Asby Parish Council

EMERGENCY PLAN

21st October 2026



Asby Parish Council

Parish Council Emergency Co-ordinators			
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Andy Dorset	Deputy Chair	Scalebeck Great Asby CA16 6TH	07889 364675 andydorset64@gmail.com
Graham Parkin	Member	Ion House, Great Asby, CA16 6HD	017683 51905 p7i3v4o8@gmail.com
Alistair Horn	Member	Low Griseburn, Asby, CA16 6QD	017683 41388 alijjhorn@gmail.com
Dianne Maughan	Member	Ash Garth, Great Asby, CA16 6ET	017683 51831 maughandianne@gmail.com

The Clerk

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1. INTRODUCTION

This Plan has been initiated by the Parish Council so that, in the event of an emergency occurring in the civil parish of Asby, there is a clear understanding of the roles and responsibilities of the various support agencies, and a plan to enlist local people to help others in the community - including a list of contacts should residents require help in the event of an emergency.

The plan is intended to provide a self-help response, during any emergency affecting the parish community when the normal emergency response by the Emergency Services and County/District Councils is delayed because of the scope or nature of the emergency.

2. AIM OF THIS PLAN

To provide a framework plan that will assist in the local response to an emergency, when assistance from the Emergency Services and other responders is delayed.

3. OBJECTIVES OF THIS PLAN

- To establish a local emergency management structure.
- To give an overview of roles and responsibilities.
- To detail cascade call out arrangements.
- To identify available community resources – personnel, equipment and emergency accommodation.

4. WHAT IS AN EMERGENCY?

The formal definition is “An incident arising, with or without warning, threatening or causing death or serious disruption to significant numbers of people, property or the environment, in excess of that which can be dealt with by the public services operating under normal conditions and requiring the special mobilisation and organisation of those services and the deployment of local authority staff and resources”.

Under the Civil Contingencies Act 2004 an emergency is defined as
‘An event or situation which threatens serious damage to

- Human welfare
- The environment
- Security of the United Kingdom.’

Westmorland and Furness County Council has a Contingency Planning Unit that works in partnership with the Emergency services and voluntary agencies in order to provide a co-ordinated response to a major incident.

The Police usually have overall responsibility for control and coordination in an emergency situation.

The county and district councils have specific responsibilities, which include establishing emergency centres, providing temporary accommodation for those made homeless and managing the longer-term recovery phase.

The purpose of this document is to provide guidance and information about local resources that may be essential in the event of an emergency within this parish.

This local plan has been drawn up under the auspices of the Parish Council, with help from representatives in the community who could be called upon for assistance. A key element is individual Councillors/community emergency Co-ordinators who would be the main contact for each limited geographical area,

5. CHANGE CONTROL:

VERSION	CHANGE	DATE
V1.7	1: Parish Councillor roles updated 2: Updated to reflect Westmorland and Furness Unitary County Council.	4th Sept 2026
V1.8	Update contact numbers for Village Hall key holders.	09th Sept 2026
V1.9	Updated section 17, communications to reflect Asby’s lack of mobile coverage .	25th Sept 2026
V2.0	Updated contact numbers	21st Oct 2026

LEVELS OF EMERGENCY

From initial research it has been established that there are three recognised levels of emergency:

1. A major catastrophic event requiring large capacity shelters and support. Such incidents would require very large premises (far larger than the Village Hall, for instance) to accommodate and manage large numbers of temporary "refugees". We need not concern ourselves too much with this category as the Parish Council would be approached as part of a measured, coordinated scheme initiated by a higher tier authority. The PCC of St Peter's Church has already agreed that the Church should be available if/whenever it might be needed.

2. A major emergency at County or District level, or beyond, where the management of the event would be undertaken at County or District level. Whilst the Village Hall could well be a receiving station for dispersed persons, and selected local people involved in support, this need not be of immediate concern locally, as support services such as Westmorland and Furness Emergency Assistance Centre staff, Westmorland and Furness County Council's Services for Families and other Voluntary Agencies such as the Royal Voluntary Service would be galvanised into action.

3. A local emergency within the Parish of Asby which, though inevitably involving the higher levels of Government for support (such as the supply of sandbags to deal with flooding), needs a high level of local involvement by local people as it is they who are most likely to know who is likely to be at risk and/or in need.

This Plan concentrates entirely on this third category.

7. WHAT SORT OF EMERGENCY?

Three types of event which could trigger a local emergency:

- Flooding, severe storms.
- Large scale evacuation due to a major event, e.g. major fire, pollution incident.
- A pandemic health threat.

Whilst all three would inevitably involve the emergency services and/or the major authorities, the knowledge of local people will be vital in mitigating the effects on the local community. Flooding is perhaps the most likely future scenario.

8. WHO IS RESPONSIBLE, FOR WHAT, IN AN EMERGENCY?

This document lists the principal actions of each organisation. However, it must be noted that it may not always be possible for all actions to be carried out during all emergencies.

Responding organisations have limited resources so may not be able to provide assistance in all circumstances. In such cases, the owners and occupiers need to be aware that they should make their own arrangements to protect their property from risk, especially flooding.

Many factors may influence the level of response to specific emergencies. Priority is to be given to those that are vulnerable or at high risk when assisting people. The classification of roads may be used in prioritising the response to road flooding; protection of commercial property may depend on the risk of environmental pollution from stored chemicals etc.

