

## Let's Be Ready



Produced by West Hill Parish Council with the support of our community working group and THE DEVON COMMUNITY RESILIENCE FORUM

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### Preparing for an Emergency in West Hill

In this life we can potentially be faced with all manner of different emergencies. Some may be relatively minor and easily managed whilst others may be severe and cause major disruption to ourselves and to others in our community. We are fortunate in having professional Emergency Services that we can rely on in an emergency. However, the emergency is widespread then those Emergency Services may themselves be severely stretched and may not be able to respond as quickly as they would wish.

The Parish Council is preparing a Community Emergency Plan is to provide a structured process and set of procedures to enable us to provide “self help” until the professional Emergency Services are able to respond. We do not aim to train to be firefighters or paramedics but there is a great deal we can do to help ourselves and, more importantly, help the vulnerable people in our community who are less able to look after themselves without some assistance.

The Emergency Plan is a bit like an insurance policy or a fire engine in that we hope we will never have to use it but if the need does arise then it could literally save lives.

This booklet sets out **How you can Help Us**. Whilst we develop a plan for West Hill, there are some steps that You can take to help yourself: We encourage you to complete the enclosed **Householder Emergency Response Plan**

Cllr Francis Pullman, Chairman, West Hill Parish Council

# West Hill Parish Council Community Emergency Plan

## How You can Help Us

Members of West Hill Village community may remember that during the Covid period your Parish Council arranged a coordinated volunteer help system which functioned during the pandemic. Now your Council wishes to establish an ongoing plan to meet a potential future emergency which might seriously affect us as residents, particularly those who are suffering from any disability. While such events are thankfully few and far between, a serious fire or sudden severe storm, for example, may result in damaged communications or blocked roads for a prolonged period. This just might affect acquisition of food, medical supplies or essential NHS treatment. Additionally, carers may not be able to get through to people who may need help because of mobility or other health issues.

## Tell us if you think you'll need help in an Emergency

We are now inviting people who may need any form of help to make an initial contact with our Council Emergency Team, so that we can formulate a plan to provide whatever assistance we can should normal services be interrupted. The Parish Council would like to hear from those who in an emergency:

- a. May need any form of help. This will be held in confidence.
- b. Know of someone who might need help who may need to be encouraged to apply.
- c. Anyone who would be prepared to act as a point of contact in their immediate area to assist with any response. Please also see below.

Contact with the Parish Council Emergency Planning team can be made on any of the following:  
email [clerk@westhillparishcouncil.gov.uk](mailto:clerk@westhillparishcouncil.gov.uk) Tel 01404 232 100 / 07450 388198

The personal data you provide will be held securely by West Hill Parish Council and used, if considered appropriate, in the event of an emergency. Details our privacy notice is available on the Parish Council's website [www.westhillparishcouncil.gov.uk](http://www.westhillparishcouncil.gov.uk) or by request to the Parish Clerk email [clerk@westhillparishcouncil.gov.uk](mailto:clerk@westhillparishcouncil.gov.uk)

## Help us to Help You and Your Community

In addition to establishing a list of those who may need assistance, we are also calling for volunteers to contribute by bringing help and reassurance to vulnerable West Hill people.

The Parish Council would like to hear from those who will volunteer to assist the emergency arrangements by becoming an **Emergency Village Responder**. Further details of the roles of Responders and their associated training will be announced in due course.

Any person who would be prepared to assist by taking on this essential humanitarian role is invited to forward their name to the Parish Council (contact details below).

# Household Emergency Response Plan

Be prepared – Help Yourself, your family and your pets

Please complete the following checklist and keep it in an obvious place! You may wish to add details specific to your or your family.

## Emergency Planning Supplies to have in Stock

The following are the minimum items you should consider having in your store cupboard in the event of serious disruption in your area, and before normal services and stock items become easily available. **Ideally there should be sufficient to cover three days of disruption.**

Bottled water – a minimum of 2 litres per day per person for drinking	<u>Additional Stores/Preparation to be considered</u>
Tinned meats and vegetables – with best before date clearly identified and possibly to be eaten when cold	Home Safe Guard
Tinned or package soups	Portable Power Pack
Tinned fruits – a luxury	Portable radio with battery/wind-up radio
Dried fruits – prunes, sultanas, etc	Camping Stove with separate fuel supply
Biscuits	First Aid Kit
Toilet rolls	Whistle
Torches with up to date batteries	Spare spectacles
Candles and matches	Handy tools to turn off utilities
Chargeable mobile phone	Baby supplies
Non electric tin opener	Pet supplies
Reserve of medical supplies and first aid items	Hand sanitiser or wet wipes

## Emergency Overnight Items:

Should evacuation become a possibility preparation of some take away overnight items would be advisable. The following basic list should be considered:

Personal hygiene/bathroom items	Mobile phone + Mobile phone charger
Medical supplies + list of personal prescription items	Personal address book
Overnight clothing	Some cash or payment method
Extra warm clothing and a blanket	Note book and pencil
Personal identity papers	Keys for house and car
<ul style="list-style-type: none"><li>• NHS number</li><li>• Driving licence</li><li>• Insurance papers</li></ul>	<b>Additional Personal Overnight Items:</b>

# Household Emergency Response Plan

## My Record of Personal Emergency Information

### Personal /Emergency Phone numbers

Land line	
Mobile	
West Hill Community Hub	
Local Emergency Point of Contact	
Medical Centre	
Police / Fire Service /NHS dial 111	

### Documents

Health Insurance	Others:
House/property Insurance	
Other insurance	
Driving Licence	

### Finance

Credit Card/Bank Card numbers	with emergency phone numbers
A	
B	
C	

### Utility Companies

	Emergency phone numbers:
Electricity	
Gas	
Water	
Landline	
Mobile Provider	

### Current Medication


### Family / Friend telephone numbers

<b>Where will we meet?</b> Pick two places where you could meet if you cannot get home or contact each other.	

Last brought up to date on .....