X-ray."
- Has inappropriate or unusual labelling such as threatening language.
- Has protruding wires or aluminium foil, strange odours or stains.
- Has excessive postage or packaging material, such as masking tape and string.
- Has an unusual weight given its size or it's lopsided or oddly shaped.

Take these additional steps against possible biological and chemical agents:

- Never sniff or smell suspicious mail.
- Place suspicious envelopes or packages in a plastic bag or some other type of container to prevent anything from leakage out.
- Leave the room and close the door or section off the area to prevent others from entering.
- Wash your hands with soap and water to prevent spreading any powder to your face.
- If you are at work, report the incident to a supervisor or safety officer. They should notify police and other authorities right away. If at home, call the Police
- List everyone in the room or area when the suspicious letter or package was recognized. Give a copy of this list to both the local public health authorities and law enforcement officials for follow-up investigations and advice.

8.4 During an Explosion

- Get under a sturdy table or desk if things are falling around you. When they stop falling, leave quickly, watching for obviously weakened floors and stairways.
- Do not use elevators.
- Stay low if there is smoke. Do not stop to retrieve personal possessions or make phone calls.
- Check for fire and other hazards.
- Once you are out, do not stand in front of windows, glass doors or other potentially hazardous areas.
- If you are trapped in debris, use a flashlight, whistle or tap on pipes to signal your location to rescuers.
- Shout only as a last resort to avoid inhaling dangerous dust.
- Cover your nose and mouth with anything you have on hand.

8.5 After an Explosion

- There may be significant numbers of casualties or damage to buildings and infrastructure.
- Heavy law enforcement involvement at the local, state and federal levels.
- Health and mental health resources may be strained or overwhelmed.
- Extensive media coverage and strong public fear.
- Workplaces and schools may be closed and there may be restrictions on travel.
- You may have to evacuate an area.
- Clean-up may take many months.

9 Fire

Information taken from : <https://firekills.campaign.gov.uk/>

Ask your local fire and rescue service if they can offer advice on fire safety in your home – they may be able to carry out a home fire safety visit

Having a **FIRE ESCAPE PLAN** can be the difference between getting out safely and getting trapped in the fire. Your fire escape plan should include several routes and exit so that if one is blocked, you can still get out. If you have a family, they should practice the fire escape plan regularly, especially the kids. Make sure everyone knows which routes they can take from whichever room they are in.

You may need to incorporate various fire safety products such as an escape ladder and fire blanket in your escape plan.

9.1 Act quickly

Never assume that the fire or smoke alarm is a false alarm, even if it has happened several times before. Any delay in acting, even if it's just a few seconds, can cost you your life. Fires, especially in modern homes, spread incredibly fast. You'll have at most 2-3 minutes to get out.

Of course, if it is a small fire and you have a fire extinguisher or fire blanket on hand, you can try and put it out before it spreads.

But if you can't tell where the fire is or you can't put it out, leave it and **get out immediately**. Dial 999 from a safe place.

Forget all your valuables including money, phone and electronics. **Do Not Go Back**

9.2 Doors are the best exits

- Before you try anything else like jumping out of a window, try to get out through the door. It's the quickest and safest way to escape especially if you have kids in the house. •
But don't go barrelling through doors. Doors do a great job holding fire back (that's why it's a good idea to sleep with the bedroom door closed. It can buy you several extra minutes in case of a fire). Everything may seem ok from your side of the door but as soon as you open it, fire and smokes shoots into the room.
- To check if a door is safe to pass through, touch the back of your hand against the door and the knob. If they feel warm or hot, find an alternative escape. If the door feels cold, open it slowly bracing it with your shoulder to keep it from being blown open (there may be a pressure difference inside and outside the room). Repeat the same procedure at each door until you are out.
- Arm yourself with a towel or piece of cloth in case you encounter smoke. Tying it or holding it against your mouth can keep most of the smoke from getting into your lungs. •
Another tip in case you have to pass through smoke is to stay low. As the hot gasses rise, some clean and cooler air is left at the bottom.

