



Claydon & Whitton Community Emergency Plan

Adopted 24th June 2013
Reviewed following the Parish Council AGM 12th May 2014
Revised 16th November 2017

This Plan sets out arrangements and contact details for emergencies that may affect the community in the parishes of Claydon and Whitton (Rural).

IF THERE IS IMMEDIATE DANGER CALL 999

Should an emergency arise in your own home or immediate vicinity which requires outside help, you should summon the **EMERGENCY SERVICES (Police, Fire, Ambulance) on 999**. Do not place yourself in danger or ask others to do anything that could place them in danger.

**IF IT IS NOT A 999 EMERGENCY, BUT YOU NEED TO CONTACT
THE POLICE, CALL 101
IF IT IS NOT A 999 EMERGENCY, BUT YOU NEED MEDICAL HELP
FROM THE NHS FAST, CALL 111
ALL ELECTRICAL EMERGENCIES CALL 150**

IN CASE OF AN EMERGENCY IN CLAYDON OR WHITTON RURAL, PLEASE CONTACT ONE OF THE FOLLOWING:

Acting Coordinator

Planning Group Chairman:

Deputy Coordinators:

Mrs Susan Herbert mobile 07980 893 277

Mrs Pat Hadden mobile 075 4155 8820

Mr Kevin Kitchen mobile 078 7511 5340

Other Useful Emergency Contacts:

SUFFOLK JOINT EMERGENCY PLANNING UNIT (public number, office hours) 01473 265321
or email emergency.planning@suffolk.gov.uk
POLICE non-emergency www.suffolk.gov.uk 101
EMERGENCY SERVICE CENTRE (ESC) at Ipswich CCTV (24/7) 01473 433444
SUFFOLK COUNTY COUNCIL www.suffolk.gov.uk 0345 606 6067
TRADING STANDARDS (office hours only; out of hours, contact ESC above) 01473 264859

FOR AREA HIGHWAYS; CHILDREN & YOUNG PEOPLES SERVICES; or ADULT CARE SERVICES:
 contact SUFFOLK COUNTY COUNCIL (office hours; see above) or ESC (out of hours; see above)
 BABERGH/MID SUFFOLK DISTRICT COUNCIL 0300 1234000 or in emergencies [0808 168 7794](tel:08081687794)
 ENVIRONMENT AGENCY FLOODLINE www.environment-agency.gov.uk 0345 988 1188
*[The Emergency Plan Coordinator and the Claydon & Whitton Parish Clerk (see page 4)
 hold Environment Agency Flood Risk Maps for Claydon & Whitton (Rural) if required]*

GAS 0800 111999
 ELECTRICITY 105
 ANGLIAN WATER 0843 850 2148
 ESSEX & SUFFOLK WATER 0345 7820999
 UK POWER NETWORKS 0800 31 63 105
*[If you have a power cut, text Power followed by your postcode to 80876. Regular
 updates will be provided until your power is restored]*

HIGHWAYS AGENCY (A14; A12 trunk roads only) 0300 123 5000
 ROAD TRAVEL REPORTING WEBSITE www.frixa.com

This Emergency Plan has been prepared so that volunteers in the community are ready and able to help and support the work of the emergency services if the need arises. The Emergency Plan Administrator and Acting Coordinator/Deputy Coordinators (see above), hold more details of the action and procedures to be taken in the event of an emergency. If a potential emergency occurs, they will jointly assess the situation, link with the emergency services and decide on the action (if any) that needs to be taken. If you think there may be reason for this Plan to be activated in full or in part, you should contact the Acting Coordinator.

Why prepare an Emergency Plan?

It is hoped that our community will not have to cope with severe events requiring emergency action. These might include excessive river or surface flooding; prolonged loss of water or power or gas leaks; serious road, rail or aircraft accidents; chemical or waste spillage or pollutants; major sewage overflow; animal diseases; severe petrol shortages or fire hazards; severe disruption due to snow and ice. However, such events, though rare, could occur (for example, UK Storm St Jude in 2013), and if so, this Emergency Plan will help us to be prepared for them. Generally, the emergency services (police; fire; ambulance), supported by the Local Authority and other Agencies, would manage and control the response, but there will be times when their resources are stretched and they are unable to provide immediate support. This is when local self-help will be needed, and this Plan can then be activated, to complement the work of the emergency services.

