

# **PITSTONE PARISH COUNCIL**

## **Community Self Help Policy / Emergency Plan**

### **1. INTRODUCTION**

This plan has been developed by the parish council and is designed to provide a framework to ensure an effective and robust approach to managing a major incident that may threaten the safety and welfare of the community, livestock and/or premises, in a way that complements the response of the emergency services.

### **2. DEFINITION OF A MAJOR INCIDENT**

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, or where these organisations may require local assistance.

Types of potential emergencies/incidents that may impact our community are severe weather, total or partial loss of main services (eg gas or electricity), rail/air/road accident, fire or gas leak/explosion.

### **3. AIM OF THE PLAN**

The aim of this plan is to provide a self-help response during any emergency affecting the community, when the normal emergency response provided by the emergency services and local authorities has been delayed or overwhelmed due to the scope and nature of the emergency (for example, during heavy snow they may not be able to reach the village immediately).

### **4. OBJECTIVES OF THE PLAN**

- To identify the risks to the community and take action to mitigate them
- Identify vulnerable people in the community and develop plans to assist/protect them
- Identify resources in the community available to assist during an emergency
- Provide key contact details for the Emergency Management Team, Key Community Resources, the Emergency Services and Local Authorities

### **5. THE EMERGENCY MANAGEMENT TEAM**

In the absence of the emergency services, the Emergency Management Team will lead the community response and act as a central point for information and communication for the community, emergency services and local authorities.

### **6. NOTIFICATION OF AN INCIDENT**

If you become aware of a serious incident happening or threatening to develop, as well as informing the emergency services via 999, please contact one of the Emergency Management Team members above as soon as possible. Give them the following information:

- Your name
- Your contact number
- Full details of the incident

- Exact location
- Emergency Services requested
- Estimated casualties
- Hazards and road blockages

## 7. ACTIVATING THE PLAN

Depending on the circumstances, and the advice received from the Emergency Services, the Emergency Management Team may activate the community self-help plan and/or may call a community meeting. If so, a member of the Emergency Management Team will contact Buckinghamshire Council and inform them that the plan is being activated. The response required will depend on the emergency.

## 8. COMMUNICATION PLAN

TYPE	WHERE AVAILABLE
Written	<p>Updates will be posted on the following notice boards where possible:</p> <ul style="list-style-type: none"> <li>• Windsor Road, by play area</li> <li>• Westfield Road</li> <li>• Vicarage Road</li> <li>• Memorial Hall</li> <li>• Cheddington Road</li> <li>• Masons store</li> <li>• Marsworth Road, by Delicious Meals</li> <li>• Glebe Close</li> <li>• Outside the Pavilion</li> <li>• Brookmead school</li> </ul> <p>If necessary, leaflets will be delivered door-to-door by volunteers</p>
Internet/Social Media	<p>Updates will be posted on the village web site at <a href="http://www.pitstone.co.uk">www.pitstone.co.uk</a> , via the Pitstone Parish Council Facebook page and on Twitter @pitstone_pc</p>
Verbal	<p>Community briefings/meetings if appropriate</p>
BBC Three Counties Radio	<p>Monitor as they give out severe weather warnings, highway closures and latest local news updates</p> <p><a href="http://news.bbc.co.uk/local/threecounties/hi/tv_and_radio/">http://news.bbc.co.uk/local/threecounties/hi/tv_and_radio/</a></p> <p>90.4, 92.1, 94.7, 95.5,98, 103.8 and 104.5 FM and 630 &amp; 1161 AM. Tel: 01582 636900</p>

## 9. REVIEW

This policy was adopted by Pitstone Parish Council on ...24/4/25..... Minute Ref: .....20/25.....

and will be reviewed at least annually.

*R Saintey*

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Chairman