9.3 If the door is not an option, quickly find alternatives

- Ideally, you should already have an alternative escape route planned. Planning and practising beforehand saves you precious time if a fire breaks out.
- A different door is the best alternative to try. But since you are likely to be in a room with just one door, the window is the next best option.

- If you live in a storied building, you should have fire escape ladders near the upper bedroom windows. Most ladders are compact enough to store under the bed or just under the window.

9.4 Gather in one place

Your fire escape plan should include an assembly point, where everyone should gather after they've escaped from the house. It should be easy to find even in the dark and far enough from the house for safety. Gathering in one place allows you to quickly take stock of everyone.

By now, you should have called 999. **DON'T GO BACK**

9.5 Smoke Alarms

- working smoke alarms correctly positioned in your home can save your life
- make sure you test your smoke alarms at least once a month
- make sure you have smoke alarms on every floor of your home, including in each bedroom
- do not put a smoke alarm in a kitchen or bathroom
- don't ever paint over a smoke alarm
- have a plan for how you'd leave your home if your smoke alarms go off, and make sure everyone in your home knows what it is.

9.6 Cut the Risk of Fire

- never leave children in a kitchen cooking unattended – ideally, always stay in the kitchen, especially if you're cooking with fat
 - do not pour water onto hot fat
 - keep electrical appliances clean and in good working order to prevent them triggering a fire
 - use plugs safely – too many in one socket can start a fire
 - when you finish a cigarette make sure it is right out – take special care when putting out cigarettes on balconies – just because you are outside doesn't stop a fire starting
 - put candles in a holder and keep them away from things that may burn – never leave them burning when you're not in the room
 - a lot of fires start at night – do some checks before you go to bed

Download the guides to staying fire safe in the home:

<https://www.gov.uk/government/collections/firesafety-guidance>

10 Traffic Accident

Information taken from St. John's Ambulance website: <https://www.sja.org.uk/getadvice/first-aid-advice/how-to/how-to-manage-a-traffic-accident/>

Traffic accidents can range between minor incidents such as a bicycle crash or much more serious incidents like a vehicle crash. It is crucial that the incident area is safe before you help any casualties. This is so that you, the casualties and other road users are protected.

Once you know the area is safe, quickly assess the casualties and prioritise treatment. Give first aid to anyone with life threatening injuries first before tending to other casualties.

Call 999 or 112 for emergency help and give as much detail about the incident as possible such as number and age of casualties and types of injury.

1. Park safely and well away from the incident. Make sure you turn on your hazard lights and put on a high-vis jacket if you have one.
2. Ask two car drivers to protect the incident area in each direction by parking well away and turning on their hazard lights. If you have warning triangles, the area can be protected using these as well. Bystanders can help you do this while you help the casualties.
3. Make vehicles safe by switching off the ignition of all damaged and surrounding cars and if you can, disconnect the battery.
4. Make vehicles stable. Apply the handbrake, put them in gear or put a block in front of the wheels if the vehicle is upright. If it is on it's side, try to stop it rolling over further, but do not attempt to move it.
5. Be alert for physical dangers such as traffic and make sure no one smokes near the incident.
6. Call the emergency services to report damaged power lines, spilt fuel or vehicles carrying hazardous substances.

10.1 Casualties

1. Assess the casualties quickly by doing the [primary survey](#) and treat anyone with life threatening injuries first.
2. Assume that anyone involved in the accident may have neck or spinal injuries.
3. Treat the casualties in the position you find them if possible and make sure you support their head and neck at all times.
4. Make sure you search the surrounding area so that casualties who are not in the immediate incident area are found and treated. Ask other people to help you.
5. If anyone is trapped inside or under a vehicle, the fire service will need to help them.
6. Monitor the casualties and record their breathing, pulse and level of response.

11 First Aid

See also Health Emergency

See First Aid: <https://www.nhs.uk/conditions/first-aid/>

See advice to First Aiders, being aware of the risk from Covid 19:-

<https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

Do a **primary survey**: (Dr.ABC) : Call 999 straight away.

