



Community Emergency Plan

Parish/Ward/Town: PANNAL AND BURN BRIDGE
Last Review Date: March 2024
Lead Contact: TBC

Section 1 - Activation

Lead and Deputy for Community Emergency Team	
Name	Address and contact number(s)
LEAD:	
DEPUTY:	

Contact pyramid.

This sets out a quick and efficient method by which to coordinate communications and easily spread information amongst your community, especially your Community Emergency Team.

The person at the top of the pyramid, usually the Lead/Deputy, contacts the next two people directly down the pyramid, and so on, until every person in the pyramid has been contacted. . Where a person is absent, the person above should move down a level.

Pannal & Burn Bridge Emergency Committee Members

Emergency Committee Contacts				
Pyramid Priority Contact	Name	Role	Mobile Number	Landline Number
1	Jane Marlow	Parish Clerk		
2	Cathy Burrell	Chair		
3	Neil Permain	Deputy		
4	Elatia Sharkey	Parish Councillor	07818 440599	
5	Andrew Farrar	Parish Councillor		
5	Helen Hayes	Parish Councillor		
5	Cliff Trotter	Parish Councillor		
5	Steve Cobb	Parish Councillor		
5	John Mann	Councillor		



Initial meeting location Pannal Village Hall
Address and contact numbers
Backup meeting location: TBC Suggest St Roberts Church
Address and contact numbers

Section 2 – Welfare

Rest/Welfare Centre – Option 1 The following building has been earmarked as an appropriate Rest/Welfare Centre in an emergency:
Premises: Pannal Village Hall
Address
Contact details:
Key holders:
Primary
Alternative
Other Information: Information about the building – e.g. parking, facilities, if it has a generator etc.
ESTIMATED CAPACITY: 120 persons in Main Hall TYPE OF HEATING: Electric and Oil COOKING: Domestic cooker and oven TOILET: Yes SHOWERS: No WASHING: Dishwasher and sinks PARKING: YES, Approx 30 cars

