

# Yoxford Parish Council - Emergency Plan

## 1. Introduction

In the event of a widespread incident in East Suffolk, help may not be immediately available from the emergency services or local authorities. It is therefore sensible to have a community emergency plan in place with the Parish Council and a team of local volunteers to manage the situation initially and liaise with outside agencies when available.

Severe weather related emergencies are probably the most likely in Yoxford. High winds may be cause damage, heavy snowfall may result in deep drifts, and ice may cause pedestrian and vehicular accidents. Serious weather incidents can also knock out power supplies, telephones and internet access. Fortunately serious flooding is not likely to be a problem in Yoxford but other potential risks include a serious accident on the A12 or A1120 or a serious incident at Sizewell B nuclear power station.

In the event of a major incident (defined as a situation or incident endangering or likely to endanger life and property), where outside assistance from the emergency services or local authorities is significantly delayed or reduced, the Parish Council will activate the emergency plan and mobilise resources as required. There are a number of villagers with useful skills and resources and the Parish Council will call on these members of the community if required. The community will also need to undertake self-help activities.

## 2. Types of Risks

<b>Risks</b>	<b>Likelihood</b>	<b>Impact on Community</b>	<b>Action</b>
Power Cut	High	Loss of heating, lighting and cooking facilities. Low temperatures can be dangerous to the well-being of vulnerable residents.	Depends on length of outage. Evacuation to a place of shelter may be required.
Storms/High Winds	High	Downed trees and power lines, structural damage to buildings, road blockages, disruption to transport networks.	Evacuation to a place of shelter may be required. SCC Highways are responsible for removal of debris from roads.
Heavy Snowfall	High	Disruption to transport networks, businesses and school closures. Low temperatures can be dangerous to the well-being of vulnerable residents.	SCC Highways will carry out snow ploughing in severe snow conditions, primarily on busier A class roads. SCC's Snow Code is attached as an appendix to this plan.
Low Temperatures/Ice	High	Potential to cause pedestrian and vehicular accidents.	SCC Highways are responsible for the

		Low temperatures can be dangerous to the well-being of vulnerable residents.	precautionary treatment of main roads (A12, A1120, B1122). SCC fill grit bins annually. Grit bins are located at Oakwood Park, Strickland Manor Hill, Meadowlands, Elmsley Way and Culcott Close
Fire	Medium	Unlikely to impact the whole community.	Fire and Rescue will be involved and their advice will be taken. Evacuation to a place of shelter may be required.
Sizewell Power Station	Low	Release of radioactive material.	Residents should adhere to national advice delivered via leaflet, radio and television. A public safety leaflet is attached as an appendix to this plan.
Loss of Water Supply or Contaminated Tap Water	Medium	Loss of drinking water and cooking facilities. Disruption to businesses and school closures. Dehydration can be dangerous to the well-being of vulnerable residents.	Essex & Suffolk Water aim to resume supply within 12 hours. May be 24 hours if caused by a leak or burst major water main.
Road Accident/Level Crossing Accident	High	Seriously injured people. Road or flow of traffic blockage. Possible damage to buildings.	Administer first-aid if qualified to do so. Telephone the emergency services. Stop or direct traffic safely around the incident.

### 3. Advice for Emergency Situations

#### 3.1 Self-Help

Standard government advice is [‘Go In, Stay In, Tune In’](#).

In a major emergency, if you are not involved in the incident but are nearby or believe you may be in danger, the best advice is to go inside a safe building, stay inside until you are advised to do otherwise, and tune in to local radio or television for information.

There may be particular occasions when you should not ‘go in’, for example if there is a fire, or you are advised differently by the emergency services or your own common sense.

Prepare an emergency self-help kit. It can contain anything you feel will assist you in an emergency. Consider:

- Torch and spare batteries
- Radio - battery powered or wind-up
- Candles and matches or oil lamps
- Mobile telephone, in-car charger and solar charger
- A corded telephone\*
- Bottled water and non-perishable foods
- List of emergency and other useful telephone numbers
- First aid kit with necessary medication
- Waterproof and warm clothing, hat, scarf and gloves
- Wellington boots
- Blankets
- A camping stove and gas (be aware of fire and carbon monoxide risks)
- If applicable, pet food, baby food and baby care items
- Key personal documents
- Copies of your home insurance documents

\* Modern cordless telephones with a base station and carry-around handsets do not work without mains power. If your telephone or its base station are plugged into the mains, consider buying a corded telephone for your emergency self-help kit. This will be powered by the low voltage from the BT socket and will normally work during power outages.

Know how to turn off utilities at the mains - gas, water and electricity.

Plan how to contact relatives and friends if an emergency develops.

