



# **Kirkburn Parish Council**

## **Community Emergency Plan**

# Contents

|                                                                       |    |
|-----------------------------------------------------------------------|----|
| Section 1 - Activation of the Community Emergency Plan                | 3  |
| Section 2 - Emergency Management Team Initial Actions Checklist       | 6  |
| Section 3 - Community Resources available for use during an emergency | 9  |
| Section 4 - Warning and Informing                                     | 14 |
| Section 5 - Emergency Contact Directory                               | 16 |
| Section 6 - Plan Publication and Information                          | 19 |

## **Section I - Activation of the Community Emergency Plan**

### **When the plan will be activated**

This plan will be activated when a designated member of the Community Emergency Management Team considers it necessary to take action in response to an incident, and when action cannot be taken effectively without triggering the arrangements outlined in this document.

The Community Emergency Team will often be notified by the local authority, emergency services, residents, or dedicated roles such as Flood Wardens, of a potential emergency.

### **Responsibility for activating the plan**

Any of the following people can activate the plan:

- Phil Ashcroft - Chair
- Carl Jones - Vice Chair
- Dale Potter - Councillor
- Darren Wilks - Councillor

One of the above if the others are out of the parish or a combination of all can in agreement activate the plan. Contact details of the above people are listed on page 4.

### **Community Emergency Team**

In the event of the plan being triggered the following members of the Parish Council have agreed to form part of the Emergency Team who will help to reduce the effects on the community by:

- assessing the situation
- co-ordinate the activities of the Parish Council
- mobilising local resources to support the community
- maintaining links with the emergency services, the Local Authority and other responding organisations

## Community Emergency Team Details

These are the names and contact details of the members of the Parish Council and landowners farming or keeping land in/around the parish, that will form the Emergency Team.

| Name                                                             | Contact Information                            | Home address                                                 | E-mail address                                                                                                                                                             | Availability                           |
|------------------------------------------------------------------|------------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| <b>Phil Ashcroft</b><br>Chair<br>Kirkburn Parish Council         | Mobile<br>07421 366615<br>Home<br>01377 229368 | Smithy Cottage<br>Main Street<br><b>KIRKBURN</b><br>YO25 9DU | <a href="mailto:clerk@kirkburnparishcouncil.org.uk">clerk@kirkburnparishcouncil.org.uk</a><br><a href="mailto:philiphashcroft@hotmail.com">philiphashcroft@hotmail.com</a> | 24 hours, subject to other commitments |
| <b>Caroline Addy</b><br>Clerk<br>Kirkburn Parish Council         | Mobile<br>07896 354272                         | 2 Orchard Court<br><b>MARKET WEIGHTON</b><br>YO43 3QJ        | <a href="mailto:clerk@kirkburnparishcouncil.org.uk">clerk@kirkburnparishcouncil.org.uk</a><br><a href="mailto:caroline@spgcja.karoo.co.uk">caroline@spgcja.karoo.co.uk</a> | 24 hours, subject to other commitments |
| <b>Deborah Barratt</b><br>Councillor<br>Kirkburn Parish Council  | Mobile<br>07751 898618                         | 3 Whitley Garth<br><b>KELLEYTHORPE</b><br>YO25 9FF           | <a href="mailto:debbiebarr43@hotmail.co.uk">debbiebarr43@hotmail.co.uk</a>                                                                                                 | 24 hours, subject to other commitments |
| <b>Beverly Didsbury</b><br>Councillor<br>Kirkburn Parish Council | Mobile<br>07586 545550<br>Home<br>01377 324116 | 107 Auchinleck Close<br><b>KELLEYTHORPE</b><br>YO25 9HF      | <a href="mailto:wintermoonhuskies@gmail.com">wintermoonhuskies@gmail.com</a>                                                                                               | 24 hours, subject to other commitments |
| <b>Marcia Glover</b><br>Councillor<br>Kirkburn Parish Council    | Mobile<br>07942 495899                         | 11a Main Street<br><b>KIRKBURN</b><br>YO25 9DU               | <a href="mailto:marciaglover17@yahoo.co.uk">marciaglover17@yahoo.co.uk</a>                                                                                                 | 24 hours, subject to other commitments |
| <b>Carl Jones</b><br>Vice Chair<br>Kirkburn Parish Council       | Mobile<br>07867 502300                         | Beckside<br>Main Street<br><b>KIRKBURN</b><br>YO25 9DU       | <a href="mailto:woldsedge@btinternet.com">woldsedge@btinternet.com</a>                                                                                                     | 24 hours, subject to other commitments |
| <b>Dale Potter</b><br>Councillor<br>Kirkburn Parish Council      | Mobile<br>07581 127461<br>Work<br>07443 077914 | 2 Cross Keys Court<br><b>HUTTON CRANSWICK</b><br>YO25 9NA    | <a href="mailto:dale.potter@outlook.com">dale.potter@outlook.com</a>                                                                                                       | 24 hours, subject to other commitments |
| <b>Darren Wilks</b><br>Councillor<br>Kirkburn Parish Council     | Mobile<br>07961 502567                         | 118a Auchinleck Close<br><b>KELLEYTHORPE</b><br>YO25 9HE     | <a href="mailto:darren@dsfuels.co.uk">darren@dsfuels.co.uk</a>                                                                                                             | 24 hours, subject to other commitments |