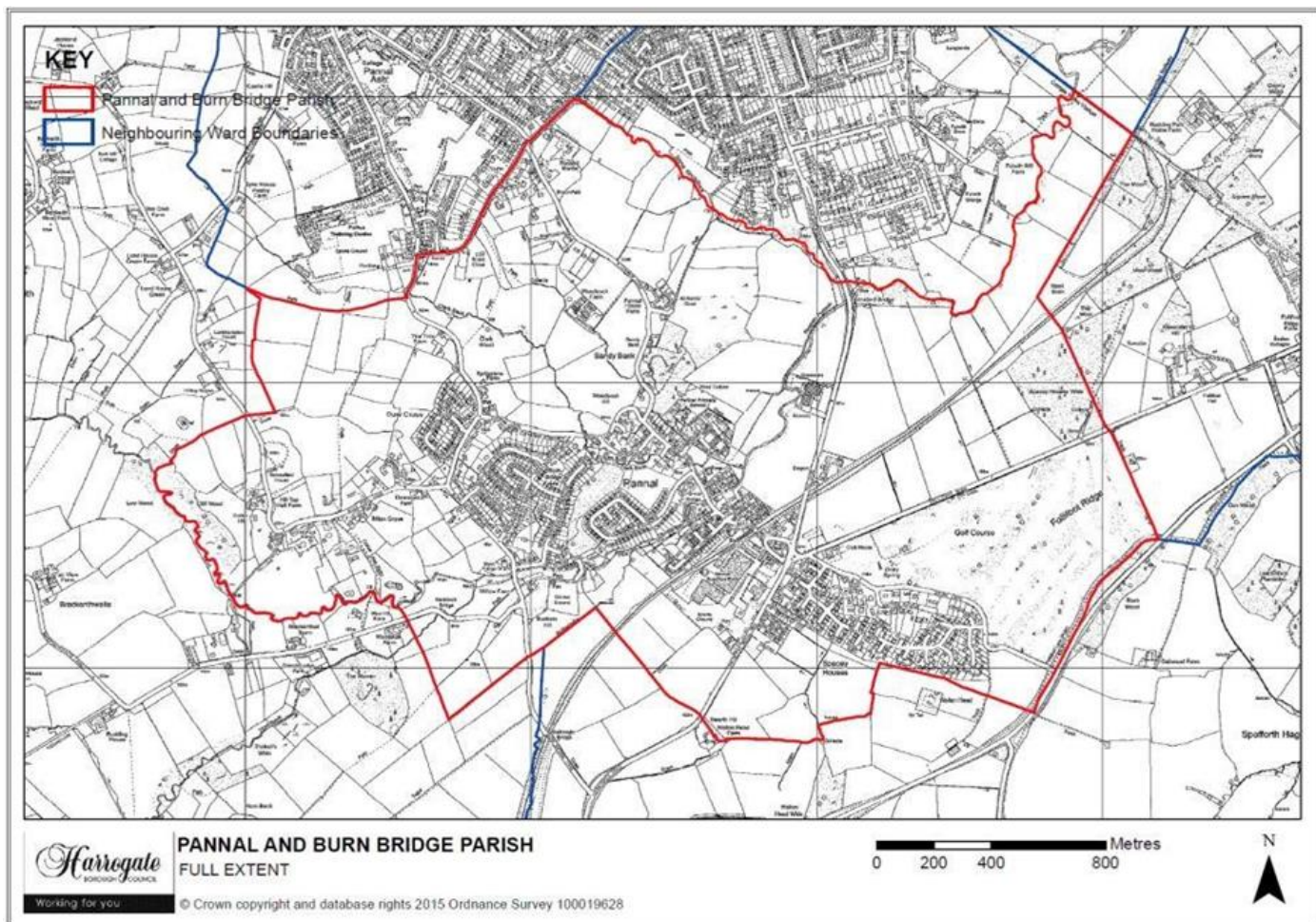


Rest/Welfare Centre – Option 2 The following building has been earmarked as an appropriate Rest/Welfare Centre in an emergency:
Premises: St Roberts Church
Address
Contact details:
Key holders:
Primary
Alternative
Other Information: Information about the building – e.g. parking, facilities, if it has a generator etc.
ESTIMATED CAPACITY: 150 persons TYPE OF HEATING: Electric and Oil COOKING: TBC TOILET: Yes - TBC SHOWERS: No WASHING: TBC PARKING: Yes, Approx XX Cars



Emergency kit location
Address and Contact Information
Sandbag store location
Address and contact information

Community Map





Section 3 – Vulnerabilities & assets

Vulnerable establishments/people

This section lists establishments that may be particularly vulnerable to emergencies such as care homes, schools, caravan parks etc. As well as those residents who may require additional assistance

Establishment	Address	Contact No(s).
Pannal Primary School (434 pupils)	Pannal Green, Pannal, Harrogate, HG3 1LH	Head Teacher Jane Turner 01423 872407
Busy Bees Pre-school (30 pupils)	Pannal Green, Pannal, Harrogate, HG3 1LH -	01423 870351
The School House Nursery (15 pupils)	Pannal Green, Pannal, Harrogate, HG3 1LH -	01423873619
Burn Bridge Pre-school (30 pupils)	Pannal Methodist Church, Spring Lane, Pannal, Harrogate. HG3 1NP	01423 879614
Pannal Puddle Ducks Playgroup (operates 10am to-11.30am Mondays Only)	Pannal Village Hall Station Rd, Pannal, Harrogate HG3 1JJ	
Vida Grange, (124 Residents)	Thirkill Dr, Pannal, Harrogate HG3 1FE	01423 788770
Crystal Court Care Home, (60 Residents) -	Pannal Grn, Pannal, Harrogate HG3 1LH	01423 810627



Community Volunteers

Listed below are individuals who are willing to volunteer their time, specialist knowledge or practical skills during an emergency. E.g. First aid, transport, door knocking etc.

It is extremely important that volunteers understand that during an incident they should:-

- not endanger themselves or others
- assess the risk prior to any activity they undertake
- ensure their contact details are kept up-to-date
- be prepared to act quickly

Name	Contact details	Volunteer Role / Specialist Skill
Doctor		
Farm equipment and handling Live Stock		
CPR Trained. Fit and DIY handy. Happy to be a first responder for flooding and is aware where sand bags are kept. Has a small petrol generator and transport.		
Chartered Electrical Engineer General Engineering and Scientific skills and tools		
Retired Orthopaedic Surgeon. Still insured. Prepared to help until others arrive. Also prepared to look after dogs		
Sign language skills		
Healthcare, First Aid and Transport		
General Assistance with Transport		