9. PARISH ROLES AND RESPONSIBILITIES

9a. Role of the Parish Emergency Co-ordinators

The role of the Parish emergency co-ordinators is:

- To advise and help local community preparations for the response to an emergency.
- Assess local problems that may arise in the event of abnormal circumstances such as a major incident or a natural disaster occurring.
- Identify vulnerable local residents such as the elderly who may require assistance.
- To determine the capabilities of the community to care for itself during an emergency in the absence of support from the emergency services and county/district authorities.
- To prepare and maintain the Community Emergency Resources Register.

Role of the Parish emergency co-ordinator *during* a major incident.

- Assess the situation within the community.
- If isolated, co-ordinate some immediate self-help recovery.
- To report the local situation to Westmorland and Furness Council during office hours; please refer to Appendix 2a
- To organise such local resources as are available within the community.
- To provide local knowledge to the emergency services or other organisations, as and when they are able to respond to the incident.

9b. Responsibilities of the Parish Emergency Co-ordinator

- To ensure that Councillors are aware of their role should an emergency occur.
- To ensure that the local community is aware of the Parish Council's Emergency Plan and that residents are aware of Councillors' contact details.
- To ensure that all those involved in the cascade call out system are aware of what action they have to take.
- The Cascade system will be duplex (one person informs the next 2 people on the list, to ensure are all aware, in the sequence outlined in the PC Emergency Co-ordinators on page 2)
- To maintain the Community Emergency Resource Register with the aid of the Councillors.
- To liaise with the District's Emergency Planning & Resilience Officer to identify suitable training that may be available to emergency volunteers.

10. RESPONSIBILITIES OF COUNCILLORS

- To assist the Parish Emergency Co-ordinator in identifying other community volunteers.
- To assist the Parish Council in dealing with any emergency which may affect the community.

Parish Council Chairperson will be the lead **Parish Emergency Co-ordinator.** If Garret Fitzpatrick is unavailable, this role will cascade down through the list of councillors on page 2.

11. ROLES AND RESPONSIBILITIES OF OTHER AGENCIES

The Emergency Services will normally provide most of the initial response. They will be supported by the local authorities (District and County Councils), Environment Agency, utility (Gas, water and electricity) companies and voluntary organisations. The emergency services' main role will most frequently be to save life. **If there is any risk to life, contact 999.** The Fire and Rescue Service is responsible for rescuing survivors. The Ambulance service is responsible for treating casualties and taking them to hospital. The Police will help co-ordinate this work. To access the Mountain Rescue Team, please dial 999 and ask for the Mountain Rescue, some of whom are trained in flood rescue work.

Police (phone 101)
Inform other emergency services about the incident.
- Co-ordinate the emergency services and other organisations during the response phase.
- Protect and preserve the scene.
- Investigate the incident alongside other investigative organisations.
- Collect and pass on information about casualties.
- Identify those involved.
- Restore stability with the aim of restoring normality.

Fire and Rescue Service (phone 999)
- Inform other emergency services about the incident.
- Rescue.
- Respond to all emergency incidents as required.
- Assist the populace where a need is identified and the use of Fire Service personnel and equipment is relevant.
- Tackle fires or chemicals which have been spilt and other dangerous situations.
- Make sure all personnel involved in the rescue work are safe.
- Gather information and carry out hazard assessments.
- Help ambulance service get live casualties away from the scene.
- Help Police recover bodies.
- Restore stability with the aim of restoring normality.

Ambulance Service (phone 999)
- Inform other emergency services about the incident.
- Provide a focal point for all medical resources.
- Identify and contact the appropriate receiving hospitals.
- Set up a casualty clearing station.
- Prioritise casualties so that their injuries can be treated.
- Prioritise which casualties must be evacuated using appropriate transport.
- Restore stability with the aim of restoring normality.

Environment Agency (phone 0800 807060)
- Issue Flood Warnings.
- Receive and record details of flooding incidents.
- Monitor the situation and advise other organisations.
- Deal with emergency repairs and blockages on main rivers, adopted critical watercourses and their own structures.
- Respond to pollution incidents.
- Advise on waste disposal issues.

Westmorland and Furness County Council (phone 0300 373 3300)
- Co-ordinate emergency arrangements and voluntary agency support.
- Support the emergency services and district councils.
- Help people in distress e.g. through the provision of a trauma support service.
- Maintain safe conditions on the roads excluding those managed by the Highways Agency or private roads.
- Put flood warning signs on the highway.
- Organise road closures and traffic diversions.
- Clear blockages on highway drainage systems.
- Clear road side gullies.
- May take action to protect property from flooding by water from the highway where there is a failure of the highway drainage system.

Asby Parish Council Emergency Team (Contact details on page 2)

- Creation of a Flood Plan, based on the specific flooding event.
- Liaison with the Environment Agency.
- Flood warning dissemination (by local agreement with Environment Agency).
- Appointment of “Flood Team” for each local area.
- Identification of vulnerable groups – e.g. elderly or disabled.
- Assist with distribution of sandbags from village hall and district council stockpiles.
- Assist the District Council to warn and inform the public regarding emergencies, at local level.
- Pass information regarding local issues and needs to key responders, via the District Council.