|                                                          |                                                                                |                                                                              |                                                                                                                                                                                |                                                                                                                         |
|----------------------------------------------------------|--------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| <b>Tom Woodall</b><br><br>Driffield Agricultural Society | Mobile<br>07930 433488<br><br>Work<br>01377 257494                             | Driffield Showground<br><b>KELLEYTHORPE</b><br><br>YO25 9DN                  | <a href="mailto:tom@driffieldshowground.co.uk">tom@driffieldshowground.co.uk</a><br><br><a href="mailto:office@driffieldshowground.co.uk">office@driffieldshowground.co.uk</a> | 24 hours, subject to other commitments                                                                                  |
| <b>Tom Megginson</b><br><br>GWE Biogas Ltd               | Work<br>01377 229361<br><br>Mobile<br>07701 000 321                            | GWE Biogas Ltd<br>Sandhill<br>Garton Road<br><b>KIRKBURN</b><br><br>YO25 9DR | <a href="mailto:tom@taylormegginson.co.uk">tom@taylormegginson.co.uk</a>                                                                                                       | 24 hours, subject to other commitments                                                                                  |
| <b>Robin Smyth</b><br><br>Sunderlandwick Estate          | Home<br>01377 252323<br><br>Work<br>01377 252017<br><br>Mobile<br>07831 221200 | The Estate Office<br><b>SUNDERLANDWICK</b><br><br>YO25 9AD                   | <a href="mailto:office@sunderlandwick.co.uk">office@sunderlandwick.co.uk</a>                                                                                                   | 24 hours, subject to other commitments                                                                                  |
| <b>Charlie Parker</b><br><br>JSR Farms Ltd               | Work<br>01377 229264                                                           | JSR Farms<br>Hutton Road<br><b>SOUTHBURN</b><br><br>YO25 9ED                 | <a href="mailto:charlie.parker@jsr.co.uk">charlie.parker@jsr.co.uk</a>                                                                                                         | 24 hours, subject to other commitments. Lives out of area in Kilham, may be delayed or disrupted in arrival/attendance. |

## Section 2 - Emergency Management Team Initial Actions Checklist

### Key actions when the plan is activated

- IN AN EMERGENCY DIAL 999. Follow the Emergency Services advice at all times, and always be aware of your own safety and the safety of those around you.
- Gather as much information about the situation as possible - eg:
  - The location of the emergency.
  - Type of incident.
  - Number of people and/or properties involved.
  - The type of support that might be needed (eg moving items upstairs, providing immediate shelter, basic household tasks).
  - Tune into your local radio station for updates.
  - Make contact with the representatives of any responding organisations at the scene.
- Consider whether you can work effectively from your current location, or whether you need to move to an alternate location (see section 3). Arrange for the Incident Room to be opened as appropriate.
- Notify the emergency team and request they meet at the nominated location
- Decide which local resources should be mobilised initially to support the community.
- Arrange for the community resources/organisations identified in Section 3 to be made available as necessary. You might want to give this task to one person within the emergency team to co-ordinate.
- Consider asking for additional members of the community (volunteers) to help with the response, you may have pre-identified community coordinators already. You might want to give this task to one person within the emergency team to co-ordinate. The type of support that would be welcomed changes from emergency to emergency but might include:
  - Helping people move valuable and sentimental items upstairs.
  - Helping deploy any flood protection products they might have.
  - Providing some immediate shelter if people have had to leave their homes.
  - Looking after pets.
  - Providing lifts to family and friends.
  - Doing basic household tasks such as shopping.
- Check your designated emergency e-mail system regularly.
- Tell your community that your emergency team is functioning and if appropriate maintain a presence in the area(s) affected.

