

CREETING ST PETER PARISH COUNCIL

COMMUNITY EMERGENCY RESPONSE PLAN

Community Emergency Plan for Creeting St Peter

If you or the community are in immediate danger Call 999

Local Risk Assessment	<i>severe weather, loss of electric power/water, downed helicopter, fumes from local business park</i>
Local Skills & Resources	<i>See attached list Grab Bag (with Community Emergency Co-ordinator)</i>
Place Of Safety	<p>The Church Hall, The Lane Creeting St Peter</p> <p>Key Holders:</p> <ul style="list-style-type: none"> • Alice Matthewson 01449 722271/ 07774489797 Fen House, Fen Lane, Creeting St Mary, Ipswich, IP6 8QD • Violet Martin - 01449 672756 14 Peterhouse, Pound Road, Creeting St Peter
Emergency Contact List	<p>Steve Ashcroft Community Emergency Coordinator 24hr telephone contact: 07786 565132 Email: steveashcroft13@btinternet.com Address: The Laurels, Royden Hall Drive, Creeting St Peter</p> <p>Sue Lawson Deputy Emergency Coordinator 24hr telephone contact: 01449 676113 Email: Susan.lawson321@btinternet.com Address: Ahrweiler, The Lane, Creeting St Peter</p> <p>Alan Points 07833 234553 24/7 OR</p> <p>Sue Herne 07776 481787 or Steve Henthorn 07920 466340</p> <p>Out of hours MSDC 01785 216767 JEPU 01473 433444</p>

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

<p>Local Community Organisations</p>	<p>Creeting St Peter Parish Council Steve Ashcroft - <i>Chairman</i> 24hr telephone contact: 07786 565132 Email: steveashcroft13@btinternet.com Address: The Laurels, Royden Hall Drive, Creeting St Peter</p> <p>Parochial Church Council Alice Matthewson 01449 722271/ 07774 489797 Fen House, Fen Lane, Creeting St Mary, Ipswich, IP6 8QD</p> <p>Neighbourhood Watch Steve Ashcroft 24hr telephone contact: 07786 565132 Email: steveashcroft13@btinternet.com Address: The Laurels, Royden Hall Drive, Creeting St Peter</p>
<p>Activation Of The Plan</p>	<p>In the event of an emergency where residents of Creeting St Peter could be at risk, dial 101, or if threat to life - 999, and contact the Community Emergency Co-ordinator (see above) who then contacts</p> <p>MSDC Emergency Planning 07833 234553 24/7 Alan Points 07833 234553 24/7 OR</p> <p>Sue Herne 07776 481787 or Steve Henthorn 07920 466340</p> <p>Out of hours MSDC 01785 216767 JEPU 01473 433444</p> <p align="center">OR</p> <p>Sue Herne 07776 481787 or Steve Henthorn 07920 466340</p> <p>Out of hours MSDC 01785 216767 JEPU 01473 433444</p>
<p>First Steps In An Emergency</p>	<p>SAD CHALETS (see attached)</p>
<p>Agenda For The First Meeting</p>	<p>See attached agenda</p>
<p>Any actions agreed with local authority or Emergency Services in the event evacuation is required.</p>	<p>Assembly Point 1. Church Hall, The Lane Assembly Point 2. Playing field Evacuation Procedure: Follow instructions of MSDC Emergency Planning Officer</p>
<p>Arrangements for staying in contact if usual communications have been disrupted</p>	<p>Mobile phones Notices on Parish Notice Board Messages on Parish Web Site Messages via Parish Council tweets, Twitter contacts</p>
<p>Door Knock – see attached zoned map</p>	<p>Zone A – As appointed by Community Emergency Coordinator Zone B – Zone C – Zone D – Zone E –</p>

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

CONTACT NUMBERS

EMERGENCY SERVICES - IN AN EMERGENCY ALWAYS DIAL 999

AMBULANCE	01603 424255
FIRE	01474 588888
POLICE (faster response)	01473 613500
SNT for people with hearing difficulites	Minicom number 01473 611160
JEPU:	
Emergency Planning Officer – Alan Points 07833 234553 24/7 or Sue Herne 07776 481787 or Steve Henthorn 07920 466340 Out of hours MSDC 01785 216767 JEPU 01473 433444	

LOCAL AUTHORITIES

MID SUFFOLK DISTRICT	01449 724500
IPSWICH BOROUGH COUNCIL	01473 432000
SUFFOLK COUNTY COUNCIL	01473 583000
BABERGH DISTRICT	01473 822801
FOREST HEATH DISTRICT	01638 719000
ST EDMUNDSBURY B.C.	01284 763233
SUFFOLK COASTAL DISTRICT	01394 383789
WAVENEY DISTRICT	01502 562111

OTHER USEFUL NUMBERS

AREA HIGHWAYS Office Hours 08456 066 067 out of hours (ESC) 01473 433444	
HIGHWAYS AGENCY – A14, A12 (Trunk Roads Only) 0300 123 5000	
TRADING STANDARDS Office Hours 01473 264859 Out of hours 01473 433444	
CYP (CHILDREN AND YOUNG PEOPLE) Office hours 08456 066 067 Out of hours 01473 433444	
ACS (ADULT CARE SERVICES) Office hours 0808 800 4005 Out of hours 01473 433444	
STOWE VETINARY GROUP STOWMARKET	01449 613130
THE MUSTARD POT NEEDHAM MARKET	01449 722198