United Utilities Water (phone 0345 672 3723)

- Emergency over pumping or tankering at sewage pumping stations.
- Clearing blockages in public sewers.
- May take action to protect property from flooding by water from the public water mains or discharges from the public sewerage systems.

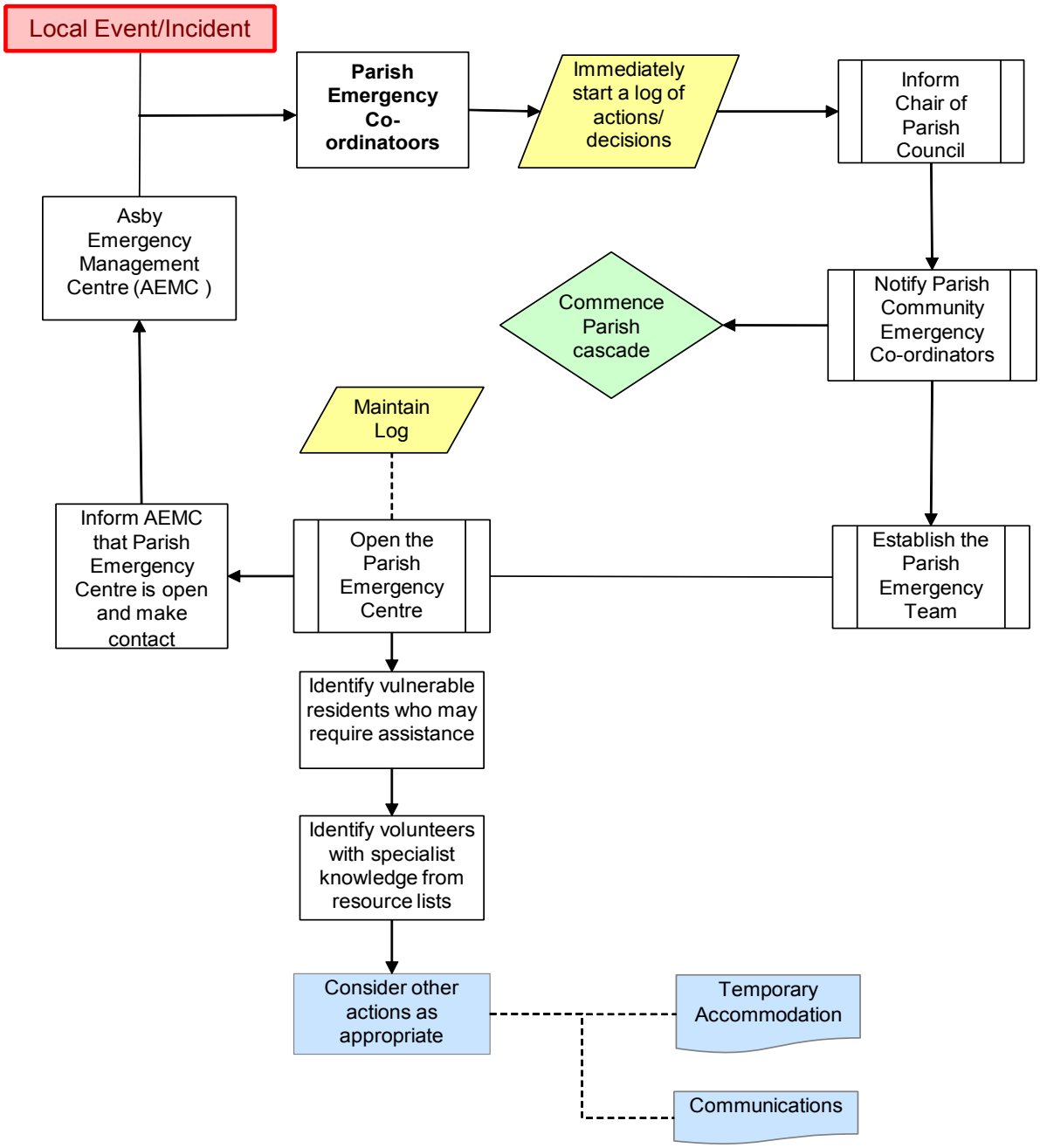
Electricity, Gas and Telecommunication Companies

- Gas – National Grid (**phone 0800 111999**).
- Electricity - problems with high voltage towers, overhead electricity lines or substations –National Grid (phone **0800 404090**).
- Electricity – power supply - UK Power Networks (**phone 105**).
- Attend to emergencies relating to their service at properties putting life at risk as a result of flooding.
- Attend to flooding emergencies at their own serviced installations.

12. COMMUNICATIONS PROCEDURE. (ALSO APPENDIX B)

RESPONSE FLOWCHART

The flowchart below shows the contact points necessary in the event of an emergency.



13. RESPONSE ACTION

A central register of sources of voluntary assistance is attached at Appendix C1, C2 and C3.
Provided volunteers would be working under the sole control of the Parish Council and with any hand tools owned by the volunteers or the Parish Council, they would be covered under the Parish Council's Insurance Policy. However, this does not extend to material damage to the tools themselves which, if owned by the volunteer, should be covered (if required) under their own policy.

All calls upon the voluntary sector must be made via either the Flood Coordinator or the Parish Emergency Team.

