

Newton Poppleford & Harpford Parish Council

Emergency Plan

Purpose

All major emergencies will be dealt with by the emergency services, local authorities, utilities and voluntary agencies in a combined response. This Emergency Plan is not a substitute for these services. If an emergency situation arises, the first action is to contact the emergency services by dialling 999.

The purpose of this plan is to:

- Respond to emergencies in extreme circumstances (for example heavy snowfall) that might prevent the emergency services from reaching the scene immediately, and
- Provide assistance, as required, to support the emergency services and those vulnerable to an emergency.

This may also involve providing assistance to neighbouring parishes where feasible.

Initial Actions

The Parish Councillors will work with other parties identified in the community and at regional and national levels to respond to an incident.

If an emergency arises the Newton Poppleford & Harpford Emergency Plan should be initiated as follows:

1. Contact the emergency services as appropriate – 999.

2. Contact the Emergency Co-ordinator:

Parish Council Chairman Chris Burhop

If the Emergency Co-ordinator is not available, contact the Initial Response Team (see step 2)

3. The Emergency Co-ordinator will contact the Initial Response Team:

Parish Council Vice-Chairmen Brian Carpenter

Clerk to the Parish Council Jacqui Baldwin

The aim should be to have two bank signatories in case payments need to be made urgently.

4. The Initial Response Team will co-ordinate the local response by contacting the following:

Parish Councillors to find out who is available to help.

Follow-up Actions

Primary Assembly Point

5. All villagers who are willing to help in the emergency should gather at the Primary Assembly Point:

The Pavilion, Back Lane Newton Poppleford

or, if the Pavilion is inaccessible, the ***Village Hall, Newton Poppleford*** or an alternative location to be decided by the initial group.

Village Resources

6. The assembled villagers will assess if resources such as four-wheel drive vehicles, lifting equipment or chainsaws may be relevant to the emergency and contact the appropriate providers.

Village Skills

7. The assembled villagers will assess if skills such as those of doctors, nurses and first-aiders may be relevant to the emergency and contact the appropriate providers.

Vulnerable Groups

8. If appropriate (for example, if the emergency occurs during the day in term time), the assembled villagers will make contact with the following vulnerable groups:
 - Newton Poppleford School
 - Hillside House Care Home

Vulnerable Individuals

9. If appropriate, and using local knowledge, the assembled villagers will make contact with vulnerable individuals in the village (for example the disabled, elderly, housebound and parents with young children).

Incident handling

10. During the emergency, anyone involved in coordinating a response should keep a log of all requests for assistance and action taken. See the form on **Annex 4** of this document.

A supply of suitable forms is held by the Emergency Co-ordinator.

Temporary Shelters

11. In the event of there being persons (including casualties) requiring temporary shelter, one or more of the following buildings will be made available:

Village Hall, Newton Poppleford	Keybox with key in situ. Janey Drake, David Jeffery – other keyholders?
Pavilion, Back Lane, Newton Poppleford	Keybox with key in situ. Keyholders – David Zirker, Chris Burhop, Laurie James, club secretaries, Parish Clerk
Harpford Hall, Harpford	Keyholder – Val Ranger, others?
Newton Poppleford Primary School	Stuart Vaughan (headmaster)
Surgery, School Lane Car park	
St Luke's church, Newton Poppleford	John Slade, Rev. Mark Ward
St Gregory's church, Venn Ottery	
St Gregory's church, Harpford	

Note: Liaise with EDDC and DCC who have responsibility for emergency shelters.