*What to do if a severe storm is expected:*

- Secure outdoor items such as garden furniture, ladders and dustbins or anything else that could be blown into windows and break them.
- Close and securely fasten doors and windows (including shed and garage doors), clear window sills and pull curtains to protect from flying glass.
- Protect electrical appliances vulnerable to power surges.

*What to do in the event of a lengthy power cut:*

- Phone UK Power Networks on 105 for advice.
- Keep listening to local radio for updates.
- Check in with vulnerable neighbours.

*What to do if you have to be evacuated (if time permits):*

- Turn off gas, electricity and water at the mains.
- Lock all doors and windows.
- Bring necessary items from your emergency self-help kit.

### 3.2 Be a Good Neighbour

Icy roads and snow can often mean that older or more vulnerable people are not able to get out and about. If you have an elderly or vulnerable neighbour please look out for them in the winter months. They may need help with shopping, clearing paths, walking a dog or just to see a friendly face.

Specifically if the curtains are not opened during the day, or there are no lights on in the evening, there may be something wrong. Try knocking on the door to see if there is an answer. If not, contact a relative or friend who you think may have a key. If you have concerns about somebody who you have not seen for a while and have not been able to contact them, telephone the local police on 101.

## 4. Local Resources

### 4.1 Places of Shelter

Should the need arise to evacuate residents for a length of time, the Village Hall and St Peter's Church have been identified as being places of shelter. The Village Hall has been designated as the Community Emergency Centre with St Peter's Church being a stand-by centre if the Village Hall is damaged or otherwise unusable. Assistance will be given by the Parish Council and available volunteers.

### 4.2 Local Skills and Resources

This emergency plan relies entirely on volunteers. If you have any particular skills or equipment or can give your time to help others in the community when an emergency occurs, please contact the Parish Council via the Parish Clerk. It is important that the Parish Council know what resources they can call on in an emergency.

### 4.3 Local Amenities

Listed below are premises that supply provisions, sustenance, shelter and warmth on a commercial basis and could supply such in an emergency depending on their power sources.

The Kings Head	Brook Street, Yoxford	01728 668008
The Griffin Inn	High Street, Yoxford	01728 668229
Main's Restaurant	High Street, Yoxford	01728 668882
G & T's Café	High Street, Yoxford	01728 668009
Horners Store	High Street, Yoxford	01728 668336
Satis House	A12, Yoxford	01728 668221
Flying Goose Cafe	Yoxford Antiques Centre	01728 668844
Londis Store/Service Station	A12, Darsham	01728 668228
Darsham Nurseries Café	A12, Darsham	01728 667022
Lily's Pantry	A12, Darsham	01728 668228
Half Way Café	A12, Darsham	01728 668881
Emmerdale Farm Shop	Westleton Road, Darsham	01728 668648
Red Poll Tea Rooms	Westleton Road, Darsham	01728 668648

## 5. Communication

### 5.1 Keep Informed

Communications may be seriously disrupted therefore each Parish Councillor has been allocated an area of responsibility in the village to communicate by word of mouth. Their primary role is to pass information on to residents in their area but they will also help with the identification of vulnerable residents and monitor their welfare.

Keeping residents informed of the situation and the subsequent developments in a timely manner is vital when dealing with any serious emergency. It is also advisable to avoid a situation where misinformation starts to spread causing panic or causing people to take the wrong action.

<b>Parish Councillor</b>	<b>Alternate</b>	<b>Areas of Responsibility</b>
Russell Pearce	John Walford	Brook Street/Old High Road/Park Place
Paul Ashton	Val Kelsey	Main Road
David Childs	John Sutherell	Meadowlands Close/Elmsley Way
John Sutherell	David Childs	Strickland Manor Hill
Ann Lambert	Susan Hall	High Street/Church Lane
Ian Shaw	Paul Ashton	Middleton Road/Yoxford Road
Val Kelsey	Susan Hall	Oakwood Park
Susan Hall	Ian Shaw	Culcott Close
John Walford	Russell Pearce	Little Street/The Lane

### 5.2 Useful Contacts

Police	Emergency Only - 999 Non-Emergency - 101 <a href="https://twitter.com/suffolkpolice">twitter.com/suffolkpolice</a>
Electricity	UK Power Networks - 105 or 0800 31 63 105 <a href="https://ukpowernetworks.co.uk/liveupdates">ukpowernetworks.co.uk/liveupdates</a> Text POWER and your postcode to 80876 <a href="https://twitter.com/ukpowernetworks">twitter.com/ukpowernetworks</a> National Grid (Electricity) - 0800 40 40 90
Gas	National Grid (Gas) - 0800 111 999
Telephone	BT - online at <a href="https://www.bt.com">BT.com</a> Open Reach - 0800 023 2023
Water	Essex & Suffolk Water - 0800 526 337 Anglian Water - 0800 771 881
Sewerage	Anglian Water - 03457 145 145
Suffolk County Council	Customer Services - 0345 606 6067 Highways Emergency - 0345 606 6171