FURTHER USEFUL NUMBERS

ENVIRONMENT AGENCY	01454 624400
UK POWER NETWORK EAST OF ENGLAND	0800 783 8838
EDF (electricity power failure)	0800 783 8838
TRANSCO (GAS)	0800 111999
ANGLIAN WATER (24 HR EMERGENCY FAULT FOR WATER OR SEWERAGE)	08457 145145
BT (24 HRS - FAULTS)	0800 800 151
ENVIRONMENT AGENCY FLOODLINE (Mon – Fr 8 to 8 Weekends 10 to 4)	0845 988 1188
DEFRA HOTLINE (avian flu – dead birds)	08459 33 55 77
SCC TRADING STANDARDS poultry farmers contact (avian flu)	08456 032814
SUFFOLK COUNTY COUNCIL (emergency contacts outside working hours)	0845 606 6067
WATTISHAM	01449 728210

USEFUL READING MATERIAL

PREPARING FOR FLOODS	DTLR, FREE LITERATURE	Tel: 0870 1226 236
FLOOD RELATED LITERATURE	THE ENVIRONMENT AGENCY	Tel: 01454 624400

CREETING ST PETER

1. INTRODUCTION

A major emergency can take place at any time and be caused by a number of factors including adverse weather, a road, rail or air accident, fire or a host of other events. Assistance may not be immediately available and in the event the incident is very wide spread or the community is temporarily isolated, residents of the parish may not receive outside assistance for some time.

2. AIM

The aim of this document is to outline the organisation and to list the resources available within the community area, which could be called upon in the event of a major emergency. It is therefore a sensible precaution to have in place a plan for self-help.

3. INSURANCE

It should however be noted that any action taken, that is not managed or supervised by the relevant local authority will require additional appropriate insurance cover being put in place by the Parish Council or local self-help group.

The local Authority's indemnity/liability insurance will not cover any injury or damage caused by vehicles or equipment not belonging to the Authority, or additionally any damage caused to such vehicles or equipment.

It is recommended that there should be a partnership agreement drawn up outlining each party's responsibilities and that each party will be responsible for their own liabilities.

Signature
Community Emergency Coordinator

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

EMERGENCY COMMITTEE

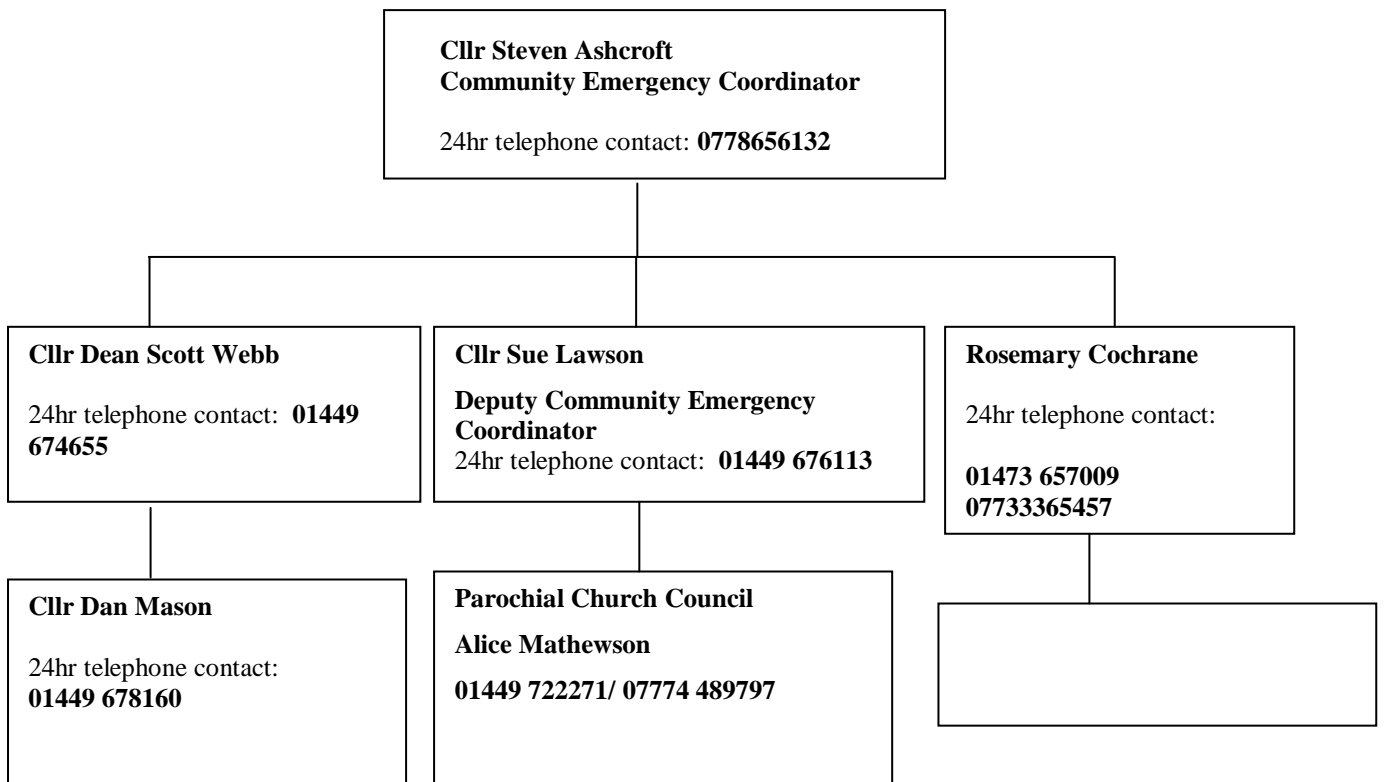
Post	Name	Address	Tel: Work	Tel: Home
Community Emergency Coordinator	Steven Ashcroft	The Laurels, Royden Hall Drive, Creeting St Peter		07786 565132
Deputy Emergency Co-ordinator	Cllr Susan Lawson	Ahrweiler, The Lane, Creeting St Peter		01449 676113
Committee member	Cllr Dean Scott Webb	9 Peterhouse, Creeting St Peter		01449 674655
Admin & Committee member	Rosemary Cochrane	Melvington, Willisham Road, Barking Tye		01473 657009

Authority to implement this plan is: Cllr Steve Ashcroft, Community Emergency Coordinator

Creeting St Peter Parish Council Emergency Phone Tree

Use this phone tree to identify people you will need to contact in an emergency.

