

AMENDMENT RECORD

Amendment	Completed by	Date
Issue 2	Roger Stockton	December 2015
Amdt 1	Roger Stockton	January 2017
Issue 3	Roger Stockton	January 2019

Recipients of this plan are asked to:

- Ensure its safe custody
- Send details of any amendments that are required to this plan to the Emergency Plan Coordinator
- Receive and promptly insert any amendments issued by the Emergency Plan Coordinator into the plan and record this action into the Amendment Record.

BISHOPSTONE COMMUNITY EMERGENCY PLAN - ISSUE 3

CONTENTS LIST

	<i>PAGE</i>
Part 1 - BACKGROUND	
○ INTRODUCTION	4
○ AIM	4
○ OBJECTIVES	4
○ LEGAL ASPECTS	5
○ DESCRIPTION OF VILLAGE	5
○ POSSIBLE EMERGENCIES TO BE CONSIDERED	5
○ ACTIVATION OF THE PLAN	6
PART 2 - OPERATING METHODOLOGY	
○ SUBDIVISION	6
○ LIST OF COMMUNITY RESPONSE GROUP & AREA REPRESENTATIVES	6
○ RESOURCES AVAILABLE WITHIN THE VILLAGE	7
○ Volunteers	
○ Equipment	
○ Local Place Of Safety/Information Point	
○ COMMUNICATIONS	8
○ Local Contacts	8
○ Emergency Service Contacts	8
○ VULNERABLE PEOPLE	8
PART 3 - EMERGENCY PROCEDURES - FLOODING	
○ LOCAL DESCRIPTION	9
○ SOURCES OF FLOODING	9
○ FLOOD WARNING CODES	9
○ Flood Alert	
○ Flood Warning	
○ Severe Flood	
○ All Clear	
○ FLOODLINE QUICKDIAL CODES	10
○ SUSCEPTIBLE AREAS	11
○ RESPONSIBILITIES	12
○ Property	
○ Roadside Ditches	
○ Land Drainage	
○ Others	
○ ACTIONS IN THE EVENT OF A POTENTIAL FLOOD	13
○ Warning Procedure	
○ Immediate Response Procedure	
○ Reaction Procedure	
○ FLOOD SUPPLIES STORAGE AND DELIVERY	14
○ Supplies	
○ Storage	
○ PREVENTATIVE ACTIONS	14

PART 4 - EMERGENCY PROCEDURES - SNOW AND ICE	
○ LOCAL DESCRIPTION	15
○ LOCAL ACTION	15
PART 5 - EMERGENCY PROCEDURES - BLOCKED ROADS	16
PART 6 - EMERGENCY PROCEDURES - POWER FAILURE	16
○ LOCAL DESCRIPTION	
○ LOCAL ACTION	
PART 7 - EMERGENCY PROCEDURES - WATER	17
PART 8 - EMERGENCY PROCEDURES - COMMUNICATION FAILURE	17
PART 9 - EMERGENCY PROCEDURES - SEWAGE	17
PART 10 - EMERGENCY PROCEDURES - FUEL DISRUPTION	18
PART 11 - PANDEMIC	18
PART 12 - ANIMAL DISEASES	19
PART 13 - OTHER FORMS OF MAJOR EMERGENCY	20
PART 14 - OTHER DETAIL	21
○ INFORMATION CENTRE	
○ LIST OF PLAN HOLDERS	
○ PLAN REVIEW AND MAINTENANCE	
ANNEXURES:	
A. LOCAL MAP OF BISHOPSTONE -	RESTRICTED DISTRIBUTION (Not Included)
B. LIST OF COMMUNITY RESPONSE GROUP AND AREA REPRESENTATIVES	
C. SKILLS REGISTER -	RESTRICTED DISTRIBUTION (Not Included)
D. EQUIPMENT AVAILABILITY -	RESTRICTED DISTRIBUTION (Not Included)
E. EMERGENCY CONTACT DETAILS	
F. FLOODING - USEFUL WEBSITES AND INFORMATION SOURCES	
G. PROPERTIES DEEMED TO BE AT RISK DURING FLOODING -	RESTRICTED DISTRIBUTION (Not Included)
H. ADDITIONAL EMERGENCY EQUIPMENT AVAILABLE	

BISHOPSTONE COMMUNITY EMERGENCY PLAN

DISCLAIMER

Bishopstone Parish Council accepts no liability for any loss or damage arising directly or indirectly from action taken or not taken in reliance on material or information contained within this Emergency Plan, or for any failure to activate the plan or to carry out any planned activities in response to a flood alert or other warning issued to or by the Emergency Plan Working Group.

PART 1 - BACKGROUND

INTRODUCTION

What is an emergency?

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.

The flooding events that occurred in December 2013 show that there is a need for a structured response to extreme incidents, examples of which are listed overleaf. For many of these incidents the village will be able to offer an effective early response from its own resources using this Emergency Plan as a basis for action.

In some cases the action required to counter an emergency is the total responsibility of an outside agency. The contact details for those agencies form part of this plan. However, the side effects of such an emergency may require action by the community under the guidance of this plan.

AIM

To increase resilience to emergencies within Bishopstone by developing a robust coordinated approach that complements the plans of emergency services and statutory organisations.

OBJECTIVES

- Identify the risks to the community and relevant response actions
- Identify vulnerable people/groups in the community
- Identify resources in the community available to assist during an emergency
- Provide key contact details for the Community Response Group, key Community Resources, the Emergency Services and Local Authorities
- Provide guidance on actions to be taken by the local community.

LEGAL ASPECTS

Responsibility

The Bishopstone Parish Council owns this plan. The Parish Council has established a sub-committee, the Community Response Group, made up of co-opted members of the community, to organise and oversee the implementation of the plan. The Parish Council is a point of contact to Wiltshire Council, the Environment Agency, Wessex Water, Scottish & Southern Electric and the emergency services.

The scheme is voluntary. It must operate within the bounds of legal responsibility and any queries regarding this should be addressed to the Parish Clerk.

If individuals or family groups do not want to follow the advice given in support of this plan, that is their prerogative - they cannot be forced to follow guidance.