	Highways England Information - 0300 123 5000 twitter.com/@suff_highways
Suffolk Coastal District Council	Customer Services - 01394 383789 Out of hours emergency service - 01502 527133 twitter.com/@suffolkcoastal
Social Services	0808 800 4005
Primary School	01728 668291 Outside school hours - Caretaker - 07552 527016
St Peter's Church	Yoxmere Benefice - 01728 668335 Church Warden - John Sutherell - 07766 146883
Village Hall	Committee Chair - Sarah Barrett - 01728 Committee Member - Val Kelsey - 01728 668569
Environment Agency	24 Hour Incident Hotline - 0800 80 70 60 24 Hour Floodline - 0345 988 1188
Leiston Surgery (including Yoxford branch)	01728 830526
Cutlers Hill Minor Injuries Unit, Halesworth	01986 874618
Saxmundham Health Services	01728 602022
NHS Out of Hours Service	111
St John's Ambulance - Emergency Support	08700 104950

### 5.3 Local Radio

BBC Radio Suffolk	95.5 FM and 104.6 FM twitter.com/bbcsuffolk
Heart Ipswich	97.1 FM and 96.4 FM
Town	102 FM
The Beach	103.4 FM and 97.4 FM

### 5.4 Yoxford Parish Council

Russell Pearce* (Chairman)	Sunflower House, Brook Street, Yoxford, IP17 3HB	01728 668106	russell_pearce@sky.com
Paul Ashton* (Vice-Chairman)	Cottons Yard, High Street, Yoxford, IP17 3EP	01728 668011	paul.ashton@btinternet.com
David Childs	8 Meadowlands Close, Yoxford, IP17 3JS	01728 668911	glitza1975@googlemail.com
Ian Shaw*	7 Oakwood Park, Yoxford, IP17 3JU	01728 668569	ianlshaw@gmail.com
John Sutherell	The Old Manor, Strickland Manor Hill, Yoxford, IP17 3JD	07766 146883	blak2max@btinternet.com
Val Kelsey*	7 Oakwood Park, Yoxford, IP17 3JU	01728 668569	valkelsey@gmail.com
John Walford	Magnolia House, High Street, Yoxford, IP17 3EP	01728 668321 07973 638544	walfordshows@btinternet.com
Stephen Siddall	Lovetts Lodge, Yoxford, IP17 3HZ	07970 857872	siddall42@gmail.com
Ann Lambert	Parkside, High Street, Yoxford, IP17 3EU	01728 668540 07940 255928	ann.lambert48@gmail.com

Susan Hall	Craig House, High Street, Yoxford, IP17 3EP	01728 667013	sstride@btinternet.com
Sharon Smith* (Parish Clerk)	Arbour House, Rectory Road, Middleton, IP17 3NP	01728 648576	parishclerkyoxford@gmail.com

\*denotes knowledge of Village Hall key safe access code

## 5.5 Further Sources of Information

Suffolk Resilience Forum	A multi-agency group that provides strategic/tactical/operational guidance and planning for a response to a major incident.	suffolkresilience.com
Suffolk Community Emergency Preparedness	Provides guidance to communities to help them become better prepared for emergencies.	getpreparednow.co.uk
The Met Office	General severe weather preparation information and severe weather warnings.	metoffice.gov.uk
Suffolk Constabulary	Advice on winter driving and potential driving disruption.	suffolkpolice.uk
Yox Valley Partnership	Advice on Yoxford and Middleton Primary School closures.	yoxvalleypartnership.org
Suffolk County Council	Advice on other school closures.	schoolclosures.suffolk.gov.uk
UK Power Networks	Priority Services Register - provides extra support for vulnerable persons.	ukpowernetworks.co.uk/help psr@ukpowernetworks.co.uk 0800 169 9970

This emergency plan can be obtained from the Parish Clerk and it is published on the Parish Council page of the village website at [www.yoxfordinsuffolk.co.uk](http://www.yoxfordinsuffolk.co.uk).

## Appendix I - Sizewell Public Safety Leaflet

### During any Sizewell nuclear emergency

Any Sizewell emergency will be managed by Suffolk's emergency services, local authorities, health authorities and the Environment Agency, supported by Sizewell nuclear site operators and national agencies.

Detailed advice and information will be put out through local TV and radio and other channels, such as the web and social media. Suffolk Police and Suffolk County Council will lead on issuing this information, with the support of Sizewell nuclear site operators and other local organisations involved in managing the response.