Danger. Before approaching the casualty, always make sure the area is safe

Response. Check if the casualty is responsive or unresponsive

Airway. Next, you need to check that the airway is open and clear. Open the airway by placing one hand on the forehead to tilt the head back and use two fingers from the other hand to lift the chin. If they are unresponsive, you need to move on to **breathing** as quickly as possible.

Breathing. You now need to check if the casualty is breathing normally. Place your ear above their mouth, looking down their body. Listen for sounds of breathing and see if you can feel their breath on your cheek. Watch to see if their chest moves. Do this for 10 seconds. If they are unresponsive and not breathing, you need to call 999/112 for emergency help and start [CPR](#) straight away.

Ask a helper to find and bring a **defibrillator** (AED). One on wall of Village Hall, one at Football Club on Recreation Ground.

If they are responsive and breathing move on to circulation.

Circulation. Once you have established they are breathing, look and check for any signs of severe bleeding. If they are bleeding severely you will need to control and treat the bleeding by applying direct pressure to the wound. Call 999/112 for emergency help.

If they are unresponsive and breathing but with no bleeding, put them in the recovery position and call 999/112 for emergency help.

12 Terrorism

12.1 Advice from Metropolitan Police:

<https://www.met.police.uk/advice/advice-and-information/t/terrorism-in-the-uk/staying-safe-from-terrorism/>

12.2 What you can do

Communities defeat terrorism. We need the help and support of individuals, businesses and communities across the UK to remain alert and maintain the safety and security of those places where we live, work and socialise.

If you see or hear something unusual or suspicious, trust your instincts and ACT (Action Counters Terrorism) by [reporting possible terrorist activity in confidence](#). Any piece of

information could be important, so it's better to be safe and report anything you see. You can help the police prevent terrorism and save lives.

Crowded places, events, public transport, and iconic locations throughout the country are some examples of locations that could be potential targets for terrorists.

You're familiar with your workplace and surrounding area, so you're ideally placed to spot when something is amiss. In this period of heightened alert, it is vital to remain vigilant, trust your instincts and report possible terrorist activity to the police.

Look for anything that seems out of the ordinary, such as:

- people in stationary vehicles watching a building or structure
- vehicles moving slowly near public buildings, structures or bridges, or parked in suspicious circumstances
- people using recording equipment, including camera phones, or seen making notes or sketches of security details
- someone suspicious paying close attention to specific entry and exit points, stairwells, hallways or fire escapes
- people loitering at or near premises for long periods and watching staff, visitors and deliveries for no apparent reason
- people asking detailed or unusual questions about buildings and business operations, facilities (such as room layouts), security or parking for no apparent reason
- anyone in 'off limits' areas, plant rooms and similar – ask these people who they are and what they're doing, and report this immediately to your security manager or **call 999**. If you're deaf or hard of hearing, use our textphone service 18000 or text us on 999 if you've pre-registered with the [emergencySMS service](#).

If you've witnessed any of the above, trust your instincts and report it, in confidence, using our [online tool to report possible terrorist activity](#) or call the anti-terrorist hotline on [0800 789 321](#). Our specially trained officers will take it from there. See [Run Hide Tell](#) leaflet available from Police web site.

13 Health Emergency - Air Ambulance

- There is a landing strip on the East Budleigh Recreation Ground.
- The emergency services and the clerk hold the number to the key box for the main gate.
- The Parish Council regularly inspects the Recreation Ground is fit for use as a landing site and that no obstructions are placed on the field.
- If temporary obstructions are in place, the Air Ambulance are forewarned.
- There are **defibrillators** on the Football pavilion and near the Community Shop. The football club monitors the equipment on the Football field and the Clerk monitors the equipment near the shop.

First Aid: <https://www.nhs.uk/conditions/first-aid/>

14 Drought

There is a Devon and Cornwall Drought Plan. Instructions would come to the Parish; for example restricting the use of hose pipes etc.