Section 4 – Communication

Methods for warning and informing your community and sources of information	
Local warning and informing method	Responsible person / contact
Twitter	
Facebook	https://www.facebook.com/PannalandBurnBridgeParishCouncil
Website	http://www.pannalandburnbridge-pc.gov.uk/
Noticeboards	Pannal Village Hall & St Roberts Church
Other:	Post Office: 7 Station Rd, Pannal, Harrogate HG3 1JJ
Local Radio Stations	Frequency
BBC Radio York	103.7, 95.5 and 104.3 FM
Your Harrogate	DAB
BBC Radio Leeds	92.4, 95.3, 103.9 FM
Look North	look.north@bbc.co.uk 0113 224 7041
Community Amateur Radio	Name: Raynet: Radio Amateurs Emergency Network Zone 2 – Yorkshire & Humberside Controller Nidderdale RAYNET Group. Mike Higlett, G6WTM 01423 561069 Brian Dooks GORHI 01423 322988 Other 24 hour emergency contact: 0303 040 1080 www.raynet-uk.net
CB Radio	Tim Leather 01423 330245 /330283

Section 5 – Flooding




Flood Alerts and Warnings

Flood Warnings are issued by the Environment Agency

Website: <https://www.gov.uk/check-if-youre-at-risk-of-flooding>

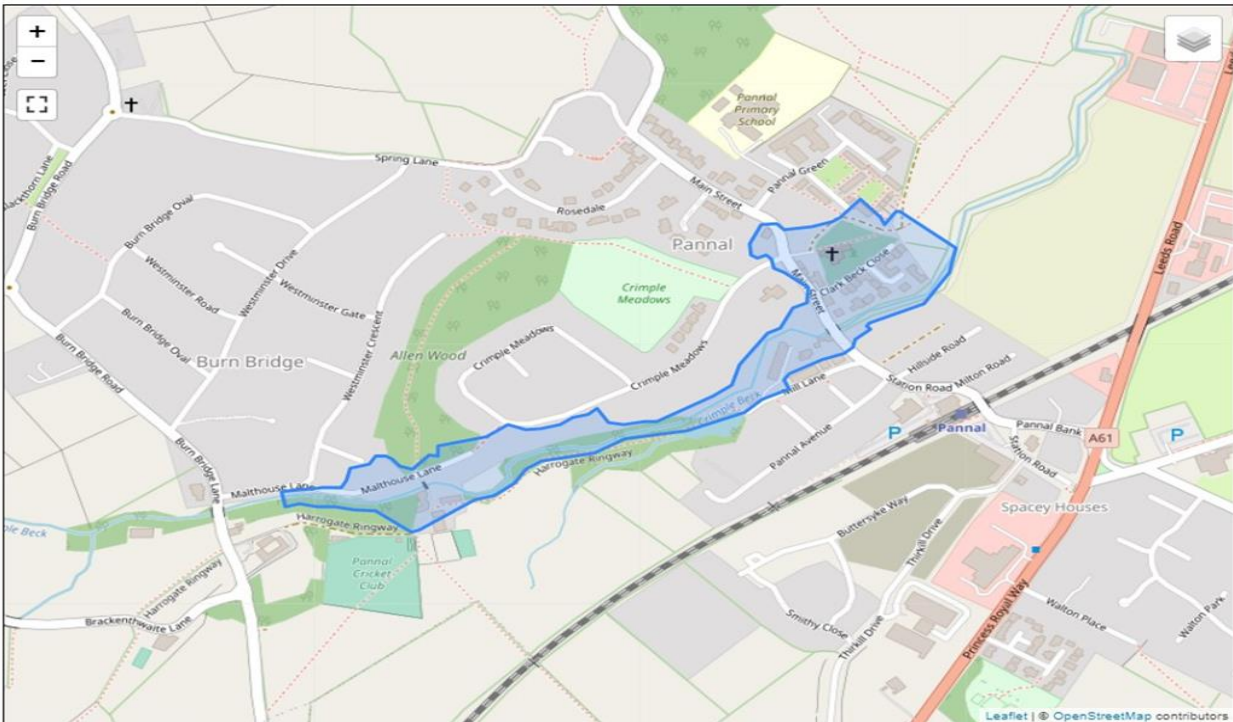
5 Day Flood Forecast: <https://flood-warning-information.service.gov.uk/5-day-flood-risk>