14. ACTIVATION ARRANGEMENTS

The Parish Emergency Team (Parish Councillors) will co-opt volunteers with specialist knowledge when they have been identified, e.g. trained first-aiders.
Depending on the situation, the following procedure will be followed:

14.1 Initial Contact

The District Council (Emergency Centre) will contact ONE named person on the Parish Council, who will initiate the Contact Cascade about the incident, ideally starting with the Parish Emergency Co-ordinator.
They will;

a. Give as much information as possible.
b. Advise on a course of action, if appropriate.
c. Request advice on the local situation, if appropriate.

For locally developing emergencies, the Parish Emergency Co-ordinator will initiate the Parish cascade and notify Emergency Services, if not already contacted, then the District Council with information about the incident numbers as above.

14.2 Parish Cascade

The person contacted will:
a. Activate the Parish Cascade by calling the next two people on the list who will contact the next two people in a round robin fashion, skipping a name in the case of non-availability.
b. Convene, if necessary, a meeting of the Parish Emergency Co-ordinators.

14.3 Parish Emergency Co-ordinators

The Parish Emergency Co-ordinators will:
a. Comply, if possible, with any advice or request from the District Council or Emergency Services.
b. Establish a communications link with the District Emergency Management Centre and maintain it for the duration of the emergency. This link will normally be established at the parish emergency centre / Village Hall.
c. Consolidate and disseminate information to residents and outside organisations.
d. In the event of the village becoming isolated, undertake co-ordination of effort to sustain the local community

15. PARISH EMERGENCY CONTROL CENTRE

A building should be identified that is capable of being used as a 24-hour parish emergency control centre. It should preferably have a central location and be well known to local residents. Consideration should be given to communications e.g. telephone, mobile coverage and WiFi. The building should include cooking, washing and toilet facilities.

The address of the Parish Emergency Control Centre (PECC) is:

Village Hall
Great Asby,
CA16 6EZ
Tel: 017683 51917

15.1 Key lock is on the righthand side of the main access door and the key code can be retrieved from the Key Code holders below:

A: Jane Close	Greenlea	07949 795 442
B: Geoff Johnson	2 Asby Hall Mews	017683 51 228
C: Steven Alderson	Barn End	017683 53 072
D: Andy Dorset	Scalebeck	07889 364 675

It will be necessary to prepare an incident box containing ordnance survey maps, vulnerable people and other useful items to the Emergency services. Particular emphasis needs to be applied to the tracking of vulnerable people. In the past at major incidents tracking the whereabouts of folk evacuated has occasionally been challenging – for example folk go off with family or friends without telling anyone.

Remember the role of the Parish Council is to be available to assist the Emergency services as required but not impede their operations.

16. TEMPORARY ACCOMMODATION –

(In the event of people being made homeless or needing shelter)
Westmorland and Furness Council have the responsibility for opening and managing rest centres, for families and voluntary organisations. Westmorland and Furness Council identified suitable premises. For Asby, potentially the Village hall could be an option.

Transport to take evacuees to the Rest Centre where they will be given practical and emotional support.

Role of the Police Casualty Bureau

Often during major incidents the police will set up a Casualty Bureau to specifically deal with missing persons, survivors, evacuees and witnesses involved, or believed to have been involved, in the incident. It is not a general information bureau and is designed to register information and details rather than provide general information on an incident.
The police will provide a number of telephone lines, but depending on the volume of calls, you may experience a delay in getting through. Make a note of the reference number given and quote this when speaking to staff at the Casualty Bureau.
When casualties or survivors are identified, the enquirer is told as soon as practicable following their call, but bear in mind that this can take a while. If you have contacted the Casualty Bureau number to report a missing person and then subsequently locate them, make sure that you call the Casualty Bureau back to let them know. This will allow the police and other organisations to focus on finding those people that are still missing.
The Casualty Bureau telephone number will be different for every incident. If one has been established the number will appear on the homepage of this website; it will also be broadcast on news bulletins.

However in the event that normal arrangements are delayed the Parish may have a Church or Village hall or similar which can be used to give emergency shelter to those who have to leave their homes during an emergency. An alternative could be a school, scout/guide accommodation, barn or outbuilding.

The following items may be required if available:

Blankets	First aid equipment	Radio
Space heaters	Crockery	Toilet
Camp beds	Cutlery	Waste disposal bags
Fire fighting equipment	Care of pets	Bottled water and food.

17 COMMUNICATIONS

17.1 Loss of communications

If landlines and mobiles are affected by the emergency, communications within the community should be considered using local people if safe to do so.

Critical risk to the success of an Emergency Plan is Asby's total reliance on landlines and VoWiFi (Voice over WiFi, also known as WiFi calling) due to the lack of mobile coverage across most of Asby Parish. In the most serious circumstances, Asby could be left totally isolated if the landlines and broadband connection all go down.

Causes & Vulnerabilities:

- Geographical isolation, or lack of working commercial telecom infrastructure.
- Secondary causes such as power outages, severe weather events (e.g., storms, flooding), or service provider technical failures.

Impacts & Consequences:

- **Emergency Services Access:** Inability for residents to dial 999/112 from landlines or travel to a mobile coverage area with corresponding delays to access Emergency Authorities.
- **Public Information Disruption:** Inability to receive real-time emergency alerts, severe weather warnings, or evacuation updates via any channels.
- **Isolation of Vulnerable Individuals:** Increased risk to elderly, medically dependent, or isolated residents who rely on mobile networks or digital telecare alarms for welfare checks and support.
- **Operational Disruption:** Impaired response times and coordination for emergency first responders and community resilience groups attempting to communicate in the area.