DESCRIPTION OF THE VILLAGE

The parish of Bishopstone is in Wilton Community Area within the local authority area of Wiltshire.

Bishopstone is a strip village spread along approximately 2 miles of the High Road/ Broad Chalke Road that runs along the northern side of the village in the Chalke Valley. The parish also includes scattered dwellings and businesses to the north and south of the main village, chiefly along the Blandford Road (A354).

The parish has a population of 629 according to analysis of the 2011 Census figures, and is comprised of 256 households.

The main village is made up of a group of hamlets with a mixture of old and new houses. The River Ebbles runs through the central length of the village, bounded on each side by flood meadows. One lake is fed from the river and numerous wells and springs feed other lakes. Though the locations of some springs are known, others can rise in undetermined and random locations in a wet season.

The local map is Ordnance Survey Explorer Map Sheet 130, 2.5 inch to the mile. A large-scale local map of the village is at [Annex A \(Restricted Distribution\)](#).

POSSIBLE EMERGENCIES TO BE CONSIDERED

The types of emergencies that would have an impact on the community are:

- Flooding
- Snow/Ice
- Blocked Roads
- Power Failure
- Water Failure
- Communication Failure - phone and internet
- Sewage - both septic tank and main sewage to sewage plants
- Fuel Disruption
- Pandemic
- Animal Health
- Major Accidents and Incidents

These emergencies may well occur in combination - flooding may cause related power failures or sewage treatment emergencies for example. It will be important to consider the proposed responses, as set out in this plan.

ACTIVATION OF THE PLAN

This plan will be activated when an emergency is threatened or has occurred and the emergency services are unable to gain access to the scene, are unable to provide immediate help or require additional support e.g. during widespread flooding. It may also be activated if warnings are received prior to an anticipated event, such as severe weather.

PART 2 - OPERATING METHODOLOGY

Responsibility is to lie with the Parish Council for overall control of an emergency, working with the Emergency Planning Coordinator and the Community Response Group (see below).

SUB-DIVISION

For the purposes of this plan the village is sub-divided into hamlet areas, each with an Area Representative. The role of the Area Representative is primarily to help coordinate action within the village, but he/she is also an essential link in the chain of communication to householders. The Area Representative will coordinate voluntary action within their area and provide advice. They report to the Emergency Planning Coordinator (EPC) who has a Community Response Group (CRG) that is made up of the Area Representatives, the Flood Wardens and Parish Council representation. Other people may be invited depending on the type of emergency under consideration.

The Emergency Planning Coordinator is Roger Stockton. The CRG is made up of representatives from the following village areas:

- **Croucheston** - The area south of the river from the Corn Mill to Croucheston Farm
- **Flamstone** - Flamstone Street from Flamstone Park to junction with Bridge Road and The Alley
- **Netton West** - The Alley, Netton Island, Netton St up to and including Croft Cottage, Stanley Close, Butt Lane, Orchard House and Orchard Cottages
- **Netton East** - The Croft, Harvest Lane, The Styles and Pitts Lane up to Netton Cottage
- **Faulston** - Faulston House, Faulston Cottages including East Faulston Cottages and Faulston Barns (1-6)
- **The High Road** - Pitts Lane to exclusive Netton Cottage, houses on the High Road from The Old Malthouse, Whitlock Rise and Meadow View and the two houses to east of Meadow View
- **Throope** - Throope Manor, Throope Manor Cottages, Mill Lane, Church Lane, Manor Farm and Manor Farm complex, Raglands and Eden House (formerly Gracelands).

LIST OF THE COMMUNITY RESPONSE GROUP AND AREA REPRESENTATIVES AND THEIR RESPONSIBILITIES

The members of the Community Response Group and the Area Representatives responsible for the village areas are at [Annex B](#) with their address, phone and mobile numbers and email address listed.

RESOURCES AVAILABLE WITHIN THE VILLAGE

Volunteers

There will be a need to draw upon various skills before, during and after any emergency and the success of this Community Emergency Plan is very dependent on the goodwill of volunteers.

The volunteers listed in this plan have indicated what tasks they may be prepared to carry out if an emergency occurs. The Emergency Planning Coordinator and the Community Response Group coordinate volunteers. Volunteers should contact them to be allocated tasks. Other resources will also be required in an emergency and it is important to be able to quickly locate them.

A Skills Register of volunteers has been produced and includes, amongst others:

- Doctors
- Trained First Aiders/Nurses
- Skilled communicators for listening and supporting
- Electricians
- Plumbers
- Transport support - using The Link Scheme resources within the village

The Skills Register is at Annex C (Restricted Distribution).

Equipment

Equipment may be needed during an emergency situation. A list of equipment that may be available with the owner's contact details is attached as Annex D (Restricted Distribution).

It covers:

- 4WD vehicles and trailers
- Tractors/Plant and trailers
- Chainsaws
- Pumps
- Generators
- Other local resources - grit spreader, grit and salt, sandbags.

Other equipment may need to be hired, though in a general emergency this may be in short supply.

Local Place of Safety/ Information Point

It may be necessary to set up a temporary place of safety within the community and/or a central information point. The Trustees of Bishopstone Village Hall are willing to make the Village Hall available for such purposes. The hall is warm and has catering, toilet, telephone and internet facilities.

The Village Hall became an officially designated Rest Centre by Wiltshire Council in 2015. As such, it may be used for emergencies that take place outside of the parish.

COMMUNICATIONS

Communications are vital before, during and after an emergency in order to ensure that warnings and information are received and passed on, responses coordinated with emergency services and actions by volunteers within the community are coordinated on the ground.

Depending on the scale and type of emergency, the Emergency Planning Coordinator and others within the EPG will maintain a log of events and actions taken. This will enable a coordinated response to occur and the production of a post-event analysis report.

Use will be made of the village website at www.bishopstone-salisbury.co.uk for live updates during an emergency situation.

In 2018 a mobile mast was erected to the north of the village and that now gives mobile network coverage. For that reason mobile phone numbers are included in some parts of the plan.