- Help communicate any warning information messages, and recommend that people tune into the local radio station.
- Establish contact with neighbouring Parish/Town Councils and ask for/offer support if appropriate
- Ensure that any members of your community engaged in the response are not putting themselves at risk. Make sure they are acting lawfully (eg not speeding), carefully and are not carrying out tasks and activities that they are not qualified to do.
- If the situation does not require an immediate response, request the Parish Clerk to convene an urgent meeting of the Parish Council.

## **Standard Agendas**

### **Emergency Management Team**

#### **Initial Meeting Agenda**

- 1) Introduction of Attendees
- 2) Situation Report
- 3) Aim and Objectives of Response
- 4) Actions Required
- 5) Time of Next Meeting

### **Emergency Management Team**

#### **Subsequent Meeting Agenda**

- 1) Any Items Requiring Urgent Attention

BREAK OUT TIME TO ACTION URGENT ITEMS AS AGREED ABOVE

- 2) Update on Situation
- 3) Review Aim and Objectives
- 4) Review Outstanding Actions
- 5) Actions Required
- 6) Time of Next Meeting

## Section 3 - Community Resources available for use during an emergency

### Community Incident Room

If an emergency team is brought together, it has been agreed that they will meet in one of the following location(s):

### Identified Community Incident Rooms

| Location                                                                                                                                   | Keyholder(s)   | Contact Information                            | Email address                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Smithy Cottage<br>Main Street<br><b>KIRKBURN</b><br>YO25 9DU<br>and<br>Kirkburn Village Hall<br>Main Street<br><b>KIRKBURN</b><br>YO25 9DU | Phil Ashcroft  | Home<br>01377 229368<br>Mobile<br>07421 366615 | <a href="mailto:clerk@kirkburnparishcouncil.org.uk">clerk@kirkburnparishcouncil.org.uk</a><br><a href="mailto:philiphashcroft@hotmail.com">philiphashcroft@hotmail.com</a> |
| GWE Biogas Ltd<br>Sandhill<br>Garton Road<br><b>KIRKBURN</b><br>YO25 9DR                                                                   | Tom Megginson  | Mobile<br>07701 000 321                        | <a href="mailto:tom@taylormegginson.co.uk">tom@taylormegginson.co.uk</a>                                                                                                   |
|                                                                                                                                            | Mathew Girking | Mobile<br>07957 357336                         | N/A                                                                                                                                                                        |
| JSR Farms<br>Hutton Road<br><b>SOUTHBURN</b><br>YO25 9ED                                                                                   | Charlie Parker | Work<br>01377 229264                           | <a href="mailto:charlie.parker@jsr.co.uk">charlie.parker@jsr.co.uk</a>                                                                                                     |

## Community Emergency Shelters

Our community shelters have been selected based on the population density they are likely to serve - Kelleythorpe, Kirkburn and Southburn. In the event the most appropriate location is unavailable, the nearest alternative should be used. Details of our emergency shelter(s) may be shared with the Emergency Services in case they need to identify a safe location to evacuate residents to.

### VENUE 1 - KIRKBURN AREA

#### Kirkburn Village Hall

Main Street, Kirkburn, YO25 9DU ([///dozens.hung.aviation](http://dozens.hung.aviation))

01377 229433 (handset not permanently fitted to prevent unauthorised calls)

- Free internet/Wifi access available, access code displayed on internal noticeboard
- Capacity approximately 100 persons
- Cooking facilities available with mains water supply
- 6 car parking spaces
- Defibrillator and light first aid provisions on-site

1. John ARMITAGE, 01377 229310  
19 Main Street, KIRKBURN, YO25 9DU
2. David & Judy ADAMSON, 01377 229413  
3 Church View Cottages, KIRKBURN, YO25 9DL
3. Phil ASHCROFT, 01377 229368 / 07421 366615  
Smithy Cottage, Main Street, KIRKBURN, YO25 9DU