- Limit the number of people each person must call.
- Leave a message for unavailable contacts. The caller should continue down the phone tree and continue attempting contact with unavailable persons.
- Each unit should have provisions for getting the information to a person who was not contacted.
- The last person called should report back to a designated person to signal the end of the calling process.
- Keep the message short and concise. Only the facts should be given and each caller should avoid speculation. Confidentiality should be stressed.
- Update the phone tree at least annually to insure accurate phone numbers and inclusion of all staff.



Parish Council Clerks

Stowupland Parish Council

Mrs Claire Pizzey, Parish Clerk

2 Broomspath Road, Stowupland, Suffolk, IP14 4DB

01449 677005

pizzey974@btinternet.com

Stowmarket Town Council

David Blackburn, Town Clerk

Milton House, Milton Road South, Stowmarket, Suffolk, IP14 1EZ

Business Telephone: 01449 612060

Fax: 01449 775103

Email: info@stowmarket.org

Needham Market Town Council

Mr Kevin Hunter, Town Clerk

Town Council Office, Community Centre, School Street, Needham Market, Suffolk IP6 8BB

Business telephone: 01449 722246

Email: clerks@needhammarketc.f9.co.uk

Creeping St Mary Parish Council

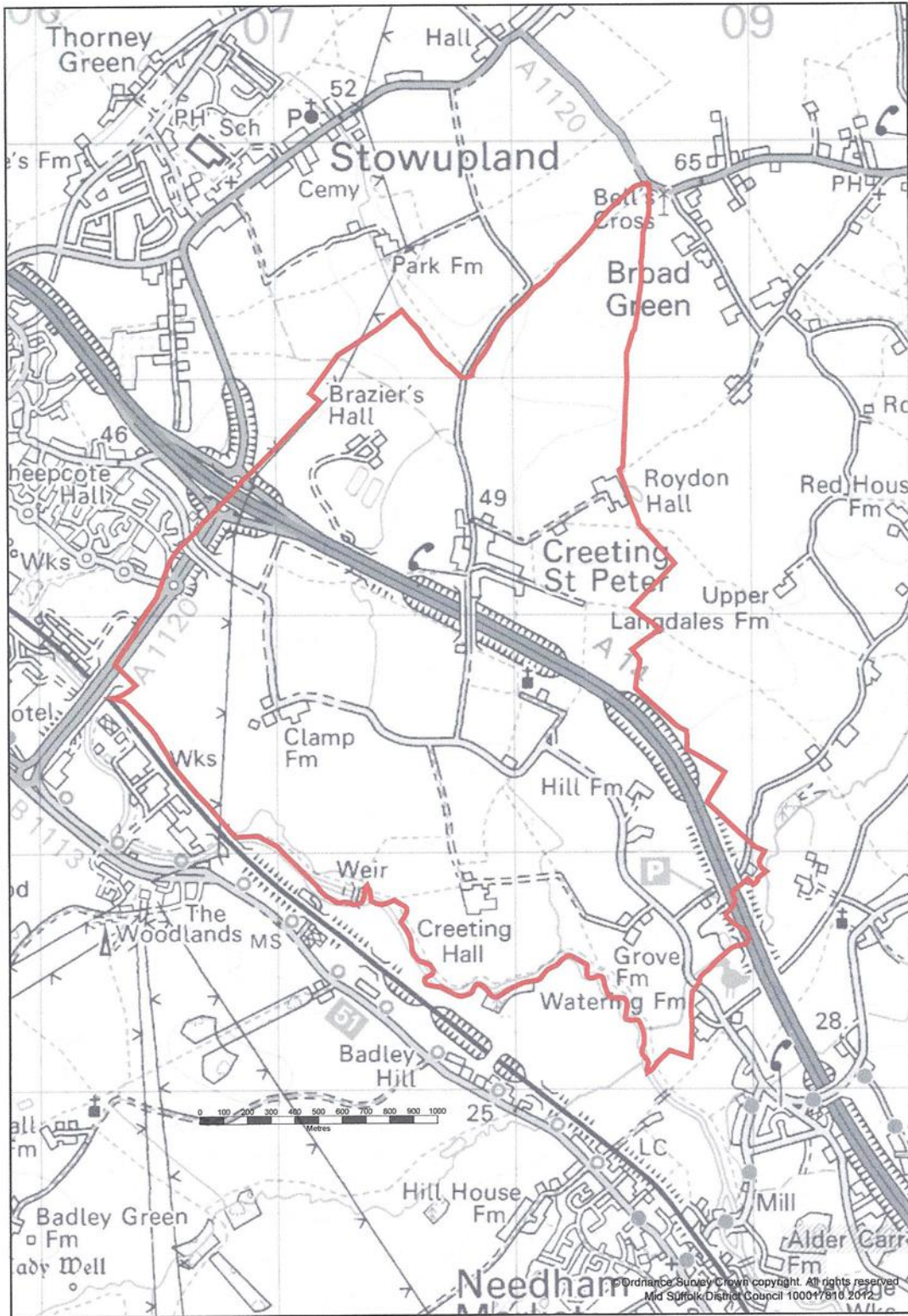
Mrs Ann Squirrel, Parish Clerk

18 St Mary's Road, Creeping St Mary, Ipswich, Suffolk IP6 8LZ

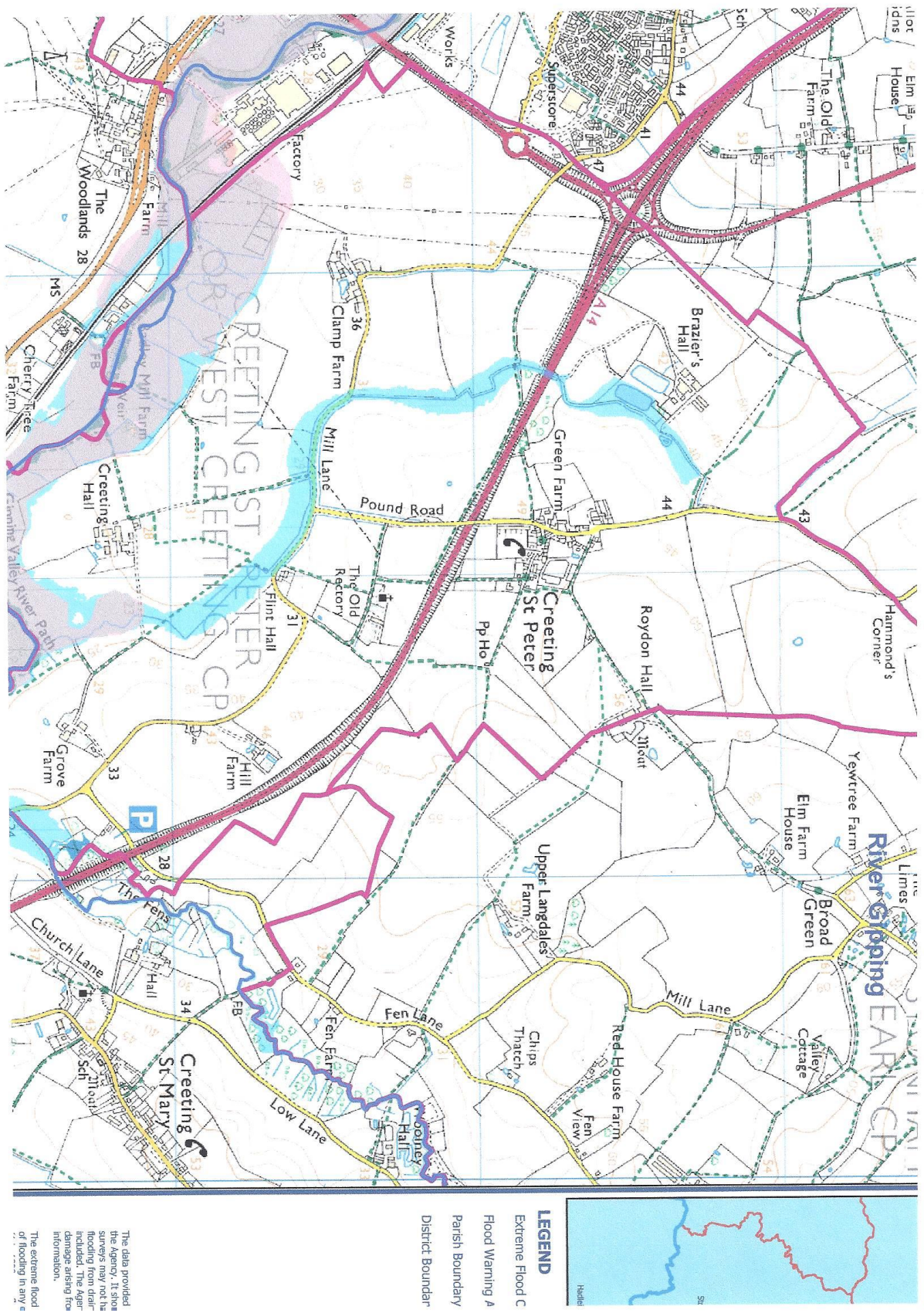
Telephone: 01449 721156

clerk.csmpc@yahoo.co.uk

Map of Parish of Creting St Peter



Creeping St Peter Flood Map

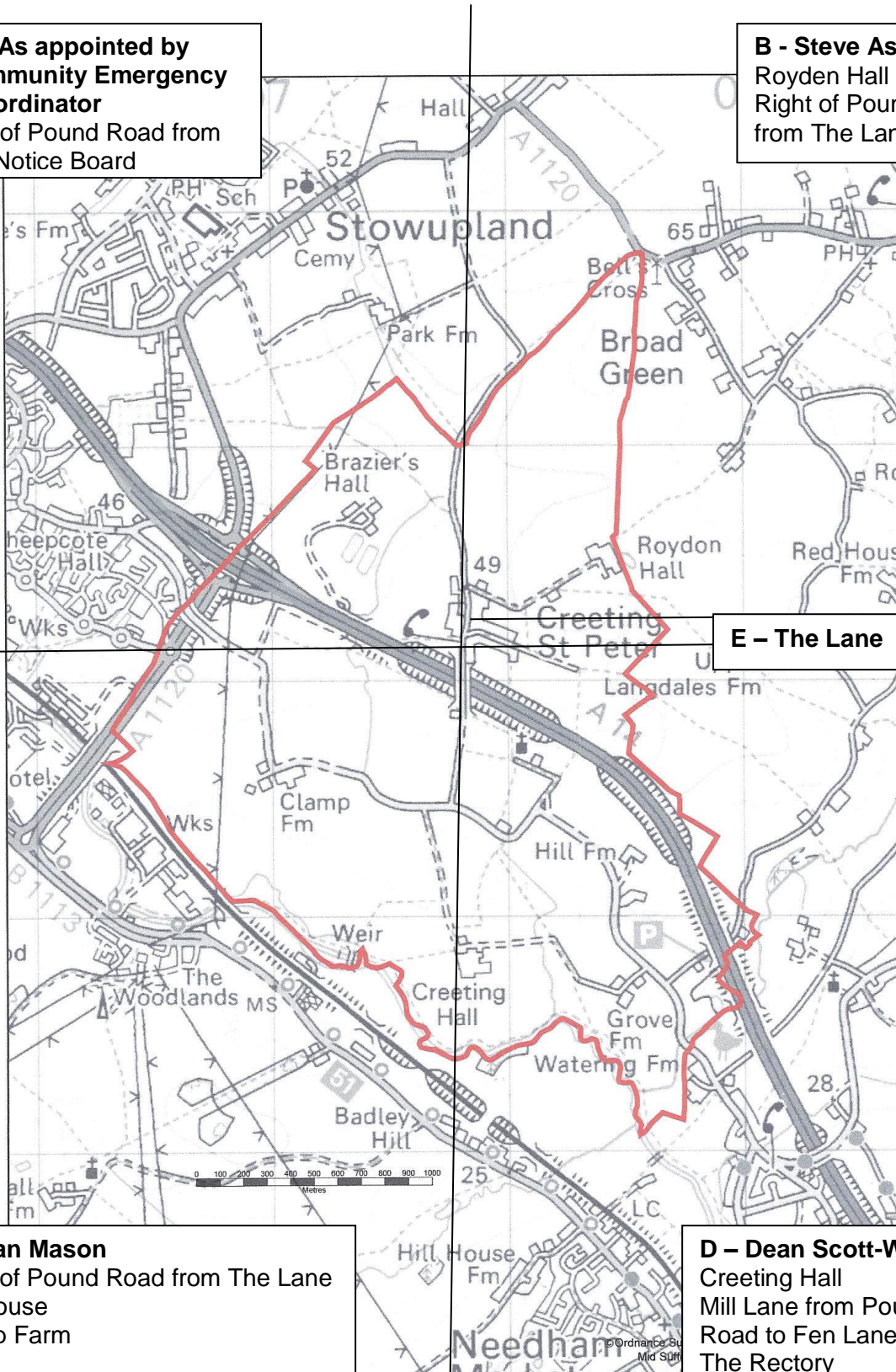


Door Knock/House Map of Creting St Peter



**A – As appointed by
Community Emergency