There is a possibility that communication links using telephones and computers may not be available and hand held radios are available for issue from the village Emergency Stores as alternative communication means.

Useful Contacts

Useful contacts are as at Annex E.

Emergency Services Contacts

Police details are listed in the Parish Magazine, STaB, and other Emergency Service Contacts are on the village website and again at Annex E to this document. These cover:

- Police
- Ambulance
- Fire
- Wessex Water
- Scottish & Southern Electric
- British Telecom
- Highways Authority
- Environment Agency

VULNERABLE PEOPLE

At any one time there will always be a group of vulnerable people within the village, who should be monitored carefully during any emergency situation. The level of response and assistance they may require will vary according to their circumstances and needs at the time.

Though no formal list of vulnerable people will be kept, local knowledge of villagers is deemed adequate to ensure that no such person is overlooked. Prior

warning of an incident would mean that there is an ability to review and formalise knowledge of those who might find themselves in difficulty.

This will cover the elderly, the disabled, those with special needs, post-op patients and others. Any level of intervention will cover a wide range of actions from visiting, to fetching supplies, to collecting prescriptions, carrying out other specific tasks and transportation to and from the village. There will be a need to carefully coordinate with agencies outside of the village to prevent duplication or omission.

PART 3 - EMERGENCY PROCEDURES - FLOODING

LOCAL DESCRIPTION

The village borders a river complex and there are many water meadows and lakes within the Parish. It has experienced flooding in recent times in 2000, 2010 and 2013/4. What follows is a plan based the flooding experienced at these times.

SOURCES OF FLOODING

The sources of flooding referred to are based on weather events and are categorised as:

- Fluvial (river)
- Flash (high intensity rainfall)
- Groundwater (high water table)
- Surface water (paved surfaces, runoff)

While it is often difficult to distinguish between types of flooding this plan sets out the responsibilities of organisations that are involved in dealing with the impact of differing floods.

FLOOD WARNING CODES

The current Environment Agencies' flood warning codes are:

Flood Alert



This means 'flooding of low-lying land and roads is expected'. Community actions should be:

- Watch and monitor water levels
- Listen/watch local radio and TV
- Ring Floodline on **0345 988 1188** for further information
- Make sure you have what you need to put your personal flood plan into action
- Alert neighbours, particularly the elderly or vulnerable
- Check pets and livestock

- Reconsider travel plans

Flood Warning



This means 'flooding of homes and businesses is expected'. Community actions should be as for flood alert plus:

- Move vehicles, food valuables, pets and other items to safety
- Put sandbags in place
- Prepare to turn off gas and electricity
- Be prepared to evacuate your home
- Protect yourself, your family and others that need your help

Severe Flood Warning



This means 'Severe flooding is expected'. Community actions should be as for flood alert and flood warning plus:

- Be prepared to lose power supplies - electricity, gas, water and telephone
- Try to keep calm and reassure others
- Cooperate with emergency services and local authorities
- You may be evacuated

All clear

This means that flood warnings or watches are no longer in force for this area. Community actions should be:

- Check all is safe to return
- Seek advice from the Environment Agency if unsure

Copies of these codes are available from the Emergency Plan Coordinator and are displayed on the village website.

FLOODLINE QUICKDIAL CODES

The Floodline Quickdial Code is **0345 988 1188**. When prompted dial 1.

There is also an alternative number which is again the Floodline Quickdial Code for Bishopstone - **0345 988 1188**, then choose Option 1 and when asked input the local Quickdial Code for the River Ebbles between Ebbesbourne Wake and Nunton which is **0452331** followed by 1. This is specifically information about the river and flood meadows in our immediate area.

The closest boreholes with readings are at Ebbesbourne Wake (upstream) and Nunton (downstream). This borehole information is available on the environment Agency (EA) website.

