APPENDIX 1 TO

UPTON BISHOP PARISH EMERGENCY PLAN (UB PEP)

**UPTON BISHOP PARISH EMERGENCY PLAN (UB PEP) - GUIDANCE AND ASSISTANCE TO HOUSEHOLDS**

Emergencies can affect the community with little or no notice. Being prepared can help reduce the effects on your families’ lives, reduce the need for help from others and enable you to support the vulnerable in your community.

It’s important to plan ahead so that during an emergency everyone knows what to do. Discuss as a family what dangers you face, agree what you would do and how you would contact each other. This guidance ‘note’ is designed to help you think through the important information which will make a huge difference with how you will cope in an emergency.

Always put the safety of yourself and your family first. Dial 999 if you are or somebody else is in immediate danger and need rescuing. With most major incidents the safest place to be is inside, where you should stay for as long as necessary. Listen to local radio to find out what is going on, as they will have the latest, most accurate information available from us. They will also broadcast any helpline or emergency numbers that have been set up.

Key advice is:

**Major Incident**: GO IN, STAY IN, TUNE IN, LOG ON.

**Fire/Gas** in a building: Get OUT, Stay OUT, Get the fire brigade OUT. Dial 999

**Firearms or weapons attacks**: RUN to a place of safety, HIDE if there's nowhere to go, TELL West Mercia Police by calling 999.

**HOUSEHOLD ‘TOP TIPS’**

A little preparation can help when there is an emergency. Below are some ideas to think about now that will be useful when time is short the pressure from the emergency can cloud thinking and help avoid poor outcomes.

* Install and regularly check smoke detectors and carbon monoxide detectors.
* Decide which items need to be moved upstairs in the event of a flood e.g. important documents, sentimental items.
* Know the quickest route out of your home and neighbourhood – have you got two escape routes from your home?
* Put emergency phone numbers into your mobile phone.
* Teach children how and when to call the Emergency Services (999).
* Have enough non-perishable food in your house for three days.
* Have a first aid kit and make sure everyone in the house knows where it is.
* Check the insurance cover for your house and contents is up to date.
* Make sure your child’s school has your current contact information.
* Know where keys to doors and windows are kept.
* Make sure your car is winter ready and you have a car emergency kit.
* Back up photographs and important information onto a USB
* Consider the needs of pets or other animals (Vet tel no)(Microchip numbers).
* If away from home.
  + Where will we meet? Pick two places where you could meet if you cannot get home or contact each other. One close by, the other slightly further away in case the emergency is more widespread.
  + What if we cannot get there or cannot contact each other? Choose a friend to contact to say you are safe.
* Where can we stay? If you have to evacuate, could you stay with friends or family. Have two different places.

**Household operations**

* **Gas:** how & where to turn it off.
* **Electricity:** how and where to isolate the power (the fuse box).
* **Water:** how & where to turn of the mains water into to your house.

(*Ensure you have the correct tools to complete the tasks and only do so if it is safe & you have the time to do so*)

**How you can prepare in case of a power cut**

* Keep our telephone number handy or save it in your mobile phone (105 or 0800 6783 105) so that you can report a power cut or call for information and advice.
* Keep a battery/solar charger handy so that you can recharge your smart phone or tablet and follow updates on social media, our online power cut map or Power Cut Reporter app.
* Keep your freezer shut – depending on the type of freezer, the contents could stay frozen for up to 12 hours.
* Check that you have a phone available that will work in a power cut – digital or cordless ones may not work.
* Have things like a torch or lantern ready (it is best not to use candles or paraffin lights).
* Protect sensitive electrical equipment such as computers with a surge protector plug.
* If you have a mains-operated stair lift, check to see if there is a manual release handle that can be used to return it safely to ground level if it stops working.

**Insurance**

Have at hand key insurance contact details:

* Buildings:
* Contents:
* Car
* Pets
* Personal Medical

Home emergency kit and prepare a Grab-Bag of essential items

You may need to survive on your own after an emergency. This means having enough food, water and other supplies to last for at least three days. Local officials and relief workers will be on the scene after an emergency, but cannot reach everyone immediately. In addition, basic services such as electricity, gas, water, sewage treatment and telephones may be cut off for days, or longer.