### VENUE 2 - KELLEYTHORPE AREA

#### Driffeld Agricultural Society

Driffeld Showground, A164, Kelleythorpe, YO25 9DW ([///passions.golden.spines](http://passions.golden.spines))

01377 257494

- Internet/wifi access available
- Rix Pavillion capacity 284 persons
- Members Pavillion capacity 200 persons
- Catering and cooking facilities available with mains water supply
- Significant car parking space
- Best location for emergency service command, mass decontamination and evacuation
- First aid provision at both sites

1. Tom WOODALL, 07930 433488

### VENUE 3 - KELLEYTHORPE AREA

**Drifffield Rugby Union Football Club**

A164, Kelleythorpe, YO25 9DW (///splice.sofas.retiring)

01377 256598

- Internet/wifi access available
- Capacity approximately 400 persons
- Catering and cooking facilities available with mains water supply
- Showers available
- 100 car parking spaces with overflow arrangements
- Defibrillator and first aid provision on-site

1. Simon Hornby, 07903 541762

2. Kerry Booth, 07505 998068

### VENUE 4 - SOUTHBURN AREA

**JSR Farms Ltd**

Hutton Road, Southburn, YO25 9ED (///facelift.test.fracture)

01377 229264

- Internet/wifi access available
- Capacity approximately 200 persons
- Refreshment facilities available with mains water supply
- 50 car parking spaces with significant overflow arrangements
- Defibrillator and first aid provision on-site

1. Charlie Parker, 01377 229264

## Suitable locations for Emergency Information Points

Locations can be pre-identified to pass information to the community during an emergency; these can be places such as community centres, the post office or the Parish notice board.

If the Parish/Town Council have a website or access to social networking sites these can be very useful in keeping everyone informed of the latest situation.

1. Southburn Parish **Noticeboard** ([///vibes.messy.remaking](#))  
Phil Ashcroft responsible, 01377 229368
2. Kelleythorpe Parish **Noticeboard** ([///bright.deodorant.belong](#))  
Phil Ashcroft responsible, 01377 229368
3. Kirkburn Parish **Noticeboard** ([///resources.feasts.briskly](#))  
Phil Ashcroft responsible, 01377 229368
4. Kirkburn Village Hall **Internal Noticeboard** ([///dozens.hung.aviation](#))  
John Armitage responsible 01377 229310
5. Kirkburn Parish Council **Website** ([www.kirkburnparishcouncil.eastriding.gov.uk](http://www.kirkburnparishcouncil.eastriding.gov.uk))  
Phil Ashcroft, 01377 229368 & Carl Jones, 07867 502300 responsible
6. Kirkburn Parish Council **Twitter/X** ([@kirkburnpc](#))  
Phil Ashcroft responsible, 01377 229368
7. Kirkburn Parish Council **Facebook** (<https://www.facebook.com/p/Kirkburn-Parish-Council-100064360074905/>)  
Beverley Didsbury responsible, 07586 545550

## Section 4- Warning and Informing

This section contains public information for various incident types that your Community Emergency Team may be able to help cascade to members of the community. Emergency responders may also issue advice through their website, emails to you and through radio announcements.

- Heavy Winds
  - Secure loose objects such as ladders and garden furniture.
  - Close and securely fasten doors and windows, including garages.
  - Park vehicles in a garage or in a place clear of buildings, trees and fences.
  - Stay indoors if possible.
  - If you need to go outside, do not walk or shelter close to buildings or trees.
  - Don't carry out repairs whilst the storm is in progress.
  - Do not drive unless your journey is essential and avoid exposed routes.
  - Do not touch electric/telephone cables which may have to be blown down.
- Heat Wave
  - Try and plan your day to stay out of the heat, keep rooms shaded and, where possible, use a fan.
  - If you must go out, stay in the shade, wear a hat and loose fitting clothing.
  - Drink plenty of fluids.
  - Don't leave animals unattended in cars in warm weather.
  - Seek medical help if you suffer from heat exhaustion or heat stroke. Remain somewhere cool, sponge yourself with cold water and drink plenty of fluids.
  - For more detailed information see Public Health England's Heatwave Plan for England <https://www.gov.uk/government/publications/heatwave-plan-for-england>
- Snow and Ice
  - Carry an emergency car kit - mobile phone, car charger, first aid kit, warm waterproof clothes, blanket, food, water, torch (with spare batteries).
  - Inform a friend or family member of your intended travel arrangements and expected arrival time.
  - Wear a hat.
  - Watch out for signs of hypothermia - uncontrollable shivering, slow or slurred speech, drowsiness and memory lapse.
  - Don't drive unless you absolutely need to.