Actions ongoing:

- **Connecting Cumbria Case Ref: TF175807 Great Asby Mobile Coverage:** This case has been raised to ensure the Asby lack of coverage is formalised and tracked**.** The lack of coverage is also being progressed by Tim Farron, Member of Parliament for Westmorland and Lonsdale.
- Catherine Weldon <catherine.weldon@connectingcumbria.org.uk>
- Euan Stainthorp <euan.stainthorp@connectingcumbria.org.uk>

Eden Community Resilience Group:

- Garret Fitzpatrick is on the meeting invite and action output from the monthly Eden Community Resilience Group meetings to raise awareness of the lack of mobile coverage.

APPENDIX A1

REPRESENTATIVES OF ASBY PARISH COUNCIL

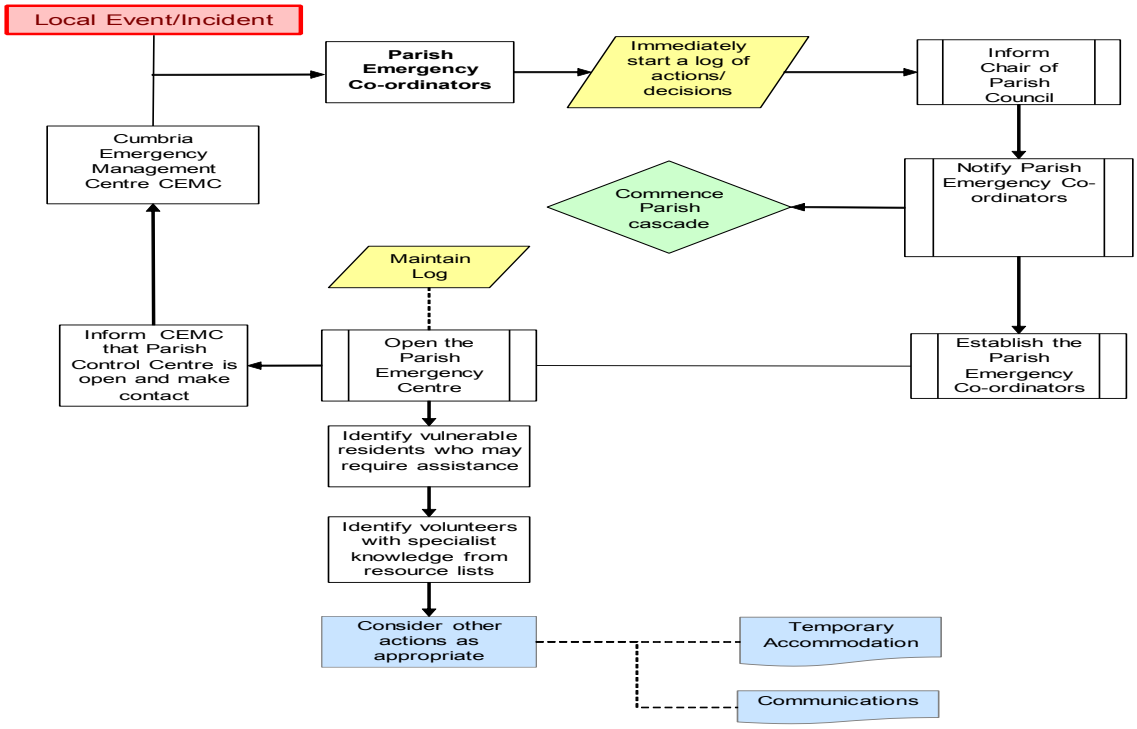
Name	Role	Address	Contact details
Garret Fitzpatrick	Chair	Great Kettle Barn, Great Asby, CA16 6EX	07803 278 885 fitzgkb@gmail.com
Andy Dorset	Deputy Chair	Scalebeck Great Asby CA16 6TH	07889 364675 andydorset64@gmail.com
Graham Parkin	Member	Ion House, Great Asby, CA16 6HD	017683 51905 p7i3v4o8@gmail.com
Dianne Maughan	Member	Ash Garth, Great Asby, CA16 6ET	017683 51831 maughandianne@gmail.com
Alistair Horn	Member	Low Griseburn, Asby, CA16 6QD	017683 41388 alijjhorn@gmail.com

APPENDIX A2 – CONTACTS

ORGANISATION		TELEPHONE [OFFICE HOURS]	EMERGENCIES/24 HOURS	WEBSITE ADDRESS
EMERGENCY SERVICES				
AMBULANCE SERVICE			999 OR 112	
FIRE & RESCUE			999 OR 112	
POLICE		101	999 OR 112	
Kirkby Stephen Mountain Rescue (local team to GA)		Dial 999 and ask for Cumbria Police, followed by Mountain Rescue.		www. ksmrt.org.uk
NHS DIRECT		111	24 hour line	www.nhsdirect.nhs.uk
ENVIRONMENT AGENCY	Main switchboard	03708 506 506	0800 807060	www.environment-agency.gov.uk
FLOODLINE	To report flooding	0345 988 1188	24 hour line	
NATIONAL FLOOD FORUM	Advice on flood defence.	01299 403 055		www.floodforum.org.uk
UTILITIES				
ELECTRICITY POWER CUTS		105	105	https:// www.northernpowergrid.com/power-cuts
GAS	National Grid	0800 111999	0800 111999	www.nationalgrid.com
TELECOMMUNICATIONS	BT	150	150	www.bt.com
WATER	United Utilities	0345 672 3723	0345 672 3723	www.unitedutilities.com
AUTHORITIES				
WESTMORLAND AND FURNESS COUNTY COUNCIL		0300 373 3300	0300 373 3300	https:// www.westmorlandandfurness.gov.uk/
WESTMORLAND AND FURNESS OUNTY COUNCIL flood event notification		0300 303 2992	0870 428 6905	