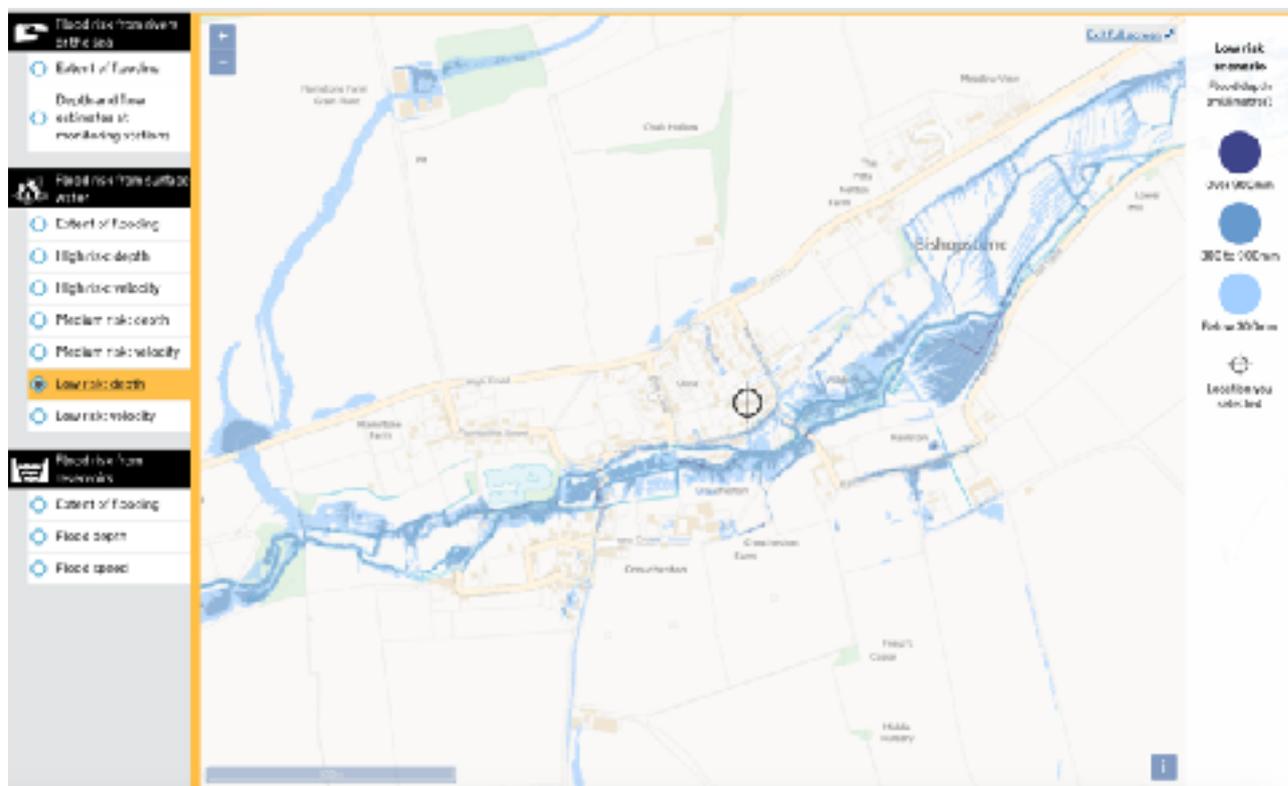
SUSCEPTIBLE AREAS

Areas and properties that have been susceptible to flooding over the last 20 years, based on local knowledge and householder’s experience, are highlighted on the map at Annex A (Restricted Distribution). It is important to realise that this is based on historical data and previous flooding events. It does not necessarily mean that flooding of any of these properties will occur and it does not take into account actions that may have been taken by individual property owners to alleviate flooding, unless the details of these changes have been passed to the EPC.

The Environment Agency have now published details of perceived flood risk on their website, which is available to all. The link is: www.flood-warning-information-service.gov.uk/long-term-flood-risk/map

Once you are into the website you will need to put your post-code in for your local flood risk map. An example of what is available is shown below. The coloured map on the website is worth looking at, especially if you consider yourself to be at risk.

Once you have the local map click on Detailed View in the top LH corner and look at Flood Risk from Surface Water on the side bar. If you click on the Low Risk



option for Depth and Velocity you get the worst case scenario, as shown above.

It is believed that the map is based on information from the floods of 2013-14 where the flooding of the meadow south of The Wilderness was caused by a breach in the bank on the south side of the river at the bridge to the water meadows off Mill Lane.

As ever we remind you that surface water flooding on roads can easily be cleared by clearing run offs into ditches or drains. Wiltshire Council will not clear gullies except on high speed roads or on roads where properties are at risk of internal flooding.

RESPONSIBILITIES

Property

The responsibility for the immediate protection of property in the event of flooding lies with the owner of that property. It is not a local authority, including the Parish Council, responsibility.

Known flood points/risks and properties at risk are listed in Annex A (Restricted Distribution). Owners of properties affected by floods should consider what investment they need to make to protect their property. Details of useful websites that contain information on possible solutions and methods of protection are at Annex F.

The level of service offered by local authorities varies. They do **not** have a statutory duty to provide sandbags or give other assistance in times of flooding, particularly in the case of emergency, however they will endeavour to help. This should not be relied upon in periods of widespread flooding. See subsequent paragraphs for information on local flood stores.

Roadside ditches

The maintenance of these is normally the responsibility of the adjoining landowner (riparian owner), not Wiltshire Council as the Highway Authority. If flooding occurs as a result of blockages in these ditches the Highway Authority may use its legal powers to require the riparian owner to clear the ditch.

Land drainage

Wiltshire Council is the local land drainage authority for non-main rivers, but the maintenance of most watercourses is the responsibility of private landowners with riparian responsibilities or of the local water supplier. Wiltshire Council has no responsibility for the maintenance of watercourses and land drainage (except on council-owned land). It should be noted that in 2014 Wiltshire Council introduced drainage bylaws to enable them to enforce the clearance of ditches and watercourses. Initial action is taken in the form of a formal letter from the Parish Council to the landowner concerned.

Other

Public service water sewers, usually piped drainage systems, are maintained by Wessex Water.

Highway drains - culverts under public roads, piped roadside ditches or other drainage that have been built to drain the highway are the responsibility of the Highways Authority.

Private drains are the responsibility of the landowner/property owner.

ACTIONS IN THE EVENT OF A POTENTIAL FLOOD SITUATION

Warning Procedures

Warnings may be issued through the media and appropriate websites. If this affects the local area then the Emergency Planning Coordinator will alert the Community Response Group. It is highly likely that a dialogue will have begun before such warnings.

Under normal circumstances the Emergency Planning Coordinator and Flood Wardens will be in receipt of Flood Reports from The Environment Agency's local Incident Room in Blandford. This is emailed to the Bishopstone Flood Alert List as and when received. While this information is often general in detail, it nevertheless gives an adequate update on the situation in the local area designated by the Environment Agency as Cranborne Chase. In combination with the reports from the Floodline it provides an adequate understanding of the local threat.

The type of action to be advised is as the Flood Warnings Codes above.

Immediate Response Procedure

Anyone noting flood conditions beginning are requested to alert their Area Representative. The level of threat will determine the level of response. The following key actions should be considered by the CRG:

- Alerting all at risk property owners immediately
- The principal actions of at risk property owners are:
 - Move to a safe area if life is at risk
 - Prevent water entering the property if possible
 - Switch off electricity and gas supplies
 - Move valuable possessions above floor areas liable to be flooded
 - At risk property owners should have their own Personal Flood Plan.
- Making flood prevention equipment available to those unable to help themselves, **within the bounds that it is the householders' responsibility to protect their property**
- Assess water levels. The key aim is to prevent further damage to property by people driving through water at excessive speed. The Police/Wiltshire Council (Highways) can be approached to close roads. The quickest response is likely to come from the Police. In the meantime Flood Wardens can deploy advisory road signs from the Parish Emergency Stores.
- Alert plant and equipment owners that equipment assistance may be required
- Put public notices on the village website
- Prepare the Parish Emergency Stores

- Assess those most at risk with the Community Response Group in order to decide priorities. This should cover provision of assistance to the elderly, infirm or needy
- Advise those living in potential flood sites to move their cars to safe designated parking areas e.g. The Croft (6-8 cars), The Styles (4 cars), Village Hall car park (30+ cars).