In an emergency you may need to move quickly so it is useful to have essential items to hand. Ideally these should be in an easy to carry bag and should be kept somewhere accessible in case you need to evacuate your home. this can double up as the nucleus of your home emergency kit.

* Candles/matches;
* First-Aid kit including any prescription medication (incl glasses/contact lenses);
* Cash/credit cards;
* Spare warm clothes and blankets;
* Toiletries and sanitary supplies;
* Torch and spare batteries;
* Radio and spare batteries or wind-up radio;
* List of useful numbers or this emergency plan;
* Spare house and car keys;
* Notepad and pencil;
* Black bags/bin liners;
* Any special items for babies, elderly or disabled people;
* Bottled water, energy bars, non-perishable/tinned food & tin opener;
* Pet carrier, collar, lead and pet food.

**Be Ready**

The first decision might be whether you evacuate or stay where you are and this depends on your circumstances and the nature of the emergency. You should plan for both possibilities. Use common sense and available information, including what you are learning here, to determine if there is any immediate danger. Local authorities may not immediately be able to provide information on what is happening and what you should do. However, you should watch local TV, listen to local radio or check the Internet often for information or official instruction as it becomes available.

**In summary**

- ***If the danger is outside*** - **Go In, Stay In, Tune In**

• Close all windows and doors.

• Stay there until you are contacted by the emergency services or are told that the emergency is over.

• Listen to local radio or TV news for updates.

• It may not be safe to collect children from school. Schools have their own emergency plans so pupils will be cared for.

***If the danger is inside* -** **Get Out, Stay Out and Call the Emergency Services 999**

- In some cases **you may be advised to evacuate your home**. Local Reception Centres will be provided where you will be safe, sheltered and looked after by trained volunteers. If you choose to make your own arrangements, such as staying with friends, please let someone know that you are safe.

- Don’t forget to **take your grab bag**! always **follow instructions** from the emergency services

- **If you have time, secure your premises** before you leave. **Do not return home until your are told it is safe to do so.**