Floodline Number: 0345 988 1188 (24 Hour Service)

SYMBOL	MEANING
 <p>FLOOD ALERT</p>	<p>FLOOD ALERT</p> <p>Flooding is possible – Be Prepared</p>
 <p>FLOOD WARNING</p>	<p>FLOOD WARNING</p> <p>Flooding expected – Immediate Action Required</p>
 <p>SEVERE FLOOD WARNING</p>	<p>SEVERE FLOOD WARNING</p> <p>Severe flooding – Danger to life</p>

Flood map – location map

The area bounded in blue on the map shows the area covered by flood alerts and warnings for River Crimple at Pannal and Burn Bridge.



Note: the area shown on the map is the area covered by flood alerts and warnings. It is not a live map of current flooding. The area covered broadly equates to the area where the risk of flooding in any year is greater than 1% (the "hundred year" flood risk).

Areas Subject to flooding (all types) (see location map)

Location [Street/Road/Estate]	Post Code or Grid Reference	Extent/ Other information	Properties Affected	
			Which Properties	Total
Crimple Meadow	HG3 1EL			
Station Road				

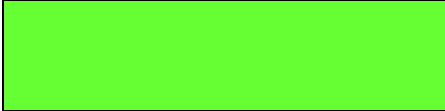





Met Office Warnings

Weather Warnings are issued by the Met Office

Website: <https://www.metoffice.gov.uk/>

5 Day Weather Forecast: <https://www.metoffice.gov.uk/public/weather/warnings>

SYMBOL	MEANING
	NO SEVERE WARNING
	BE AWARE
	BE PREPARED
	TAKE ACTION



Section 6 – Contact Details

Organisation	Role / responsibility	Contact Details	Online information
Local Authorities			
District/Borough council	Support the emergency services and those engaged in the response to an incident. Help in the recovery following an incident	Switchboard: 01423 500 600 Out of hours: ###	
North Yorkshire County Council / City of York	Support the emergency services and those engaged in the response to an incident. Establish Rest Centres for those evacuated. Help in the recovery following an incident.	<u>North Yorkshire County Council:</u> Switchboard: 08458 72 73 74 Resilience and Emergencies Team: 01609 532246 <u>City of York:</u> Switchboard: 01904 551550 Emergency Planning: 01904 551003/1039	@NYorksPrepared @Yorkprepared www.emergencynorthyorks.gov.uk
Government Departments			
Environment Agency	Flooding issues Deals with emergency repairs and blockages on main rivers and own structures; Responds to pollution incidents and advises on waste disposal issues.	Report an incident on 0800 80 70 60 (Freephone, 24 hours) 0345 988 1188 (Floodline) General enquiries Mon to Fri 8am – 6pm 03708 506 506	@EnvAgencyYNE Flood warnings https://flood-warning-information.service.gov.uk/river-and-sealevels River levels https://flood-warning-information.service.gov.uk/warnings
Met Office	Produce weather and warn people of extreme weather to mitigate its impacts		www.metoffice.gov.uk/public/weather/forecast http://www.metoffice.gov.uk/public/weather/warnings @MetOfficeYorks

Utilities			
Northern Gas Network	Maintain and ensure safe control of gas supplies.	Switchboard: 0800 0407766 Emergency: 0800 111999	@NGNgas
Northern Power Grid Yorkshire	Maintain and ensure safe electricity supply. Disconnect cables that constitute a danger to life and property.	Power cut: 105 General enquires: 0800 375675 NEDL: 0800 668 877 Emergency: 08457 331 331	@NorthPowergrid @PowergridNews
Yorkshire Water	Maintenance of water supplies and sewage disposal arrangements. Repair water mains, and availability of emergency water supply.	Switchboard: 0345 1242424 Leakages: 0800 573 553	@YorkshireWater
BT	Maintenance and operation of National Telecommunications systems. Provision of increased facilities to meet emergency requirements.	Faults and Emergencies: 0800 800 151	@BT_UK
Emergency Services			
North Yorkshire Police		999 Non Emergency 101	@NYorksPolice
Yorkshire Ambulance Service		999 Non Emergency 111	@YorksAmbulance
North Yorkshire Fire & Rescue Service		999 Non Emergency 112	@NorthYorksFire
Cave Fell and Mountain Rescue (Upper Wharfedale and Swaledale MRT Cave rescue Organisation)		999	
Maritime and Coast Guard Agency		999	