Reaction Procedure

- Maintain constant watch on flooded areas and report to the Emergency Planning Coordinator
- Continue assistance where appropriate to the most vulnerable through Area Representatives
- Deploy emergency pumps and generator as necessary
- Keep people informed
- Alert appropriate authorities to changes in circumstance affecting actions already taken
- Depending on the scale of flooding, a flood coordination centre may be opened at the Village Hall
- The Village Hall can be used at no expense as a shelter providing warmth, catering, toilet, telephone and internet facilities.

FLOOD SUPPLIES - STORAGE AND DELIVERY

Supplies

The Parish Council holds a small supply of sandbags and sand, gel-bags and emergency signage.

Sandbags and sand, gel-bags and signs are stored at Throope Manor for use by the eastern end of the village and at Faulston House for use by the western end of the village. Flood Wardens and Area Representatives will decide the priority of issue of stores based on which properties are at highest risk and have greatest need - see Annex G (Restricted Distribution). Stores will not normally be issued in advance of a flood threat.

The exact quantities and composition of these emergency supplies is under constant review.

Road signage

Road signage is the responsibility of the Police or Highways Authority. Their details are in Annex E. They will be contacted to place the signs with the advice of the Area Representatives.

PREVENTATIVE ACTIONS

The following preventative actions should be considered:

- The Parish Council should inform riparian owners of remedial action needed to watercourses
- Landowners should clear ditches in the summer months and ensure trees are removed if blocking waterways
- The Parish Council is to encourage landowners and Wiltshire Council to clear roadside ditches and drains to an acceptable standard

- The Parish Council is to regularly monitor main drains functionality in all areas and call Wiltshire Council if they are not working properly.

PART 4 - EMERGENCY PROCEDURES - SNOW AND ICE

The purpose of this part of the plan is to ensure that there is a coordinated response during and after periods of intense snowfall or icy conditions, with the aim of keeping the main road (C12) through the village and the road to Wilton (Portway Road) open with access available from local village roads.

Local Description

The main effect of snow and ice will be to roads and pavements. The High Road (C12) as the main road in the area will be gritted in periods of ice and snow threat by Wiltshire Council, as the road is a bus route.

There are no steep hills in the immediate area of the village though the road to Wilton at the eastern end of the parish (Portway Road) is liable to cause problems for vehicles in periods of snow and ice and when associated with drifting.

The side roads in Bishopstone are unlikely to be gritted by the Council. Junctions of side roads with the main road are mostly on a slope and it is these that cause the main problem during icy weather.

Local Actions

The Snow Warden is Ali Thorne (contact details are at [Annex B](#)). Two one tonne bags of grit and salt are stored at Windwhistle Farm for use on local roads and footpaths. The Snow Warden also has the use of a grit/salt spinner, which can be attached to the rear of a 4x4 vehicle and used for road gritting purposes. A separate grit bin is located at Whitlock Rise, an at-risk location, for use by residents. This salt and grit is only available for use on public roads and footpaths and is not available for use on private paths and driveways, which are the responsibility of the homeowner or landowner concerned.

Priority for local action will be key access points onto the High Road and are the junction with Flamstone Street, the junction with Butt Lane, the junction with Harvest Lane, the junction with Pitts Lane and the junction with Church Lane. The Snow Warden will also treat the cross roads at Stratford Tony. All should have salt and grit applied as soon as possible as conditions deteriorate, however residents should not assume that any road has been gritted.

Area Representatives will be the first point of contact for village residents. The Snow Warden will coordinate the response to requests for assistance from Area Representatives with regard to any other areas in need of treatment. The replenishment of the grit bin is a Wiltshire Council responsibility.

Contact details for emergencies are at [Annex E](#).

PART 5 - EMERGENCY PROCEDURES - BLOCKED ROADS

Roads in the local area can be blocked as a result of an accident, flooding or by fallen trees. Should this happen the immediate action should be to ring **101** and report the detail of the incident causing the problem.

Road closed signs can only be erected by the Police or Wiltshire Council's Highways Authority though if a serious hazard is blocking the road local resources may be used until either the Police or Highways Authority arrive at the scene.

It is possible to use Mill Lane as a diversion if the area on the High Road between Church Lane and Harvest Lane turnoffs is blocked.

It is possible to use Netton Street as a diversion if the High Road between Harvest Lane and Butt Lane turnoffs is blocked.

It is possible to use Butt Lane, The Alley and Flamstone Street if the High Road between Butt Lane and Flamstone Street turnoffs is blocked.

None of these diversions are suitable for large vehicles as these alternative routes are narrow lanes with few passing places. As a result large vehicles should be dissuaded from trying to gain access.

The Community Response Group will consider any necessary community action needed to help any part of the village cut off for extended periods.

Contact details for emergencies are at Annex E.

PART 6 - EMERGENCY PROCEDURES - POWER FAILURE

The electricity network in the area is primarily above ground on overhead power lines. The main line into the village comes in from the east over Throope Hill. Small substations are located throughout the village.

Power outages can occur any time because much of the local power distribution is through overhead power lines, which are susceptible to damage. Scottish and Southern Energy (SSE) are usually quick to repair any isolated fault. In the event of a major failure SSE will often provide area generation as a back up system but this should not be relied upon.

Sensible contingency arrangements for households might be the use of generators for essential electrical equipment, camping gas or BBQs for cooking and log fires for warmth.

Digital telephones will not work in areas affected by a power failure, though older analogue phones should continue to function.

Because areas of the village may be affected in different ways, on the spot co-ordination of help will be needed. The Village Hall may be a suitable central location should its power supply be secure.

The CRG will consider deployment of an emergency generator as necessary.

Contact details for emergencies are at [Annex E](#).

Vulnerable people should consider joining the SSE Customer Care Extra Scheme (01202 590059).

PART 7 - EMERGENCY PROCEDURES - WATER

The water and drainage network in the area is complex. Water is supplied by Wessex Water. Contacts in the event of an emergency are at [Annex E](#).