15 Skills and resources

15.1 Resources

Community resources available during an emergency:

There will be sand stores, with empty sandbags and shovel at two locations:

Location 1 - East Budleigh Shed to left of Community Shop Location 2 -

Yettington **location to be confirmed**

Each warden and CRT member has their own fluorescent jacket, waterproof trousers and head torch.

Signage for flooded road is stored at: Shed adjacent to EB Community Shop, East Budleigh Garage, and Thorn Mill Farm Frogmore Road.

Yettington Village Hall.

15.2 Community resources

Resource	Contact / Key holder	Conditions of use	Additional information
----------	----------------------	-------------------	------------------------

Flood signs and sand/sandbags	CRT members and Community Shop for key		
Personal Protection Equipment	List of equipment and users is held by the Clerk		Hi-viz jackets, hi-viz trousers and head torch issued to CRT members March 2020 onwards
Extra Personal Protection Equipment			For use of further volunteers

15.3 Contacts list

Key contacts list (publicly available)

Category	Service/Name	Telephone Number	Additional Information
Emergency Services	Police	Emergency: 999 Non Emergency: 101	
	Fire & Rescue	Emergency: 999 General: 01392 872200	Fire/Flood Rescue, Support/Resources
	Ambulance	Emergency: 999 General: 01392 261500	
	Coastguard	Emergency: 999 General: 0870 600 6505	Water Rescue Resources/Support
Highways	Devon County Council	0845 155 1020 or 01392 383329	General enquiries and update so DCC can record help for future flood planning
Flooding	Environment Agency	0345 988 1188 or 0370 850 6506	Report flooding. d.c.flood@environment-agency.gov.uk Seek advice.
Floodline	Environment Agency	0345 988 1188	
	Met Office	0870 900 0100	Meteorological forecasting

	Met Office Weathercall	09014 722054	
Utilities	South West Water	0800 169 1144	Non-domestic water leaks
	Western Power Distribution	0845 601 2989	Power cuts
	National Grid	0800 365900	Pylons & cables
	British Gas	0800 111999	Gas leaks
	National Gas	0800 169 1144	Gas leaks
	BT	01525 290647 0800 800150	Telecommunications
Healthcare	Budleigh Salterton Medical Centre	01395 441212	Medical/Healthcare
	NHS Helpline	111	Advice
	Royal Devon & Exeter Hospital	01392 411611	Medical/Healthcare
Roads	Highways Agency	0845 750 4030	Highways information
Vehicle recovery	East Budleigh Garage	01395 445595	
Schools	Drakes Primary School	01395 443871	
	Millwater School	01395 568890	
	Bicton College	0330 123 4782	
Local Media	BBC Radio Devon	News: 01752 234511 Travel: 0845 300 2829 On air: 0845 301 1034 Exeter: 01392 215651	Media, warning and informing
Animal Welfare	RSPCA	24 hour: 0300 123 4999 Office: 0300 123 4555	
Emotional Support Services	Samaritans 24hrs	0845 303 0900	24hr telephone support
Sir Walter Raleigh	Refuge facilities	01395 442510	sirwalterraleigh@hotmail.co.uk

15.3 Vulnerable people within the community

Not for general distribution.

Name / Organisation	Telephone number	Address	Additional information

This list will constantly change and people thought vulnerable may become vulnerable during an emergency. Therefore, make a list following an emergency and give it to the emergency services and welfare agencies as soon as they arrive.

15.4 Vulnerable animals and pets

Name / Organisation	Telephone number	Address	Additional information

16 Key facilities

16.1 Community Shelters

If people need to leave their homes, EDDC or DCC, will open a rest centre.

If a local authority cannot provide immediate assistance, a Community Shelter will provide a short-term refuge.

EBB PC Community Shelters:

- East Budleigh Village Hall
- Yettington Hall **to be confirmed**

For key holders contact:

East Budleigh Village Hall: Gill Ryall 07469 684476

Yettington Hall: Terry Cantlon 07785 390902

17 Keeping in touch

17.1 Communications

Communications will be by mobile phone where possible and by landline where a mobile signal is not available.