- Flooding

- Listen to your local radio and TV weather forecasts for advice from the emergency services.
- Move your car to higher ground.
- Empty furniture drawers and cupboards. Place the contents and any furniture you can upstairs.
- Fasten plastic bags round the legs of wooden furniture to help minimise absorption of water.
- Turn off mains gas and electricity.
- Put plugs in sinks and weigh them down to prevent backflow from the drains. Weigh down the loo seat too.
- Bring caged outdoor pets inside, move all pets with food, water, bedding and litter trays upstairs.
- Make sure any valuable or sentimental items and important documents are safe.

**REMEMBER** - We do not encourage communities to enter floodwater. Moving floodwater can be extremely powerful and easily knock people off their feet. There could also be unseen obstructions that could be hard or sharp, potentially causing serious injury, and there are risks of entanglement. Flooding can dislodge manhole covers that people could fall into and become trapped. Remember, floodwater will probably also contain raw sewage. . If you need to walk through floodwater consider using a pole (brush handle) to test the ground in front of you

**Always wash your hands/arms/legs with hot water and soap if you do come into contact with floodwater.**

**DO NOT allow children to play in floodwater.**

Put any flood protection in place.

Encourage members of the community to check on their neighbours, especially if they are elderly or live on their own.

**If people are advised to evacuate their homes**

- If people are advised to evacuate their homes, or are advised to evacuate, try and remind people of the steps they should take:
  - Grab 'Go bag' and check its contents.
  - Turn off electricity, gas and water supplies and unplug appliances.
  - Take their mobile phone and charger.
  - Take some spare clothes.
  - Take prescribed medication with them.
  - Take cash and credit cards.
  - Lock all doors and windows.

If they leave by car, take bottled water, a duvet or blankets and tune into the local radio for emergency advice and instructions.

## Section 5 - Emergency Contact Directory

### Contact details of elected members not on the emergency team or Parish Council

| Name                                                 | Contact Information    | Home address | E-mail address                                                                                     |
|------------------------------------------------------|------------------------|--------------|----------------------------------------------------------------------------------------------------|
| <b>Cllr Michael Lee</b><br>Driffield & Rural Ward    | Mobile<br>07740 639210 | N/A          | <a href="mailto:councillor.lee@eastriding.gov.uk">councillor.lee@eastriding.gov.uk</a>             |
| <b>Cllr Matt Rogers</b><br>Driffield & Rural Ward    | Mobile<br>07867 853059 | N/A          | <a href="mailto:councillor.rogers@eastriding.gov.uk">councillor.rogers@eastriding.gov.uk</a>       |
| <b>Cllr Mark Blakeston</b><br>Driffield & Rural Ward | Mobile<br>07710 100770 | N/A          | <a href="mailto:councillor.blakeston@eastriding.gov.uk">councillor.blakeston@eastriding.gov.uk</a> |

### Contact details of other community leaders that may be able to help (faith groups, community groups, etc)

| Name                                                                    | Contact Information  | Home address                                   | E-mail address                                                   |
|-------------------------------------------------------------------------|----------------------|------------------------------------------------|------------------------------------------------------------------|
| <b>The Revd Jane Anderson</b><br>Diocese of York<br>(Church of England) | Home<br>01377 219471 | The New Rectory<br>West End<br>BAINTON<br>YO25 | <a href="mailto:revjaney@talktalk.net">revjaney@talktalk.net</a> |