PART 8 - EMERGENCY PROCEDURES - COMMUNICATION FAILURE

The land-line telephone network in the area is served by two exchanges. Villagers with 780 or 781 digits at the start of their phone number are served by the BT exchange in Broad Chalke, which in turn is served by the main exchange in Wilton. Villagers with 718 at the start of their number are served by the BT exchange in Coombe Bissett, which in turn is served by the main exchange in Salisbury. This means that the village telephone system is divided west and east in the area of Whitlock Rise and Meadow View. It is therefore unlikely that all telephone communication is likely to fail at one time.

High speed broadband is available in the village served by both exchanges.

Mobile phone coverage in the village is good. As at July 2018, the new local mast gives good coverage across the major networks. As a result contact details have been amended to include mobile numbers where appropriate.

Contact details for emergencies are at [Annex E](#).

PART 9 - EMERGENCY PROCEDURES - SEWAGE

The sewage and drainage network in the area is a mixture of local mains sewerage to a treatment works, collective sewage to large sewage tanks, some of which have treatment and individual sewage tanks linked to properties.

A small treatment works operated by Wessex Water is at the junction of Netton Street and Harvest Lane. This serves The Croft, some properties in Netton Street, The Styles and properties in Harvest Lane.

Sewage treatment operated by Wiltshire Council is located at the far end of the village hall car park and serves properties in Butt Lane and the Village Hall.

A sewage tank operated by Wessex Water is located south of the High Road between Meadow View and Whitlock Rise and serves those properties.

All other properties in the village have septic tanks.

Wessex Water contact details for emergencies are at Annex E. Emergencies related to private septic tanks are the responsibility of the landowner. Contact details for hirers of portable toilet facilities are in Annex E.

PART 10 - EMERGENCY PROCEDURES - FUEL DISRUPTION

News about fuel disruption, such as a tanker driver strike or supplies not reaching the UK could be the trigger for the procedures highlighted below. Fuel disruption can cause severe hardship in rural areas where there is great reliability on vehicles for general resupply, especially food and medication.

Use will be made of the village website and/or STaB, to advise the community. Sensible procedures should be instigated to conserve fuel, these would be:

- reducing trips by car or sharing with others
- encouraging the use of public transport
- using online shopping, if available.

In addition, it should be possible to use the village hall as a central-heated community building.

Consideration should be given to promoting Wiltshire's car sharing scheme, see www.wiltshire.liftshare.com

Depending on the seriousness of the situation there may be a need to:

- Identify any priority workers in the community who may have preferential access to fuel. They may be able to offer lifts or do shopping for their neighbours
- Check on the needs of vulnerable people in the community. The Parish Council has the list of those considered vulnerable and they will report anything to Wiltshire Council that cannot be managed locally.

It is expected that details of the nearest filling stations, and opening hours will be provided. The community should **not** stockpile fuel (it can be very dangerous!).

PART 11 - PANDEMIC

Pandemic Flu is stated as being the UK's highest risk occurrence. In a severe outbreak, it is thought that up to 750,000 people might die of flu in the UK.

In the event of a Pandemic being declared actions should be:

- The formation of an emergency committee - this will include available health care professionals (Annex C) if possible. This committee should be as large as possible, since during a full pandemic up to half the emergency committee could catch the flu.
- Confirm contact details for:
 - Volunteers who can collect and drop-off prescriptions, collect food, etc.
 - Local Link Volunteers (provide transport for people without transport)
 - Organisations for identifying vulnerable people
 - Local GP surgeries
 - Local pharmacy
 - Nearest 24 hour pharmacy
- Preparatory Work
 - In autumn, distribute information about 'flu jabs' on the village website and in STaB.

During a Pandemic:

- Volunteers should put up NHS posters at key points throughout the village, such as the church, village hall and pub
- Disseminate advice from the NHS on the village website
- The EPC should advise the cancellation of public gatherings and meetings
- The Parish Council should liaise with Wiltshire Council over the provision of venues for clinics (probably the Village Hall), which may need to be set up within hours of notification of a pandemic
- The Parish Council should activate volunteers to help the vulnerable by:
 - Dropping off food
 - Dropping off prescriptions / anti-viral flu drugs
 - Looking after pets.

Communication with infected people should be maintained through email / phone. Contact details for emergencies are at Annex E.

PART 12 - EMERGENCY PROCEDURES - ANIMAL DISEASES

Animal diseases have the potential to have a serious economic impact on farmers. There may be restrictions put on movement around any infected premises by defining zones:

- For diseases that affect only the animal, such as Foot and Mouth, Blue Tongue and Classical Swine Fever, etc: access to and from any infected flocks or herds will be restricted to isolate the disease.
- For zoonotic diseases that are diseases that can pass from animals to humans such as Avian Influenza, E.Coli and Salmonella: access to the area and to animals will be restricted for infection control.

The Parish Council and EPG will obtain up to date information from:

- Department for Environment, Food and Rural Affairs (DEFRA).

www.gov.uk/government/organisations/department-for-environment-food-rural-affairs

○ Animal and Plant Health Agency

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency>

○ Wiltshire Council Animal Health Team, 0300 456 0100

In addition they will:

- Provide information to the local community about closed footpaths and bridleways and information about alternative public byways, which are suitable for exercising dogs, horses or other animals
- Check that positioning of public warning and information signage stays in place, and report to Wiltshire Council if tampered with or removed (0300 456 0100).
- Keep in touch with any affected farmers' family, and check their welfare.

The risks of disease being spread by those seeking recreational access to the countryside are very small, and can be reduced further by avoiding any direct contact with animals.

In the event of a disease outbreak, there will be a presumption in favour of access to the countryside, subject to veterinary risk assessment. However, restriction in the movement of animals, people and vehicles on and around infected sites/premises may be put in place. Associated with this there may be disinfectants that need to be applied when entering / leaving affected premises.

Contact details for emergencies are at [Annex E](#).

PART 13 - OTHER FORMS OF MAJOR EMERGENCY

In the unlikely event such as a plane crash, serious road traffic collision, explosion, chemical spill, etc, the EPG should keep in contact with the emergency services. If the emergency services need assistance, they will contact the appropriate people using the contact details in this plan.