**UPTON BISHOP PARISH EMERGENCY PLAN (UB PEP) - GUIDANCE AND ASSISTANCE TO HOUSEHOLDS**

**- Useful Information and contacts.**

|  |  |  |
| --- | --- | --- |
| **Information** | **Telephone** | **Radio/Web** |
| **Source** |  |  |
| BBC Hereford & Worcester | 01905 748485 | 94.7/104/104.6 FM |
| Free Radio | 01905 746644 | 96.7/97.6/102.8 FM |
| Sunshine Radio | 01432 264847 | 106.2/107/107.8 FM |
| Hereford Council |  | <https://www.herefordshire.gov.uk/>  <https://www.facebook.com/hfdscouncil/>  <https://twitter.com/HfdsCouncil> |
| Upton Bishop Website |  | <https://uptonbishop.org/> |
| Upton Bishop Facebook |  | <https://www.facebook.com/uptonbishop/> |
| **Emergency Services** |  |  |
| Police, Fire, Ambulance | 999 |  |
| Emergency services advice | 101 |  |
| Non NHS Emergency | 111 | <https://twitter.com/WyeValleyNHS> |
| Police website |  | <https://www.facebook.com/westmerciapolice/>  <https://twitter.com/WMerciaPolice> |
| Fire website |  | <https://www.facebook.com/HWFire/>  <https://twitter.com/HWFire> |
| Ambulance website |  | <https://www.facebook.com/officialwmas/>  <https://twitter.com/OFFICIALWMAS> |
| Environment Agency |  | <https://www.facebook.com/environmentagency/> |
| Highways Agency | 03001235000 | <https://www.gov.uk/government/organisations/highways-england> |
| Flood line | 03459 881188 | Sign up to get [Flood Warnings from gov.uk](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fsign-up-for-flood-warnings&data=04%7C01%7C%7Cecc14f683ef643b0d9fc08d9f477fae2%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637809618424679453%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=Sz%2BSzFXcFOO%2BQSoi2xrm8%2F3bJlFsQ%2B8dHCf9kyEd74Q%3D&reserved=0) by phone, email or text message |
| Report a tree down, flooded road or highway obstruction. BBLP | **01432 261800** |  |
| **Main Utilities** | *To be filled out by householder\** | |
| Householder Electricity provider\* Power cut | \*  105 | [https://www.powercut105.com/](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.powercut105.com%2F&data=04%7C01%7C%7Cecc14f683ef643b0d9fc08d9f477fae2%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637809618424679453%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=bsdF0bK2%2FmRlCrKLfE4ozE680uAODPs9t65WrZidR70%3D&reserved=0) |
| Welsh Water emergencies  Welsh Water Sewer emergencies  Severn Trent Water | [0800 052 0130](tel:08000520130) [0800 085 3968](tel:08000853968)  [0800 783 4444](tel:08007834444) | [https://contact.dwrcymru.com/](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcontact.dwrcymru.com%2F&data=04%7C01%7C%7Cecc14f683ef643b0d9fc08d9f477fae2%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637809618424679453%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=lA3K7o4TVRAH1E7EKZR%2F4Aq6pU0kn1KKIROKg6eeG%2F0%3D&reserved=0)  [https://www.stwater.co.uk/in-my-area/check-my-area/](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.stwater.co.uk%2Fin-my-area%2Fcheck-my-area%2F&data=04%7C01%7C%7Cecc14f683ef643b0d9fc08d9f477fae2%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637809618424679453%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=xsFe9HB75oIdhlIIFlaJhPibteaL%2B4mv3ihdDD6rZS8%3D&reserved=0) |
| Householder Gas company\*  Gas leak | \*  0800 111 999 | [https://www.wwutilities.co.uk/services/smell-gas/](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wwutilities.co.uk%2Fservices%2Fsmell-gas%2F&data=04%7C01%7C%7Cecc14f683ef643b0d9fc08d9f477fae2%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637809618424679453%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=Xqcj8BvzV55AQMuo8lXQQPuV%2FDrUTnTw7jQ%2FGeHOeSs%3D&reserved=0) |
| BT phone line issues |  | <https://downdetector.co.uk/status/bt-british-telecom/> |
| **Other useful contacts** | *To be filled out by householder\** | |
| Householder Doctor | \* |  |
| Householder Plumber | \* |  |
| Householder Electrician | \* |  |
| Householder Vet | \* |  |

Parish Emergency Committee (PEC) (\*dual role)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME | APPOINTMENT | ADDRESS | MOBILE | LANDLINE |
| Mark Rusby | Chairman & Main Co-ordinator\* | Penbryn, HR9 7UW  [markrusby@hotmail.com](mailto:markrusby@hotmail.com) | 0790 9969799 | 01989 780584 |
| *tbc* | *Deputy* | *tbc* | *tbc* | *tbc* |
| Tony Chudziak | Area West rep | Holly Cottage, Phocle Green  [Tony\_chudz@btinternet.com](mailto:Tony_chudz@btinternet.com) | 07970 557305 | 01989 780352 |
| Jake Simpson | Area Crow Hill rep | Chicory Crops, HR9 7UD  [jakesimpson@chicorycrops.co.uk](mailto:jakesimpson@chicorycrops.co.uk) | 07775 430820 | 01989 780444 |
| Tom Blandford | Area Crews rep | 1 Blandford Cottages, HR9 7TT  [blandfordt88@hotmail.com](mailto:blandfordt88@hotmail.com) | 07584 426327 |  |
| Mark Rusby | Area East rep\* | Penbryn, HR9 7UW  [markrusby@hotmail.com](mailto:markrusby@hotmail.com) | 07909 969799 | 01989 780584 |
| Mike Tyres | Area Tanhouse rep | Tanhouse, HR9 7UP  [tyresmc@hotmail.co.uk](mailto:tyresmc@hotmail.co.uk) | 07768 444198 | 01989 780665 |

Map

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