APPENDIX B

RESPONSE FLOW CHART



APPENDIX C1 a

LIST OF RESOURCES – HUMAN SKILLS			
	Nearest base	**Emergencies / 24 hours**	**Telephone Office hours**
EMERGENCY SERVICES			
Ambulance Police Fire and Rescue		999 or 112 999 or 112 999 or 112	101
DOCTORS NURSES TRAINED FIRST AID PEOPLE VOLUNTARY ORGANISATIONS DENTISTS GOOD LISTENERS			

APPENDIX C2

LIST OF RESOURCES – MATERIALS			
	First name Address	**Skills Occupation**	**Telephone number**
Sand Bags	Village Hall	Accessed via Key holder – Appendix C3	Key holder – Appendix C3
Plant Hire	F. Potts and Son 4 The Sands Bongate Appleby. CA16 6XP	JCB and mini diggers with operators available	017683 51544
Agricultural Engineers / Machinery suppliers	H Pigney & Sons Chapel Street, Appleby, CA16 6Q	Agricultural Engineers / Machinery suppliers	017683 51240
Builders Merchants	JT Atkinson Crosscroft Industrial Estate, Appleby, CA16 6HX,	Builders Merchants	017683 52466
Shell	North Road Edenside, Kirkby Stephen CA17 4RP,	24 hour petrol And 24 hour shop	017683 71844

APPENDIX C1 b

LIST OF RESOURCES – HUMAN SKILLS			
	Nearest Base	**Emergency / 24 hours**	**Telephone Office hours**
VETS **PHARMACISTS**			

APPENDIX C3

LIST OF RESOURCES – USEFUL PREMISES		
Location	Type of premises	Key code holder contact details
Asby Village Hall	Hall with cooking facilities, toilets, broadband and cinema .	Jane Close, Greenlea. Tel: 07949795442 Andy Dorset, Scalebeck. Tel: 07889 364 675 Steven Alderson, Barn End. Tel: 017683 53072 Geoff Johnson, 2 Asby Hall Mews. Tel: 017683 51228

FLOOD Information

ASBY PARISH COUNCIL

Asby Parish does not have a flood plan. In the event of flooding in the settlement of Great Asby, to ensure that there is a clear understanding of the roles and responsibilities of the various support agencies, and a list of contacts should residents require help in the event of an emergency. The Asby Parish Council Emergency Plan, and its Appendices, as below:-

Appendix A 1 – List of Councillors
Appendix B – Flowchart for contacts in an emergency
Appendix C1,2,& 3 – List of volunteer equipment owners
Appendix E Who does what during a flood
Appendix F1 Map showing areas at risk of flooding

The plan has been drawn up under the auspices of the Parish Council, with help from representatives in the community who could be called upon to provide assistance. A key element is the appointment of "Councillors/Area Co-ordinators" who would be the main contact for each limited geographical area, who would co-ordinate local needs (e.g. provision of sandbags, assistance for the elderly, etc.) and report to the overall Flood Coordinator or the Parish Emergency Planning Coordinator.
Please see Appendix A for contact names and telephone numbers.

1. FLOOD RISK AREAS

This identifies potential risk areas, as identified by the Environment Agency, This note identifies a number of events, any one of which could cause flooding to a greater or lesser extent in parts of Great Asby

1.1. Asby Beck

1.2. Dale Beck lower reach - Roman Bridge

1.3. Hillside Sykes

2. POSSIBLE FLOOD CAUSES, THEIR PREVENTION, AND ACTION TO BE TAKEN IN THE EVENT OF AN EMERGENCY

2.1. Blockage or Collapse of a culvert To prevent a blockage occurring, the local householders should monitor the culverts and bridges, and clear them of any accumulating debris if they can, with the help, if necessary, of Westmorland and Furness County Council or the Environment Agency. Note that this is particularly important all along the beck at a time of prolonged or torrential rainfall, when one of the three chief coordinators identified at Appendix A should also be informed as soon as possible of any accumulation of debris that could either block or restrict water flow, or float onwards and cause problems further downstream.

If at any time a blockage is causing, or threatening to cause, a blockage, one of the coordinators identified at Appendix A should be warned as soon as possible. If neither can be contacted, phone the **Environment Agency direct on 0845 988 1188.**

2.2. Prolonged rainfall threatens or overloads a culvert or a bridge

The Environment Agency has Flood warning messages on their website. Each Parish Emergency Co-ordinator should sign up to receive flood warning messages by contacting Floodline on **0845 988 1188**, this is free of charge.