It is key that the Parish Council and the EPG share any message with the community, encouraging them to:

- **GO IN** - Go indoors, close doors and windows and shut down ventilation systems if it is safe to do so. Unless there is an obvious risk to the property this will give residents good short-term protection against the vast majority of hazards.
- **STAY IN** - Stay indoors until more is known about the situation and the appropriate action that needs to be taken to protect residents further. The action that should be taken will be different depending on the nature of an incident so care should be taken not to put ones self at more risk by not waiting for further instructions.
- **TUNE IN** - Tune in to local radio and television to find out more about what is happening. If there is a major emergency radio and TV companies will

interrupt programming to give the public safety advice and information about the incident.

BBC Wiltshire can be heard via:

Salisbury area: 103.5FM

AM frequency: 1332

Consideration will be given to putting the Village Hall on standby as the local place of safety.

PART 14 - OTHER DETAIL

INFORMATION CENTRE

Depending on the seriousness of an incident and the level of response required it is sensible to have a focal point for disseminating instructions, advice and assistance. This would be established in the Village Hall - which has phone and internet links, toilet and cooking facilities as well as warmth and shelter.

LIST OF PLAN HOLDERS

There is only one version of this Emergency Plan. Parts of the plan have restricted distribution as it contains contact details of potential volunteers and equipment.

The following hold formal copies of the Emergency Plan:

Person	Role	Paper or Electronic
J Gibbon/ A Thorne	Chairman & Vice Chairman, Parish Council	Electronic
M Ash	Parish Clerk	Paper and Electronic
R Stockton	Emergency Planning Coord	Paper and Electronic
C Sexton Nigel Peasley	Flood Warden Flood Warden	Electronic Electronic
Area Representatives:		
Croucheston	Jerry Smith	Electronic
Flamstone	Ian Jones	Electronic
Netton West	Norman Barter	Electronic
Netton East	Les Smith	Electronic
Faulston	S Blank / N Donnelly	Electronic
North of High Road	Jan Goodfellow	Electronic
Throope	Suzanne Foster	Electronic

Table 1 - Distribution of Emergency Plan

PLAN REVIEW AND MAINTENANCE

In order to keep this plan up to date, contact lists will be revised as personnel changes occur. In addition the plan will be reviewed annually in October by the Emergency Planning Coordinator to ensure it adequately reflects the needs of the community.

Any changes will be issued as official amendments on the amendments page at the start of this document. It is the responsibility of the plan holders to ensure they retain the most up to date version of the plan.

R J STOCKTON
EMERGENCY PLANNING COORDINATOR
BISHOPSTONE

31 January 2019

ANNEXURES:

- A. Local Map of Bishopstone village (issued separately to the EPG) - **Restricted Distribution (Not Included)**
- B. List of Community Response Group and Area Representatives
- C. Skills Register - **Restricted Distribution (Not Included)**
- D. Equipment availability - **Restricted Distribution (Not Included)**
- E. Emergency contact details
- F. Flooding - Useful websites and information
- G. Properties deemed to be At Risk during Flooding - **Restricted Distribution (Not Included)**

ANNEX B TO
BISHOPSTONE COMMUNITY EMERGENCY PLAN

COMMUNITY RESPONSE GROUP - AREA REPRESENTATIVES AND CONTACT DETAILS

Area	Name	Contact
Emergency Planning Coordinator	Roger Stockton	Appletree House 10, The Croft Phone: 01722 780346 Mobile 07884 261566 email: rogerstockton@icloud.com
Flood Warden (East)	Chris Sexton	Lower Mill Mill Lane Phone: 01722 718701 Mobile: 07515 119413 email: chris.sexton@btinternet.com
Flood Warden (West)	Nigel Peasley	Drove Farm Phone: 01722 780713 Mobile: 07761 463737 email: nigel.peasley@gmail.com
Croucheston - The area south of the river from the Corn Mill to Croucheston Farm	Jerry Smith	The Three Horseshoes The Alley Phone: 01722 780625 Mobile: 07710 221037 email: jerry.smith@ramehead.co.uk
Flamstone - Flamstone Street from Flamstone Park to junction with Bridge Road and The Alley	Ian Jones	Stable Cottage Flamstone Street Phone: 01722 781169 Mobile: 07896 614958 email: I.L.J@btinternet.com

<p>Netton West - The Alley, Netton Island, Netton St, Stanley Close, Butt Lane</p>	<p>Norman Barter</p>	<p>Vella House Butt Lane Phone: 01722 780471 Mobile:07778 769223. email: normanchalkefish@mac.com</p>
<p>Netton East - The Croft, Harvest Lane, The Styles, Pitts Lane from Netton Cottage to Pitts Cottage.</p>	<p>Les Smith</p>	<p>3 The Croft Phone: 01722 780761 Mobile:07713 865066 email: lesvsmith@gmail.com</p>
<p>Faulston - Faulston House and Faulston Cottages inc E Faulston Cottages</p>	<p>Sarah Blank or Neil Donnelly</p>	<p>Faulston House Phone: 01722 780664 Mobile: 07900 340621 email: sarah_w_blank@mac.com 1 West Faulston Farm Cottages Phone: 01722 780668 Mobile:07742 315953 email: neildonnelly497@btinternet.com</p>
<p>North of High Road Whitlock Rise and Meadow View and top end of Pitts Lane plus houses to West</p>	<p>Jan Goodfellow</p>	<p>1, Whitlock Rise. Phone: 01722 718045 Mobile: 07919376814 email: jangoodfell@yahoo.co.uk</p>
<p>Throope - Throope Manor, Mill Lane, Church Lane, Manor Farm, Raglands</p>	<p>Suzanne Foster</p>	<p>North Barn Manor Farm Phone: 01722 718747 Mobile:07881 343973 Email: northbarn@icloud.com</p>

Parish Council Chairman	John Gibbon	Manor Farm Phone: 01722 718551 Mobile:07768 503156 email: john.gibbon2@btinternet.com
Parish Council Vice Chairman	Ali Thorne	Mobile: 07768 514133 email: ali.thorne@btinternet.com
Parish Council Parish Clerk	Mike Ash	Lower Thatch Flamstone Street Phone: 01722 781044 Mobile:07905 606156 email: bishopstoneclerk@btinternet.com

Flood Wardens:

Two Flood Wardens are nominated:

- Chris Sexton will look after the area of Netton East, Faulston, The High Road and Throope.
- Nigel Peasley will look after the area of Crouchston, Flamstone and Netton West. The bridges at Faulston, inclusive to Chris Sexton, divide this responsibility.