More detailed advice on radiation and health issues and information about the local plans for dealing with emergencies is available on the Suffolk Resilience Forum website: [www.suffolkresilience.com/information-and-advice/sizewell](http://www.suffolkresilience.com/information-and-advice/sizewell)

If you need help to understand this information in another language please call 03456 066 067

Se precisar de ajuda para ler estas informações em outra língua, por favor telefone para o número abaixo. 03456 066 067

Portuguese

Jeżeli potrzebujesz pomocy w zrozumieniu tych informacji w swoim języku zadzwoń na podany poniżej numer. 03456 066 067

Polish

এই লেখাটি যদি অন্য ভাষাতে বুঝতে চান তাহলে নিচের নম্বরে ফোন করুন 03456 066 067

Bengali

Jeigu jums reikia šios informacijos kita kalba, paskambinkite 03456 066 067

Lithuanian

Dacă aveți nevoie de ajutor pentru a înțelege această informație într-o altă limbă, vă rugăm să telefonați la numărul 03456 066 067

Romanian

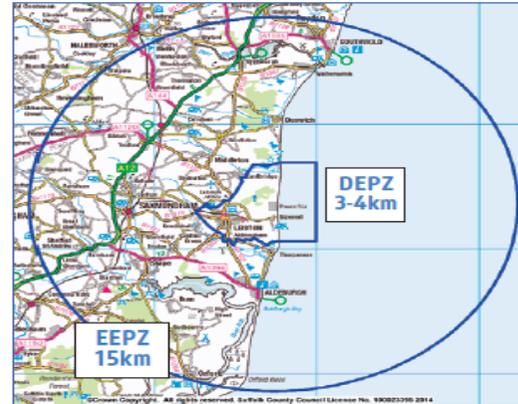
Если для того чтобы понять эту информацию Вам нужна помощь на другом языке, пожалуйста, позвоните, по телефону 03456 066 067

Russian

If you would like this information in another format, including audio or large print, please call 03456 066 067.



### New Sizewell emergency planning zones



#### Detailed Emergency Planning Zone (DEPZ)

The DEPZ describes the area where detailed emergency plans are put in place by Suffolk Emergency responders.

#### Extended Emergency Planning Zone (EEPZ)

The EEPZ is an area agreed by the Suffolk Resilience Forum where a degree of pre-planning has been undertaken to allow prompt action in event of a severe nuclear emergency.

#### Suffolk Emergency Helpline:

A special hotline number will be activated during major emergencies

**0345 603 2814**

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# SIZEWELL OFF SITE EMERGENCY INFORMATION

**IMPORTANT INFORMATION: PLEASE READ AND KEEP THIS LEAFLET**

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suffolk  
Resilience



[www.suffolkresilience.com](http://www.suffolkresilience.com)

## Appendix II - Suffolk County Council - The Snow Code

### **The snow code - tips on clearing snow and ice from pavements or public spaces**

Don't be put off clearing paths because you're afraid someone will get injured. Remember, people walking on snow and ice have a responsibility to be careful themselves.

Follow the advice below to make sure you clear the pathway safely and effectively.

And don't believe the myths - it's unlikely you'll be sued or held legally responsible for any injuries if you have cleared the path carefully.

### **Clear the snow and ice early in the day**

It's easier to move fresh, loose snow rather than hard snow that has packed together from people walking on it. So if possible, start removing the snow and ice in the morning.

If you remove the top layer of snow in the morning, any sunshine during the day will help melt any ice beneath. You can then cover the path with salt before nightfall to stop it refreezing overnight.

### **Preventing slips**

Pay extra attention to clearing snow and ice from steps and steep pathways - you might need to use more salt on these areas.

### **Use salt or sand - not water**

Don't make the pathways more dangerous by causing them to refreeze. If you use water to melt the snow, it may refreeze and turn to black ice.

Black ice increases the risk of injuries as it is invisible and very slippery.

You can melt snow or prevent black ice by spreading some salt on the area you have cleared.

You can use ordinary table or dishwasher salt - a tablespoon for each square metre you clear should work.

Don't use the salt found in salting bins - this will be needed to keep the roads clear.

Be careful not to spread salt on plants or grass as it may damage them.

If you don't have enough salt, you can also use sand or ash. These won't stop the path icing over as effectively as salt, but will provide good grip underfoot.

Take care where you move the snow. When you're shovelling snow, take care where you put it so it doesn't block people's paths or drains.

Make sure you make a path down the middle of the area to be cleared first, so you have a clear surface to walk on. Then shovel the snow from the centre of the path to the sides.

### **Offer to clear your neighbours' paths**

If your neighbour will have difficulty getting in and out of their home, offer to clear snow and ice around their property as well.

Check that any elderly or disabled neighbours are alright in the cold weather.

If you're worried about them, try contacting their relatives or friends, or if necessary the local council.