3. LOCAL FLOOD ACTIONS

3.1. With careful planning, local flood action can reduce, or possibly reduce, the impact of flooding. Sensible precautions should be taken to avoid risk to life by rising flood waters, and exposure to health risks, for instance due to pollution of the foul sewer system. **It is the responsibility of individual householders to take whatever preventive measures they consider necessary to avoid damage to their property in the event of a flood.** Local action could include placing of plastic sheeting and boarding across openings, blocking air bricks, laying of sandbag walls or temporary defence systems and moving valuable or perishable items (including insurance policies and other personal documents) upstairs or otherwise out of reach.
A series of advisory leaflets may be obtained from the Environment Agency, limited material (Floodpact) is available for the Parish Council Offices. Information is also available on the:

- CCC website https://www.westmorlandandfurness.gov.uk/planning-and-building-control/environment-and-planning/flooding-management-and-prevention/flooding-support
- The National Flood Forum website www.floodforum.org.uk . Contact number 01299 403055
- Environment Agency website www.environment-agency.gov.uk/subjects/flood.

- **3.2. Property Owners**
- When you renew your insurance policy each year, ensure that it is adequate for flood damage.
- Move to a safe area if life is at risk.
- Prevent water from entering property if possible.
- Switch off electricity and gas supplies at mains.
- Move valuable possessions above areas liable to be flooded.
- Move vehicles to higher ground, but in a place which is unlikely to hinder emergency vehicles or be a nuisance to local residents.

4. FLOOD WARNINGS – Asby does not receive these

4.1 The Environment Agency's Local Flood Warning Plans provide details of flood warning arrangements for specific areas. However, we understand that at present this is restricted to only where automatic sensors have been installed. The EA will issue Flood Watch messages from these when

- Flooding of low-lying land is expected;
- Flood Warnings when flooding of homes and businesses is expected;
- Severe warnings when there is extreme danger to life and property; and
- All-Clear messages when earlier warnings are no longer in force in the area.

Residents can register to receive flood warnings by contacting Floodline on 0845 988 1188 or by visiting the Environment Agency website.

2. During a flood, information is available from the Environment Agency's web-site: www.environment-agency.gov.uk or the Environment Agency's overall Floodline service: 0845 988 1188. Floodline uses QuickDial numbers to speed up access to local flood information, related to geographic areas.

The Agency will also arrange to call all those who have registered with them, when a potential flood is likely to put them at risk. Copies of the application form can be obtained from the Environment Agency.

5. FLOOD TRIGGERS

Following periods of heavy rain it will be necessary to monitor the beck more regularly to make sure they are no restrictions. When the EA has indicated imminent floods there will need to be consideration given to assisting vulnerable groups to undertake tasks like moving valuables to higher levels etc.

5.1 Flood action should automatically be triggered by the Environment Agency, but would additionally be triggered by one of the three Coordinators listed at Appendix A, in consultation with each other, based on information which they may have received (eg. from residents).

5.2 Whilst EA are now responsible they do not currently have the technical facilities in place to provide automatic warnings. Until this situation is rectified, local trigger points will need to be adopted.

5.3 Residents in known areas of flooding, will need to be especially vigilant and trigger the alarm, through their PC Emergency Co-ordinators, when water threatens their properties. However, without any obvious current flood alleviation routes, action may be limited to individual damage limitation.

ALL SUCH TRIGGER LEVELS MUST BE REPORTED TO ONE OF THE COORDINATORS LISTED AT APPENDIX A, WHO WILL BE RESPONSIBLE FOR MOBILISING LOCAL EFFORTS AND LIAISING WITH OTHER AUTHORITIES.

APPENDIX E

WHO DOES WHAT DURING A FLOOD

Environment Agency
- Issue Flood Warnings
- Receive and record details of flooding incidents
- Monitor the situation and advise other organisations
- Deal with emergency repairs and blockages on main rivers, arterial watercourses in Great Asby and own structures
- Respond to pollution incidents
- Advise on waste disposal issues
- Issue warnings when there is a risk of flooding occurring; alerting those who have registered, in areas where the service can be provided.

County Council
- Flood warning dissemination (by local agreement with Environment Agency) Co-ordinate emergency arrangements
- Maintain safe conditions on the roads
- Put flood warning signs on the highway
- Organise road closures and traffic diversions
- Clear blockages on highway drainage systems - blocked road channels and gully gratings, storm debris
- May take action to protect property from flooding by water from the highway where there is a failure of the highway drainage system
- Assist with providing transport for evacuees to rest centres.
- Emergency assistance (Civil Contingencies Act 2004) — Provide sandbags to houses at imminent danger of flooding
- Clear blocked watercourses (Land Drainage Act powers) NB Arterial watercourses in Great Asby are managed by the Environment Agency
- Environmental health issues — pollution
- Blocked road channels and gully gratings — routine street cleaning only.
- Emergency planning support groups
- Waste and debris removal

Parish Council
- Flood warning dissemination (by local agreement with Environment Agency)
- Make available sand bags and sand, may be able to deliver subject to agreement

Fire and Rescue Service
- Rescue
- Respond to all emergency incidents as required
- Assist the populace where a need is identified and the use of Fire Service personnel and equipment is relevant

Water Companies
- Emergency over pumping or tankering at pumping stations
- Clearing blockages in public sewers
- May take action to protect property from flooding by water from the public water mains or discharges from the public sewerage systems