17.2 Warning and informing

The community should keep up to date by listening to local radio stations and, where power has been lost, on battery operated radios. For warning and information methods:

Method	Location (If applicable)	Contact / Responsibility	Additional information
Telephone cascade system and WhatsApp Group		CRT	
Door knocking		Flood wardens and local volunteers	
Notice Boards	All village notice boards	Parish Clerk	Official Notices, key Tel nos
Community Meeting	East Budleigh Village Hall	Parish Council	
Leaflets	All households to be kept informed	Parish Council	
Parish website	www.eastbudleigh-pc.gov.uk	Parish Council	

Copies of Plan	Information Room	Parish Council	
----------------	------------------	----------------	--

Key information, such as road or school closures, is usually reported on local radio.

Station	Frequency	Contact
BBC Radio Devon	FM 95.8	www.bbc.co.uk/devon radio.devon@bbc.co.uk Tel: 01752 234511 Text: 07786 202999
Heart FM	FM 97.7 or 103.0.	www.heart.co.uk/exeter Tel: 0345 373 7777
Radio Exe	FM 107.3	www.radioexe.co.uk studio@radioexe.co.uk Text: 81400
Exmouth Air FM	FM 106.4	Tel: 01395 542547 Text: 81400

18 Plan maintenance

The CRT meets every year to discuss community resilience arrangements and to review the plan and check contact numbers are correct.

When assessing the risks to the community, the likelihood and the impact of an emergency should be considered. Many of the risks will be planned for at a national, regional, county or district level. The risk assessments should consider how the community could respond to ensure its safety and wellbeing.

When sending out updated pages of the plan it is important to ensure the old pages are returned. For a distribution list, **Annex A**.

19 After an emergency

19.1 Contractors

This list is not exhaustive but covers some local companies who may be able to assist in an emergency. Individuals should make their own checks before employing any Company.

Company name	Business type	Telephone	Fax/other
Clinton Devon Estates	Landowner	01395 443881	
Carters Plant Hire	Diggers/Cranes etc	01395 446446 info@cartergroup.co.uk	01395 442495
Matt Lynch	Clearance and tree work	01395 567558 07703 599916 mattlynch@btopenworld.com	
Tree surgeon	Devon Arborists	Contact the clerk@eastbudleighpc.gov.uk	
A & J Carpenters	Builders and General repairs	01395 519300 info@ajcarpenters.co.uk	01395 519222
Baker Electrical	Electrical contractor	01395 446692 stephen@bakerelectricaltd.co.uk	01395 443085

19.2 Insurance claims

The Parish Council should submit its risk assessment to its insurers as and when any work is undertaken. Sample risk assessments are supplied under separate cover.

Residents and businesses should:

- 1) take photos before the clean up as they may need to rely on them for insurance claims, and
- 2) ask their insurer before discarding items that can't be cleaned, as they may want to make a claim for the items.

19.3 Further Information

Residents and businesses can get further from information:

- Get help after a flood (Environment Agency) <https://www.gov.uk/prepare-for-a-flood/get-help-after-a-flood>

- Support for flood victims (British Disaster Management Association)
<http://www.bdma.gov.uk/publications/flooddocs>

Annex A – Plan distribution

Organisation	Contact details	Number issued
Devon Community Resilience Forum (to share via the DCRF website)	Electronic copies only. c/o Devon Communities Together info@devoncommunities.org.uk	
East Budleigh with Bicton Parish Council	Parish Council Clerk clerk@eastbudleigh-pc.gov.uk	1
East Budleigh Village Hall Trustees	Frances Allan 07799661201	2
Yettington Hall Committee	Terry Cantlon – Chair Terence.cantlon@yettingtonhall.co.uk	3
Community Police Officer		4

Restricted

Organisation	Contact details	Number issued
Devon Community Resilience Forum	Electronic copies only. c/o Devon Communities Togeth info@devoncommunities.org.uk ^{er}	
		R1
		R2

--	--	--