Northern Rail Manage railway stations and provide passenger services		08450 000125	
Network Rail The company maintains 21,000 miles of track and 40,000 bridges and tunnels in the England, Scotland, and Wales. Network Rail owns the nation's 2,500 railway stations however the majority are managed by train operating companies, which provide passenger rail service.		Network Rail 0845 711 4141 British Transport Police 0800 40 50 40	
Neighbouring Communities			
Parish/Ward	Contact person	Address	Phone/Email
North Rigton	Mr Michael Richards (Clerk)	Huncroft House. Harrogate Road Huby, LS17 0EF	0788576878 northrigtonparishcouncil@gmail.com
Follifoot Parish	Mr Mike Richards (Clerk)	Huncroft House. Harrogate Road Huby, LS17 0EF	0788576878 follifootpc@gmail.com
Beckwithshaw	Mrs Jean Galloway (Clerk)	1 Moor Park Close, Beckwithshaw, HG3 1TR	01423522606 clerk.beckwithshawpc@hotmail.com
Oatlands & Pannal Ward	John Mann	98 Walton Park Pannal HG3 1RJ	07743 578256 Cllr.john.mann@northyorks.gov.uk
Harlow & St Georges Ward	Mike Schofield	The Shepherds Dog 141 Otley Road, Harrogate, HG2 0AG	07483 335249 Cllr.mike.schofield@northyorks.gov.uk

Other useful numbers		
Name	Address	Contact No.
NYCC Adult Social Care (Those with care plans)	Working Hours: NYCC	0845 034 9410
	Out of Hours: Emergency Duty Team	0845 034 9417
Age Concern	See Contact Directory	
Neighbourhood Watch	Through North Yorkshire Police	
Community First Responders	Through Yorkshire Ambulance Service	
Doctors Surgeries		
Pannal Surgery	37 Station Rd, Pannal, Harrogate HG3 1JN	01423 566636
Voluntary Organisations		
Name	Role	Contact Number
St John Ambulance	Provide first aid, ambulances, and additional medical supplies. Assist at rest centres.	08700 10 49 50
British Red Cross	Trained to provide a range of services during an incident including: Welfare and comforting casualties/survivors/relatives etc.; • Transport of the disabled; Medical loan equipment; First aid centres; Tracing and messaging service.	0844 871 8000

Name	Role	Contact Number
RSPCA	Help protect animals and prevent cruelty. Help farmers and livestock owners facing severe animal welfare problems due to the extreme weather conditions.	General Advice Line: 0300 1234 555 Farm Animal Welfare Hotline: 0300 123 8424
Age Concern	Provision of care for the elderly and specific elderly care at rest centres.	0800 00 99 66
Just B	Personal and confidential counselling advice on practical problems connected with bereavement.	01423 856 790
The Samaritans	Experienced, listening/support service for people suffering deep emotional stress. 24 hour service, every day of the year.	08457 90 90 90
Pannal and Burn Bridge Old Peoples Welfare Association	Community support for older people Runs a leisure centre for older people does hold some supplies of wheelchairs.	Mrs P Scott 01423 340464
Pannal & Burn Bridge Rotary Club	Assist local voluntary organisations and support the community	
Lions	Worlds Largest Voluntary organisation. Support local communities and fund raise.	
Pannal & Burn Bridge Chamber of Trade and Commerce	Supporting local businesses and the local community	
Women's Institute Pannal & Burn Bridge	Pannal & Burn Bridge Cricket Club	
Women's Royal Voluntary Service	WRVS helps older people to stay independent at home and active in their community.	
Salvation Army	The Salvation Army is prepared to act in a supportive role in a major incident.	

Mental Health Organisations		
Name	Role	Contact Number
ORB Pannal & Burn Bridge	Supportive, creative and educational space for vulnerable individuals. With a positive mental health ethos focusing on self-worth, confidence building and skill development, Orb offers an unpressured environment in which to exchange ideas and become part of the wider community.	