## Contact details of neighbouring Town and Parish Councils

| Name                         | Town/Parish                        | Contact Information                            | E-mail address                                                                                   |
|------------------------------|------------------------------------|------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Catherine Simpson<br>Clerk   | Garton on the Wolds Parish Council | Home<br>01430 871736<br>Mobile<br>07521 007860 | <a href="mailto:garton.clerk@hotmail.co.uk">garton.clerk@hotmail.co.uk</a>                       |
| Elaine Brooks<br>Clerk       | Bainton Parish Council             | Mobile<br>07502 275957                         | <a href="mailto:baintonparishcouncil@gmail.com">baintonparishcouncil@gmail.com</a>               |
| Stephen Sanderson<br>Clerk   | Hutton Cranswick Parish Council    | Home<br>01377 270058                           | <a href="mailto:clerk@huttoncranswickpc.gov.uk">clerk@huttoncranswickpc.gov.uk</a>               |
| Matthew Brown<br>Clerk       | Driffield Town Council             | Home<br>01377 254160                           | <a href="mailto:TownClerk@driffieldtowncouncil.gov.uk">TownClerk@driffieldtowncouncil.gov.uk</a> |
| Kath Warren-Lambert<br>Clerk | Tibthorpe Parish Council           | Home<br>01377 229209                           | <a href="mailto:TibthorpePC@outlook.com">TibthorpePC@outlook.com</a>                             |

## Other useful contact details

| Organisation                                                                                                                     | Telephone Number                                       | Website                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Anglian Water                                                                                                                    | 08457 145145                                           | <a href="http://www.anglianwater.co.uk">www.anglianwater.co.uk</a>                                                                                                                                                                                                                                                                                                     |
| Coastguard Non-Emergency                                                                                                         | 01262 672317                                           | <a href="http://www.gov.uk/government/organisations/maritime-and-coastguard-agency">www.gov.uk/government/organisations/maritime-and-coastguard-agency</a>                                                                                                                                                                                                             |
| East Riding of Yorkshire Council                                                                                                 | 01482 393939                                           | <a href="http://www.eastriding.gov.uk">www.eastriding.gov.uk</a>                                                                                                                                                                                                                                                                                                       |
| East Riding of Yorkshire Council <ul style="list-style-type: none"> <li>Flood &amp; Coastal Risk Management</li> </ul>           | 01482 395656 (in hours)<br>01482 887700 (out of hours) | <a href="http://www.eastriding.gov.uk">www.eastriding.gov.uk</a>                                                                                                                                                                                                                                                                                                       |
| Electricity Emergencies                                                                                                          | 08457 331331                                           | <a href="http://www.northernpowergrid.com">www.northernpowergrid.com</a>                                                                                                                                                                                                                                                                                               |
| Emergency Response <ul style="list-style-type: none"> <li>Ambulance</li> <li>Coastguard</li> <li>Fire</li> <li>Police</li> </ul> | 999                                                    | <a href="http://www.yas.nhs.uk">www.yas.nhs.uk</a><br><a href="http://www.gov.uk/government/organisations/maritime-and-coastguard-agency">www.gov.uk/government/organisations/maritime-and-coastguard-agency</a><br><a href="http://www.humbersidefire.gov.uk">www.humbersidefire.gov.uk</a><br><a href="http://www.humberside.police.uk">www.humberside.police.uk</a> |
| Environment Agency Floodline                                                                                                     | 08459 881188                                           | <a href="http://www.gov.uk/government/organisations/environment-agency">www.gov.uk/government/organisations/environment-agency</a>                                                                                                                                                                                                                                     |
| Environment Agency Incidents                                                                                                     | 0800 80 70 60                                          | <a href="http://www.gov.uk/government/organisations/environment-agency">www.gov.uk/government/organisations/environment-agency</a>                                                                                                                                                                                                                                     |
| Gas Emergencies                                                                                                                  | 0800 111 999                                           | <a href="http://www.northerngasnetworks.co.uk">www.northerngasnetworks.co.uk</a>                                                                                                                                                                                                                                                                                       |
| Hull City Council                                                                                                                | 01482 300300                                           | <a href="http://www.hullcc.gov.uk">www.hullcc.gov.uk</a>                                                                                                                                                                                                                                                                                                               |
| Met Office                                                                                                                       | 0370 900 0100                                          | <a href="http://www.metoffice.gov.uk/">www.metoffice.gov.uk/</a>                                                                                                                                                                                                                                                                                                       |