Co-ordinator**
Left of Pound Road from
the Notice Board

B - Steve Ashcroft
Roydon Hall Drive
Right of Pound Road
from The Lane



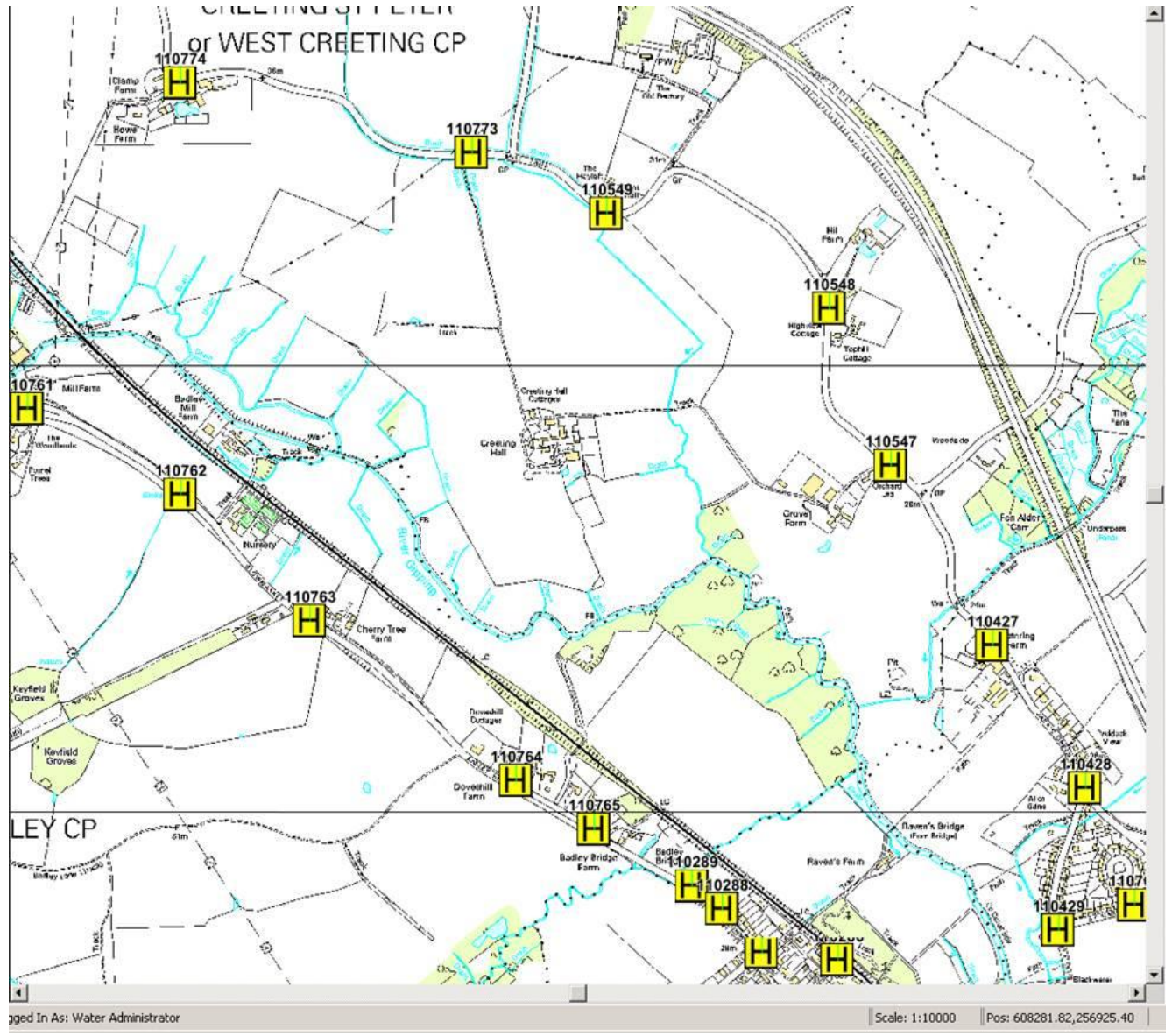
E – The Lane Sue Lawson

C - Dan Mason
Right of Pound Road from The Lane
Hill House
Clamp Farm

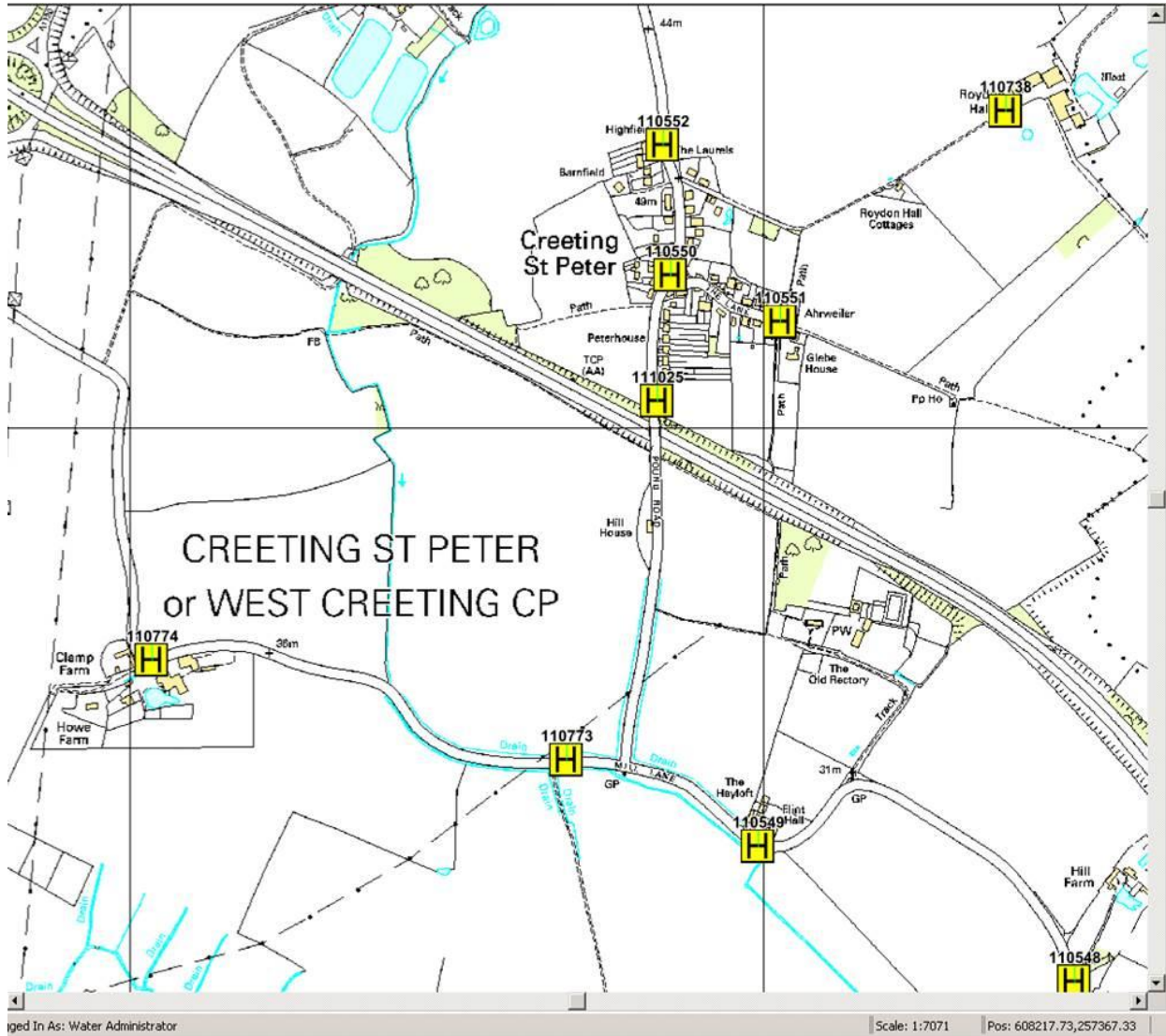
D – Dean Scott-Webb
Creting Hall
Mill Lane from Pound
Road to Fen Lane
The Rectory
Grove Farm

Fire Hydrants in Creting St Peter (1)

110427, 110428, 110429, 110547, 110548, 110549, 110550, 110551, 110552, 110738, 110773, 110774 and 11025.