East Devon Emergency Contact Numbers

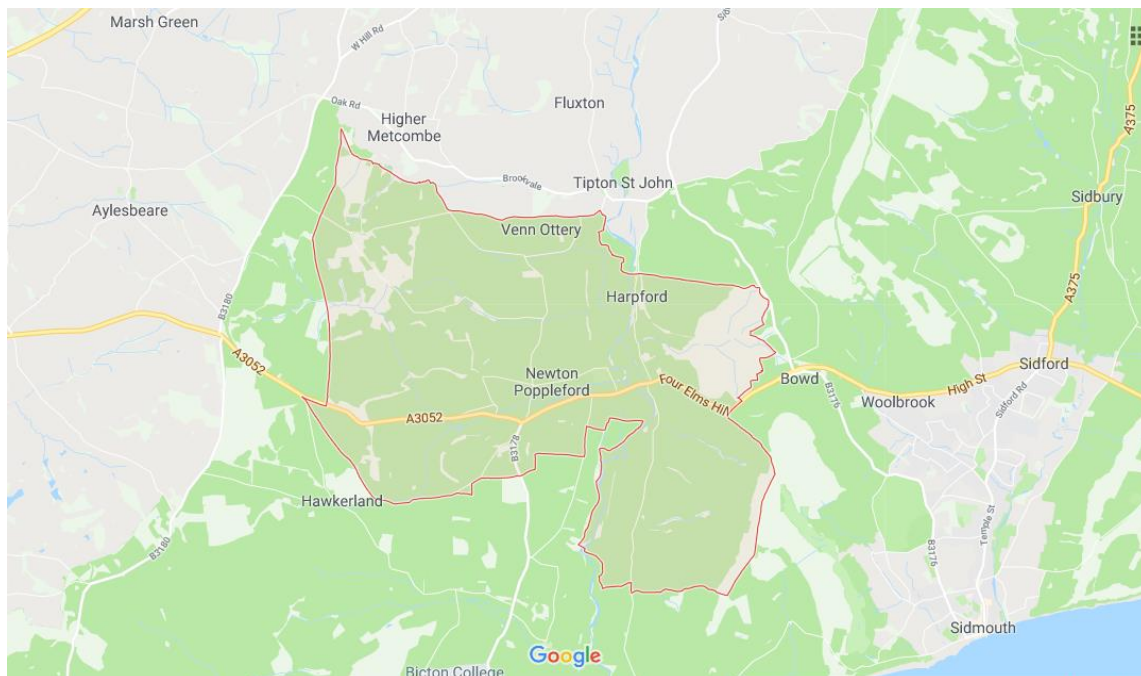
Name/Role	Daytime phone No.	24 hr Phone No.
Police/Fire/Ambulance	999 or 100	999 or 100
Sidmouth Police Station		
PCSOs		
Devon Air Ambulance	01392 466 666	
Coleridge Medical Centre	01404 814447	
Sidmouth Beacon Medical Centre	01395 512601	
Exeter RD&E	01392 411 611 7am-10pm	
East Devon District Council – Emergency Number	01395 516551 08.30 – 17.00	01395 516854 (outside opening hours)
Devon County Council	0345 155 1015 or 0845 155 1015 Monday to Friday 8am – 8pm and Saturdays 9am – 1pm	Out of hours: Social Services: 0345 600 0388 or 0845 600 0388 Highways: 0345 155 1008 Animal welfare, petrol and explosives: 01392 499499
Environment Agency – Incident Hotline		0800 80 70 60 24-hour service
NHS	Non-emergency 111	
Gas		National Grid Gas emergency: 0800 111 999
Electricity		National Grid Electricity emergency: 0800 404 090
South West Water		Report a leak - 0800 230 0561
Exeter Airport	01392 367 433	

Annex 1 - Location and description of the parish

Newton Poppleford is a large village situated on the A3052 road between Exeter and Sidmouth on the west side of the River Otter in East Devon, within the East Devon AONB.

The parish in total (2014 data) has nearly 1000 dwellings and around 2,300 residents, the majority being in Newton Poppleford. The parish of Newton Poppleford & Harpford comprises several smaller hamlets that have grown together over the centuries. Apart from the large village of Newton Poppleford and well-defined village of Harpford, there are the areas of Burrow, Goosemoor, Northmostown, Southerton, and Venn Ottery.

Figure 1: The Parish of Newton Poppleford and Harpford



Annex 2 - Main Risks to the Parish

Road accidents

The A3052 is the main road along the East Devon coast. A traffic study undertaken by the police in 20xx (?) identified around 12,000 vehicle movements a day through Newton Poppleford. Accidents on the hills to the west or the east of the village can cause considerable delays (several hours depending on the severity) and huge pressure on the minor roads in and out of the village which in many cases are single track roads.

Flooding

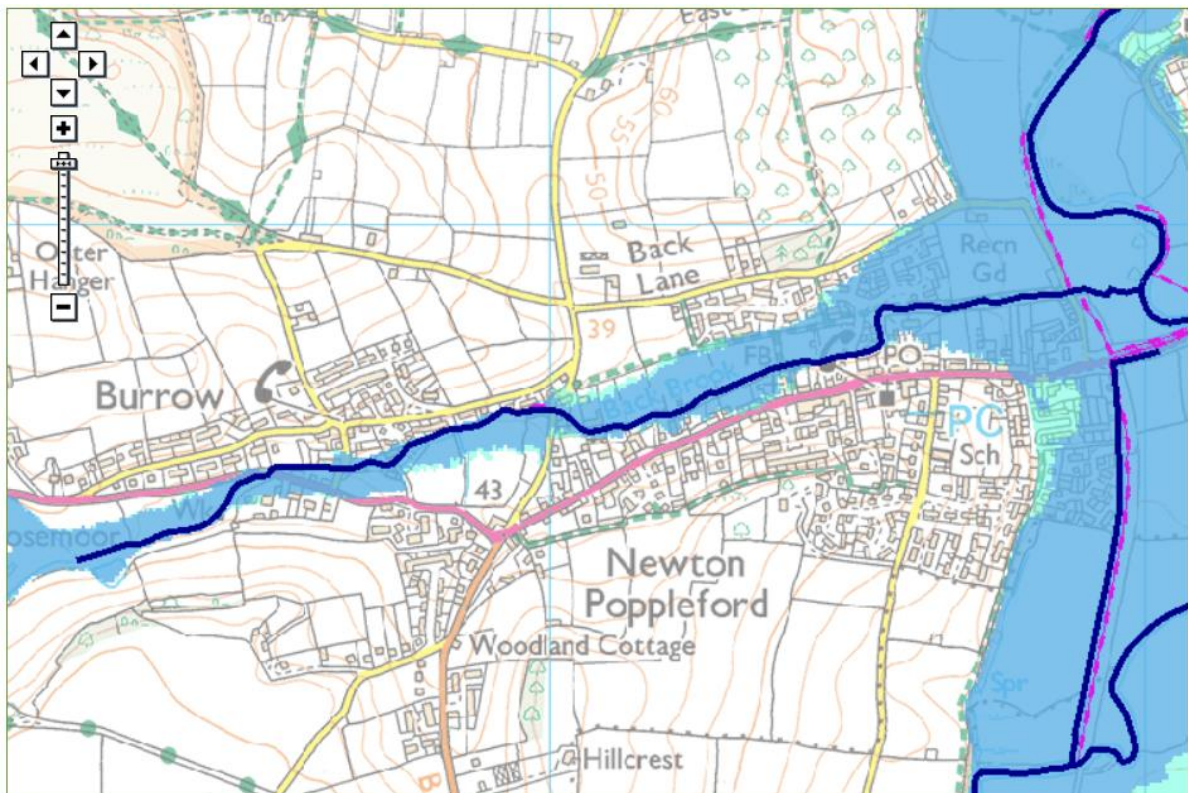
The River Otter transects the parish from north to south, between Newton Poppleford and Harpford.