|                                                                                                                                                                                                                                                                                                                                                                                                                     |               |                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------|
| NHS 111                                                                                                                                                                                                                                                                                                                                                                                                             | 111           | <a href="http://www.111.nhs.uk">www.111.nhs.uk</a>                     |
| North East Lincolnshire Council                                                                                                                                                                                                                                                                                                                                                                                     | 01472 313131  | <a href="http://www.nelincs.gov.uk">www.nelincs.gov.uk</a>             |
| North Lincolnshire Council                                                                                                                                                                                                                                                                                                                                                                                          | 01724 297000  | <a href="http://www.northlincs.gov.uk">www.northlincs.gov.uk</a>       |
| Police Non-Emergency                                                                                                                                                                                                                                                                                                                                                                                                | 101           | <a href="http://www.humberside.police.uk">www.humberside.police.uk</a> |
| Severn Trent Water                                                                                                                                                                                                                                                                                                                                                                                                  | 0800 783 4444 | <a href="http://www.stwater.co.uk">www.stwater.co.uk</a>               |
| Yorkshire Water                                                                                                                                                                                                                                                                                                                                                                                                     | 08451 242424  | <a href="http://www.yorkshirewater.co.uk">www.yorkshirewater.co.uk</a> |
| <b>BBC Radio Humberside</b> - Tune in to 95.9FM or 1485am - <a href="http://www.bbc.co.uk/humber">www.bbc.co.uk/humber</a><br><b>Great Driffield Radio</b> - Tune in to 95.2FM or 107.2 - <a href="http://www.greatdriffieldradio.co.uk">www.greatdriffieldradio.co.uk</a><br><b>Driffield &amp; Wolds Weekly</b> - <a href="http://www.woldswweekly.co.uk">www.woldswweekly.co.uk</a> or all social media channels |               |                                                                        |

## Section 6) Plan Publication and Information

### Plan publication

Electronic copies of this plan have been e-mailed to [heps@eastriding.gov.uk](mailto:heps@eastriding.gov.uk)

The original electronic version of this plan is kept at the Clerk's home; 2 Orchard Court, Market Weighton, YO43 3QJ [clerk@kirkburnparishcouncil.org](mailto:clerk@kirkburnparishcouncil.org)

Backup electronic versions of this plan are kept by Phil Ashcroft, Chair (Smithy Cottage, Main Street, Kirkburn, YO25 9DU) and Dale Potter, Councillor.

Hard copies of this plan are kept by each member of the Emergency Team and at Kirkburn Village Hall.

A web version of the plan **with confidential information removed** has been posted on [www.kirkburnparishcouncil.eastriding.gov.uk](http://www.kirkburnparishcouncil.eastriding.gov.uk) for public information.

### Plan maintenance

The plan should be reviewed every 3 years. During the review every section of the plan should be checked for accuracy (telephone numbers, resource lists etc). Phil Ashcroft will have responsibility for reviewing the emergency plan and should report back to the Parish Council meeting to confirm that a review has taken place.

Any updates to the plan, or lessons that have been learned from exercises, should be approved by the parish council before the plan is changed.

Phil Ashcroft is responsible for providing an updated version of the plan to all plan holders.

This plan was last reviewed and updated on 1<sup>st</sup> May 2025 by Phil Ashcroft, Chair & Dale Potter, Councillor

## Plan exercise and review

This plan should be exercised 3 years after the review of the plan. Phil Ashcroft will have responsibility for arranging the exercise. An exercise guide and some potential scenarios are available at [www.heps.gov.uk](http://www.heps.gov.uk), or by calling 01482 393051.

Phil Ashcroft should make sure that all the people who are involved in the plan are aware of their role, and know that they might be contacted during an emergency. Training DVDs can be found at [www.heps.gov.uk](http://www.heps.gov.uk)

## Data protection

This plan will contain personal information once complete. Town and Parish Councils should be mindful of data protection legislation when completing and storing this plan.

Phil Ashcroft is responsible for ensuring the plans are appropriately controlled.

## Version control

| Version no | Date issued | Details                                                               | Drafted by                          | Approved by     |
|------------|-------------|-----------------------------------------------------------------------|-------------------------------------|-----------------|
| 2          | 05/12/2024  | Full review, contacts cleansed, shelters and incident rooms confirmed | Phil Ashcroft<br>Chair/Acting Clerk | All KPC Members |
| 3          | 18/02/2025  | Full review, contacts cleansed, shelters and incident rooms confirmed | Dale Potter<br>Councillor           | All KPC Members |
| 4          | 01/05/2025  | Updated to incorporate new Clerk's contact details                    | Phil Ashcroft<br>Chair              | All KPC Members |