Fire Hydrants in Creting St Peter (2)



AGENDA

- 1. Declarations of interest**
- 2. Apologies**
- 3. To receive reports**
 - i. Emergency Services**
 - ii. Utility companies**
 - iii. Other agencies or representatives.**
- 4. Minutes of previous meeting - Not applicable**
- 5. Matters Arising**
- 6. Briefing on the current situation to include:**
 - i. Time , day, date, place and type of incident.**
 - ii. Description of scene and access to it (photos if appropriate)**
 - iii. Condition of utilities and resources (gas electric water phones sewerage etc).**
 - iv. People: numbers of victims and their condition (includes family of victims), how many vulnerable in any way (eg. very young/old, disabled, transient, reliant on medications etc). Also to consider any issues regarding Community Emergency Responders.**
 - v. Current and potential hazards and any threats to life.**
 - vi. SAD CHALETS**
- 7. Immediate actions to aid the response to the emergency. Consider:**
 - i. What communication with emergency services has already been carried out, and what liaison is still to do.**
 - ii. Any actions already taken? Are these to be continued, altered? What other actions are safe and necessary? Who will carry these out?**
 - iii. Consider what resources are available, how to be used, and any restrictions on their use.**
 - iv. Victims / Vulnerable people - assist emergency services with identifying evacuations, warning etc**
- 8. Actions and resources required in the longer term to aid community recovery?**
- 9. Any other Business**
- 10. Date of next meeting**

SAD CHALETS

Often crisis responders will initiate a crisis notification through a verbal briefing. As such, it is imperative that a clear and accurate verbal briefing is provided to initiate the emergency plan. This should be structured in a uniform and logical format so that personnel are guided through the key information components that will best enable resources to be mobilized and decisions to be made. The acronym SAD CHALETS, used by British police departments, is a tried and tested list of subject matter areas that co-ordinators should address when briefing their volunteers, as well as external emergency or response groups:

S Survey the scene.

A Assess the situation and the risk implications.

D Disseminate information to the correct groups in the correct sequence.

C Casualties: Number, type, and condition.

H Hazards: Types, severity, impacts, and status.

A Access: Management control points, safe routes in, and reception centres.

L Location: Specific grid reference or prominent feature of the event.

E Emergency Services: What support is required.

T Type: Nature and type of crisis incident.

S Start Logging: Start collating information from the beginning of the event.

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN
EMERGENCY CENTRE

Location and Address- Creeting St Peter Church Hall, The Lane, Creeting St Peter			
Key holder(s) Name	Address	Tel No (Work)	Tel No (Home)
(Lettings Secretary) Alice Matthewson	Fen House Fen Lane Creeting St Mary Ipswich IP6 8QD		01449 722271 07774489797
Mrs Violet Martin	14 Peterhouse, Pound Road, Creeting St Peter		01449 672756

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

PERSONNEL

Expertise	Name	Address
Tree Work	Dominic Hart, Hart Tree Surgery	07840 610886
Builder	Matt Hurst Goh Family	Millmead, the Lane, Creeting St Peter Matt-hurst@net.com 01449 675423/07768 200610 Charlecote, The Lane, Creeting St Peter 01449 676335 gohla@btinternet.com
Electrician		
Plumber	Matt Hurst Goh Family	Millmead, the Lane, Creeting St Peter Matt-hurst@net.com 01449 675423/07768 200610 Charlecote, The Lane, Creeting St Peter 01449 676335 gohla@btinternet.com
Oil & Gas Heating Engineers	P M M Boiler & Plumbing Ltd	Unit 4, Maitland Road, Lion Barn Industrial Estate 01449 722206/ 07747 605895
Oil & Gas Heating Engineers	David Foster CORGI & OFTEC registered	01449 781477/ 0797 505618
Emergency Response trained	Jason Rodwell Steve Ashcroft	Anason, The Lane, Creeting St Peter 01449 771745 / 07974830920 The Laurels, Roydon Hall Drive, Creeting St Peter, IP6 8Q 01449614416/07786565132
Volunteer Helpers	Jason Rodwell Matt Hurst Mark Valladares Steve Ashcroft Goh Family Russell & Sarah Stott	Anason, The Lane, Creeting St Peter 01449 771745 / 07974830920 Millmead, the Lane, Creeting St Peter Matt-hurst@net.com 01449 675423/07768 200610 Belmont Cottage, The Lane, Creeting St Peter, Ip6 8QR 01449 672573/07912 620187 Markv233@aol.com The Laurels, Roydon Hall Drive, Creeting St Peter, IP6 8Q 01449614416/07786565132 Charlecote, The Lane, Creeting St Peter 01449 676335 gohla@btinternet.com Willow House, Pound Road, Creeting St Peter, 01449 771490 stottyssjgr@yahoo.co.uk

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

**MEDICALLY TRAINED PERSONNEL &
EQUIPMENT**

Qualification	Name	Address	Tel. Home/email	Tel. Work
Ex-Nurse	Goh Family	Charlecote, The Lane, Creeping St Peter	01449 676335 gohla@btinternet.co m	
First Aiders	Steve Ashcroft	The Laurels, Roydon Hall Drive, Creeping St Peter, IP6 8Q	01449614416 07786565132	