Religious Leaders		
Churches Together in Pannal and Burn Bridge		9 Fountains Way, HG5 8HU
Methodist	Rev Nicholas Witham	Park Grove HG5 9ET 01423 881116
Methodist	Rev Gail Hunt	Graocious Street HG5 8DS 01423 860166 (Church Office)
Anglican	Rev Garry Hincliffe	St John the Baptist 01423 202092
Anglican	Rev Clari Renshaw	Holy Trinity 01423 398944
Roman Catholic	Father Willian Wright	St March RC Church 025 Bond End HG5 9AW 01423 862388
United Reform Church	Rev Bob Jones	01423 863180 01423 797042

Harrogate New Life	Tim & Sue ??	River of Life Church 01423 538648
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Name	Role	Contact Number
Religious Society of Friends	Steven Bonner	01423 547394
Church of Latterday Saints (Mormons)	Bishop Hodson	Wetherby Road Harrogate 01423 886537
Judaism		Harrogate Synagogue, St Marys Walk HG2 OLW01423 871713
Islam		Leeds grand Mosque 9 Woodsley Road, Leeds LS6 1SN 07944435856

Section 7 – Useful Documents:

7.1 Action card

Normal Conditions
Monitor local situation Report any issues to relevant organisation

STANDBY / ALERT
Triggers: <ul style="list-style-type: none"> • Warning from local authority / emergency services • Local observation from team members or public • Alert from member of community emergency team / public • Flood alert issued by the Environment Agency • Yellow weather warning issued by the Met Office

Actions / things to consider	
Community Emergency Team Coordinator contacted	
Collect emergency kit and start incident log	
Place Community Emergency Team on standby (including key holders)	
Place Rest/Welfare Centre on standby	
Monitor local situation (tune in to local media & monitor local hot spots)	
Liaise with responding agencies to share information and get updates	

Inform vulnerable residents and establishments if necessary Advise those at risk to be prepared and monitor local situation, local news/media.	
Place Rest/Welfare centre on standby	

PLAN ACTIVATION / WARNING / SUDDEN IMPACT EVENT

<p>Triggers</p> <ul style="list-style-type: none"> • Time of forecast event • Local observation from team members or public • Flood warning issued by the Environment Agency • Amber weather warning issued by the Met Office 	
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Actions / things to consider

When action is required / predicted convene community emergency team	
Convene at initial meeting location and assess potential risk from the incident and to any responding Community Team Members	
Assign roles to community emergency team and volunteers Keep log of who is working where and contact details	
Deploy resources as required	
Continue to monitor local situation	
Continue to liaise with responding agencies to share info and get updates <ul style="list-style-type: none"> • Request emergency services' assistance or additional resources if required 	
Continue to inform vulnerable residents and establishments Advise those at risk to follow advice given / activate personal emergency plans	
Activate rest centre / info centre if required	
Convene regularly to update and reassign roles	

LARGE SCALE INCIDENT / SEVERE WARNING

<p>Potential risk to life Look after yourself – do not put yourself at risk Support and cooperate with emergency services if requested. Do so from safe distance.</p>	
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POST INCIDENT

Provide support to vulnerable and action recovery / clean up	
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AT NO POINT SHOULD ANY TEAM MEMBER OR VOLUNTEER PUT THEIR OWN LIVES AT RISK

**Ensure that you regularly update the community with approved information.
If you have to go anywhere ensure someone knows where you are going, approx. how long and contact details. Do not put yourself at risk**

7.2 Debrief form

Personal details

Name:	Role:
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Role on the Day

In what capacity were you involved?

What aspects of the operation from your own role perspective did not go well and needs further development?	What aspects of your own role perspective went well and should be highlighted as good practice for future?
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What aspects from the Community Plan perspective did not go well and needs further development?	What aspects from the Community Plan perspective went well and should be highlighted as good practice for future?
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List plan amendments here
Any other comments.

Data Protection

- *NYCC Resilience and Emergencies store two copies of your plan, one on our internal server and a second on a site called Resilience Direct (Resilience Direct is a secure government website which emergency responding agencies use). Both locations can only be accessed by our team.*
- *ResilienceDirect is a secure online storage which sits outside our ICT network and therefore allows us to access the plans in the event of an incident if we had an ICT failure. This is under the legal basis within the new regulations of a "Public task".*
- *We will store a copy of your plan until we receive an updated version with amended contact details. In this instance the original copy will be deleted.*
- *If at any time you or any member of your community would want to request their details to be deleted, then you can contact NYCC Resilience and Emergencies team and we will remove their contact details from both copies of the plan we hold.*