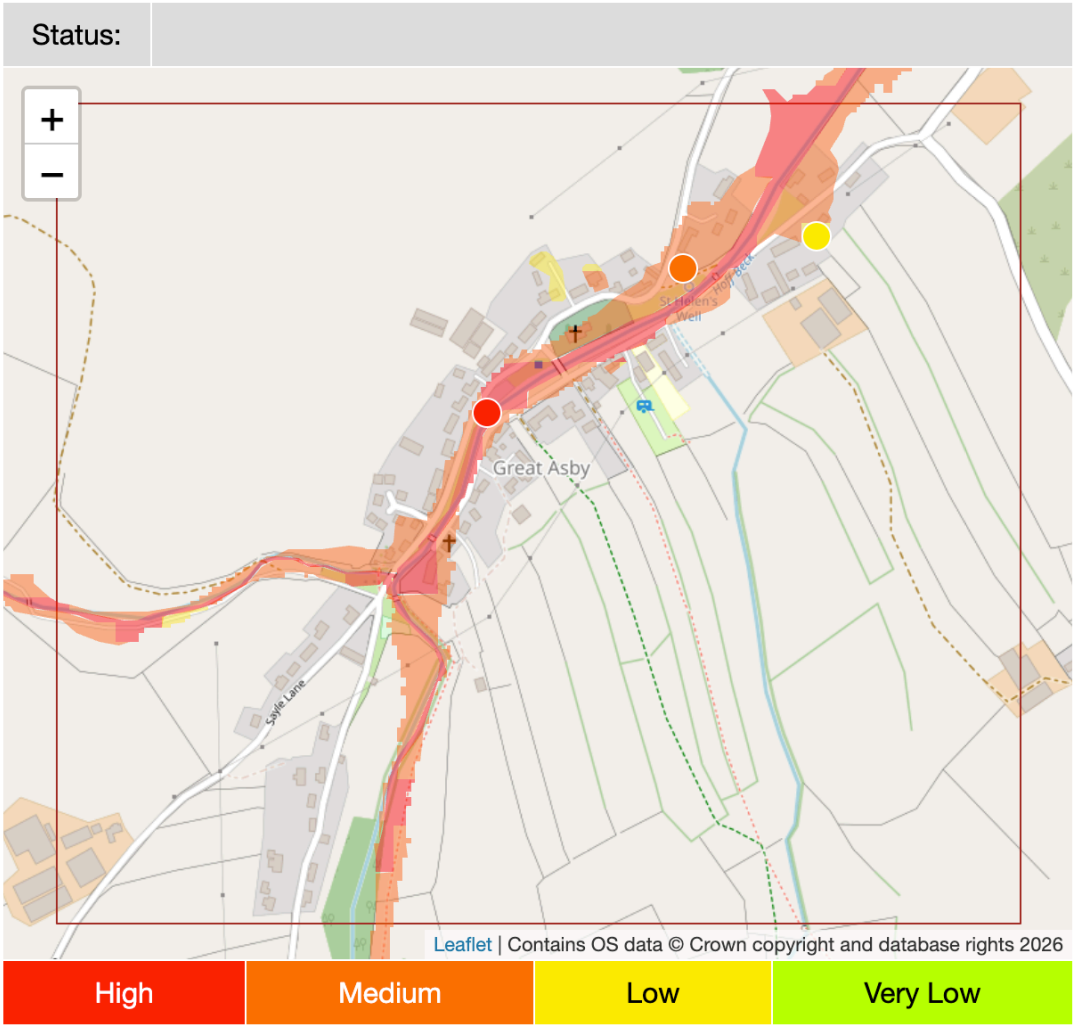
Electricity, Gas and Telecommunication Companies
- Attend to emergencies relating to their service at properties putting life at risk as a result of flooding
- Attend to flooding emergencies at their own serviced installations

Large Industrial Companies
- Protect own premises and installations
- Source of resources which could be hired

Property Owners
- Move to a safe area if life at risk
- Prevent water from entering property if possible
- Switch off electricity and gas supplies at mains
- Move valuable possessions above areas liable to be flooded
- Consider developing flood plans, moving their vehicles to a higher level
- Call 999 if there is a need to be evacuated

- Only switch of gas and electricity if the property is not flooded and it is safe to do so
- Collect together essential items such as medication, blankets, baby food, nappies, torch and batteries, bottled water and food when there is a risk of flooding.

APPENDIX F1 **Map – showing flood risk areas**



APPENDIX G **Civil Contingencies Act 2004 available from:**

www.opsi.gov.uk

APPENDIX H **Environment Agencies Catchment Flood Management Plan and Flooding Minimising the Risk:**

https://www.gov.uk/government/organisations/environment-agency

APPENDIX I

INCIDENT EVENT LOG – TEMPLATE

LOCATION: **DATE:**

TIME	ACTION	BY WHOM
Log Keeper Name:		Signature:

DO NOT DESTROY THIS LOG IT WILL BE IMPORTANT WHEN ANALYSING THE RESPONSE TO AN EMERGENCY. IT MUST BE RETAINED FOR LEGAL PURPOSES.

SITUATION REPORT – TEMPLATE

Council name	
Name & role	
Contact details	
Time & date	
Parish overview	
Casualties	
Hazards	
Roads	
Vulnerable people at risk	
Summary of emergency service activity	
Current parish tasks	
Resources available	
Resources needed	