Area Representatives:

In the absence of an Area Representative, please contact the Emergency Planning Coordinator, the Chairman or Clerk of the Parish Council who will make alternative arrangements.

Sewage Floodline 0345 8505959 (24 hours) See guide in Annex F

Customer Services 0345 6004600

Electrical -

Scottish and Southern 08000 727282

Highways - Wiltshire Council 0800 232323

Clarence 01225 777234 and clarence@wiltshire.gov.uk

BT 0800 800150

Other Agencies offering assistance

Samaritans 0345 7909090

Salvation Army 01489 566800

St John's Ambulance 01305 751169

National Flood Forum 01299 403055

The Citizen's Advice Bureau 01264 365534

Road problems 0800 232323

RADIO/TV

Local Radio

SPIRE FM 102 FM

Wessex FM 96.0 and 97.2FM

BBC Wiltshire 103.5, 103.6, 104.3 and 104.9 FM

Local TV

BBC South TV

Meridian TV

Useful email addresses

Wessex Water customer.services@wessexwater.co.uk

Wiltshire Council Contacts

Mike Hewitt

Danny Everett

Renate Moulton

Flood Group Salisbury, Wiltshire Council

Drains, Wiltshire Council

Projects Officer, Wiltshire Council

Equipment Hire

See local directories.

ANNEX F TO
BISHOPSTONE COMMUNITY EMERGENCY PLAN

FLOODING - USEFUL WEBSITES AND INFORMATION (AS AT 1 FEB 2019)

Useful websites

These are a few useful websites that you may advise people to look at. They are all helpful and contain good advice for anyone under threat of flooding or suffering from storm damage.

www.bishopstone-salisbury.co.uk

Your village website. This will carry updates in the event of potential emergency situations arising.

www.metoffice.gov.uk

The Met Office website gives an accurate forecast for the village based on Salisbury Racecourse as the closest prediction site.

www.bbc.co.uk/weather

The BBC's forecast based on information from Boscombe Down, therefore possibly less accurate.

www.wiltshire.gov.uk/civilemergencies/emergencynotices

Wiltshire council's website with detail of emergency notices and road closures.

www.environment-agency.gov.uk

The Environment Agencies own website.

www.hpa.org.uk/webc/HPAwebFile/HPAweb_C/1317140405287

The Health Protection Agencies website. This link takes you to a very useful link to Flood Health Guidance and Advice and backs up the Individual Flood Plan issued by the Environment Agency.

www.floodforum.org.uk

The National Flood Forums website gives helpful advice.

www.bluepages.org.uk

This excellent website is run by the National Flood Forum. It offers detailed advice on flood prevention aids and is an excellent first port of call for constructive advice. The products recommended are all 'kite-marked'.

www.theconstructioncentre.co.uk

Good advice and help sheets available, which recommend actions 'at risk' property owners should take if there is a flood risk.

www.bdma.org.uk

Another good website belonging to the British Damage Management Association with help-sheets with sound advice for flood risk property owners.

www.ciria.org/flooding

And another good website with sound advice run by the Construction Industry Research and Information Association.

<http://www.wessexwater.co.uk/Advanced-Search/>

This website has recently been revised. Type in Sewage Leak for detail if you are threatened and it offers a guide as to what to do if you are flooded with sewage.

ANNEX H TO
BISHOPSTONE COMMUNITY EMERGENCY PLAN

ADDITIONAL EMERGENCY EQUIPMENT AVAILABLE

In the summer of 2016 the Parish Council applied for and received grant funding from Scottish and Southern Electric (SSE).

This has been used to purchase:

- 2 x Water pumps (164 gallons/min capacity) with all fittings
- 1 x 5.5KW Generator with 230v and 115v distribution cables
- 6 x Walkie-Talkie radios
- 1 x Dirty Water Submersible Pump
- Fuel cans and funnels for the above.
- 2 x Work Floodlights on stands
- 1 x Sandhopper sandbag filler
- 1 x Shovel
- Sand - approximately 5 tonnes at various sites
- Gel sac flood bags
- Polypropylene sandbags
- Plastic sheeting
- Flood warning signs for side roads

These stores are now available for use by the Parish Clerk, Flood Wardens and Area Representatives during any of the potential emergencies that may occur and there follows the guidelines concerning their storage, upkeep and usage.

WATER PUMPS, GENERATOR AND EMERGENCY LIGHTS

The stores are kept in a secure store.

The stores are the property of Bishopstone Parish Council and are covered by the Parish Council's insurance.

The stores are only to be used by nominated and trained users who are:

- Roger Stockton
- Mike Ash
- Chris Sexton
- Nigel Peasley
- Graham Dimmer
- Les Smith
- Norman Barter

Detailed instructions for the equipment are kept in the store. The equipment will be regularly run and tried by all nominated and trained users in November each year.

The equipment is specifically for emergency use and is not to be used for other purposes unless directed by the Parish Council.

The equipment will be serviced on a regular basis by the Parish Council.

RADIOS

The radios are kept in a secure store.

The stores are the property of Bishopstone Parish Council and are covered by the Parish Council's insurance.

The stores are only to be used by nominated and trained users who are the Flood Wardens and Area Representatives.

The Village Hall will probably be used as a control centre for any emergency covered by the plan and radio equipment will be drawn from there on an as required basis.

SANDBAG FILLER

The Sandbag Filler is kept in a secure store.

The Filler is the property of Bishopstone Parish Council and is covered by the Parish Council's insurance.

SANDBAGS, SAND AND GEL BAGS

As detailed in the Emergency Plan sandbags, sand and gelbags as well as waterproof sheeting are kept in varying quantities at Faulston House and Throope Manor.