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

MEDICAL EQUIPMENT

Description Of Equipment	Location Of Stocks. Contact details of Key holder Owner

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

COMMUNICATIONS

Name	Address of Organiser/Location of Equipment	Tel: Work	Tel: Home	Type of Equipment
IT Expert	Jason Rodwell, Anason, The Lane, Creeting St Peter jasonrodwell@btinternet.com Matt Hurst, Millmead, the Lane, Creeting St Peter Matt-hurst@net.com		01449 771745/07974 830920 01449 675423	
Radio Ham	Matt Hurst, Millmead, the Lane, Creeting St Peter Matt-hurst@net.com		01449 675423	CB Radio
CB Radio	Matt Hurst, Millmead, the Lane, Creeting St Peter Matt-hurst@net.com		01449 675423	CB Radio
Telephone Engineer	Matt Hurst, Millmead, the Lane, Creeting St Peter Matt-hurst@net.com		01449 675423	

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

TRANSPORT

Type of Transport	Normal Location of Transport & Contact details of Owner/Driver	Capacity (No. Persons/Tons)
Tractor	Mr S Laflin, Tophill Cottage 01449 723957/ 07799 708877 suelaflin@btinternet.com	
Trailer	Mr S Laflin, Tophill Cottage 01449 723957/ 07799 708877 suelaflin@btinternet.com Russell & Sarah Stott, Willow House, Pound Road, Creeting St Peter, 01449 771490 stottyssjgr@yahoo.co.uk	
4x4 Off road 4x4 with winch, CB recovery equipment	Matt Hurst, Millmead, the Lane, Creeting St Peter 01449 675423 Matt-hurst@net.com	

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

PERSONS NEEDING HELP

Name	Address & Contact Details	Assistance Needed	Remarks
Mrs P Best	Tudor Barn, Creeting Hall Farm, Creeting St Peter IP6 8QZ	Not specified	Born 11/08/1934

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN
INFORMATION

Feature of Particular Note	Description of Circumstances or Action Required
Water hydrants	
Community Playing Field	Space for tents/caravans/emergency vehicles subject to approval from Parish Council. Also some seating available.
Village Green	Very small, but a rest area with a wrought iron bench
Church Hall	Shelter, toilet, seating, tables, hot water, tea making facilities, minimal cooking facilities, catering for up to 30? persons
St Peter's Church, Creeting St Peter	Shelter, seating (water or toilet facilities?)

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

SPECIALIST EQUIPMENT

Type of Equipment	Location of Equipment. Contact Details of Owner/Operator
Generator	Mr S Laflin, Tophill Cottage 01449 723957 Goh Family, Charlecote, The Lane, Creeting St Peter 01449 676335 gohla@btinternet.com
Welding equipment	Mr S Laflin, Tophill Cottage 01449 723957 Matt Hurst, Millmead, the Lane, Creeting St Peter 01449 675423 Matt-hurst@net.com
Power Winch	Off road 4x4 with winch, CB recovery equipment Matt Hurst, Millmead, the Lane, Creeting St Peter 01449 675423 Matt-hurst@net.com
Cutting Equipment	Mr S Laflin, Tophill Cottage 01449 723957 Matt Hurst, Millmead, the Lane, Creeting St Peter 01449 675423 Matt-hurst@net.com Goh Family, Charlecote, The Lane, Creeting St Peter 01449 676335 gohla@btinternet.com
Portable Heaters	Mr S Laflin, Tophill Cottage 01449 723957 Russell & Sarah Stott, Willow House, Pound Road, Creeting St Peter, 01449 771490 stottyssjgr@yahoo.co.uk

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

ACCOMMODATION & FEEDING FACILITIES

Location & Contact details of key Holders	Catering Facilities (Yes/No/Ltd)	No. of Persons	Power (Gas or Electric)	Other Features
Creeting St Peter Church Hall, The Lane Creeting St Peter	Limited	30?	Electric	Toilet
The Laurels, Roydon Hall Drive Steve Ashcroft, 01449 614416 07786565132	Yes	4	Electric	
Goh Family, Charlecote, The Lane, Creeting St Peter 01449 676335 gohla@btinternet.com	Yes	2	Electric	
Russell & Sarah Stott Willow House, Pound Road, Creeting St Peter, 01449 771490 stottyssjgr@yahoo.co.uk	Yes	4 – 8	Electric	

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

FOOD STOCKS

Location (Name & Address)	Type of Food Store	Contact Details Of Key Holder	Approx. days supply. Any other information

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

WATER SUPPLIES

Location of Supply	Type (well, spring etc)
Water hydrant	

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

FUEL SUPPLIES

Type	Location (Inc address)	Contact Details of Owner/Key Holder	Quantity
Wood	Tophill Cottage . Pound Road , CSP Willow House, Pound Road, CSP,	Mr S Laflin, 01449 723957 07799 708877 suelaflin@btinternet.com Russell & Sarah Stott, 01449 771490 stottyssjgr@yahoo.co.uk	
Oil	Willow House, Pound Road, CSP,	Russell & Sarah Stott, 01449 771490 stottyssjgr@yahoo.co.uk	
Portable electric heaters	Tophill Cottage Willow House, Pound Road, CSP,	Mr S Laflin, Tophill Cottage 01449 723957/ 07799 708877 Russell & Sarah Stott, 01449 771490 stottyssjgr@yahoo.co.uk	

CREETING ST PETER PARISH COUNCIL COMMUNITY EMERGENCY RESPONSE PLAN

SANITATION

Site	Location by Description & Grid Reference
Portaloo	Tim Edwards, Middle Farm, Barking Tye
Church Hall- 1 uni-sex	Creeting St Peter Church Hall, The Lane, Creeting St Peter
Church?	