River level monitoring stations are operated by the Environment Agency (EA) at Fenny Bridges (upstream) and Dotton (downstream). Flood warnings are available through the EA and BBC web sites. The EA publishes a flood risk map.

The main flooding risks are from:

- River Otter
- Back Brook (flows through Newton Poppleford village and Burrow)
- Flash flooding

Figure 2: Flood Risk to the Parish



Historical floods and their extent

Great flood in 1968. Other flooding events and extent?

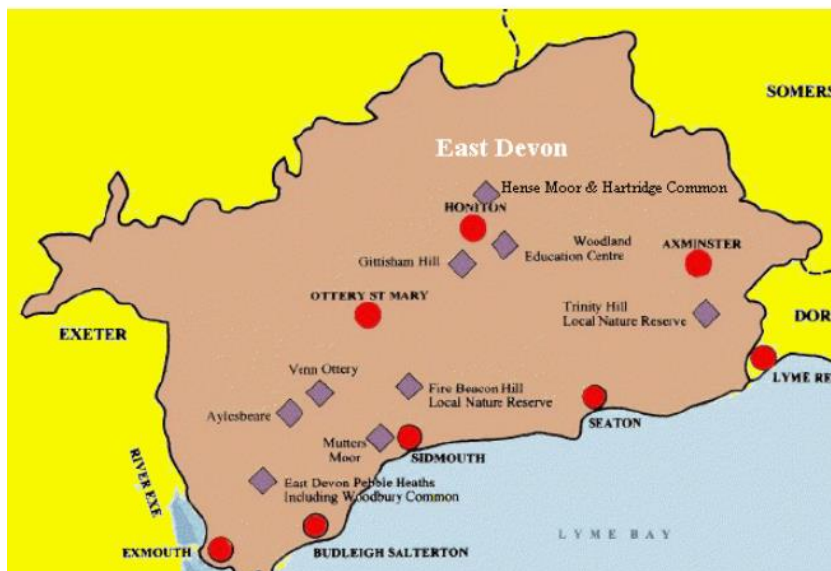
Snow and ice

The villages are easily cut off by snow and ice as was the case twice in the early part of 2018, and in 2010.

Fires

Significant swathes of moorland are found around the outskirts of the parish including, Aylesbeare Common, Venn Ottery Common, Mutters Moor. In April 2017, a fire on Woodbury Common destroyed over 100 acres of vegetation and caused several roads to be closed.

Distribution of Lowland Heath in East Devon



Aircraft

Exeter airport is situated about 6 miles from Newton Poppleford. The airport caters for international flights, domestic flights and leisure planes.

The flight path extends over the parish, depending on flying conditions.

There is a marine base at Lymington. Helicopters are flown at low altitudes across the parish on a regular basis.

Communication

EDDC will use local radio stations to communicate updates, including:

- BBC Radio Devon 95.8R FM, 103.4 FM
- Radio Exe 107.3 FM
- Heart 97 FM, 103 FM
- Bay FM 107.9 FM

CONFIDENTIAL – not for public circulation

Annex 3 Village Resources & Skills

Village Resources

Category	Contact person	Tel / email / FB
4x4 vehicles		
Light boats		
Chainsaws		
Flood protection		
Road signs / barriers		
Lifting equipment		
Other vehicles	Chris Cole Chris Drake	
Devon Air Ambulance landing site at the Pavilion		

Skills

Category	Contact person	Tel / email / FB
Doctors		
Nurse		
First-aiders		
Tree surgeon		
Engineer		
Emergency trained		