The Plan covers the procedural arrangements for the parishes of **Claydon & Whitton** for responding to a known emergency affecting some or all of the population of these parishes. Our Parish Clerk is Mrs Suzanne Eagle telephone 01473 687384 email claywhit@btinternet.com Sometimes, however, an emergency will cross parish boundaries, so if contact is needed with our neighbouring parishes of Great Blakenham or Barham, contact the Great Blakenham Parish Council email gtblakenhampc@icloud.com or the Barham Parish Clerk mobile telephone number 07958402335 (Mon to Fri mornings only); email barhampc@outlook.com

General Emergency Information (Claydon & Whitton):

Key Locations in an emergency:

Assembly Point: The Emergency Planning Coordinating Group will assemble initially at the Village Hall in the centre of Claydon, IP6 0DF (opposite Station Road) and the emergency response will be coordinated from there. Village Hall key-holders are Mr Geoff Rogers telephone: 01473 836972; Mrs Pat Hadden mobile 075 4155 8820 Mr Kevin Kitchen mobile 078 7511 5340 and Mrs Sue Herbert Mob 07980 893 277

The telephone number of the Village Hall itself is 01473 831213.

If for any reason the Village Hall is not available, another place (possibly a Co-ordinator's home address) will be identified and notified to volunteers on the day.

Evacuation: In the event of evacuation being required, Claydon High School, Church Lane, Claydon IP6 0EG is the designated place of safety/rest centre. Your health and safety are paramount, so please bring any medication with you. If time allows, you may wish to bring essentials to make your stay more comfortable.

If Claydon High School is unavailable for any reason (such as the location or nature of the emergency) the Acting Coordinator may decide to use one or more alternative places of safety/rest centres, such as:

- Claydon & Barham Community Centre, Church Lane, Claydon IP6 0EG
- The Village Hall, Norwich Road, Claydon (see above)
- Great Blakenham Parish Room

Please contact the Acting Coordinator for further information at the time of emergency.

For purposes of evacuation, the villages of Claydon & Whitton Rural have been divided into SIX Zones, which are shown, with a map, on the website www.claydonandbarham.onesuffolk.net Each area has one or more Zone Leaders who will take a lead if evacuation from all or part of a Zone should be needed.

Zone Leaders are as follows:

Zone 1: Cllr Chris Studd, Cllr Gail Cornish
Zone 2: Mrs Pat Hadden
Zone 3: Cllr Chris Studd
Zone 4: Ms Angela Carey; Mrs Lynda Cooper (part)
Zone 5: Mr Geoff Rogers; Mr Rod Fisher; Mr Martin Culley
Zone 6: Ms Mary le May; Mrs Sue Herbert

Smaller scale evacuation:

If there should be need to evacuate a small number of homes without activating the whole Emergency Plan, please contact the Acting Coordinator for advice.

Medical Assistance: Contact numbers for Doctors living or working nearby, Hospitals, St Johns Ambulance, NHS and the Claydon Pharmacy are shown below.

Vulnerable People: If you know of anyone who is vulnerable who may need assistance (e.g. someone who is elderly or housebound; someone with a disability or specific health needs; a young child) please contact the Acting Coordinator for advice/support.

Quarantine: In the unlikely event that Claydon and Whitton (or parts of the villages) are quarantined, arrangements will be made with the Emergency Services. If necessary, a meeting will be called at the Assembly Point (the Village Hall in the centre of Claydon). Please send only one representative per household. Contact the Acting Coordinator, check the local website: www.claydonandbarham.onesuffolk.net or go to twitter @claywhitpc for information.

Power Failure: Bear in mind that cordless phones will probably not work. Corded phones should work unless the telephone exchange is without power, so until the batteries run out the internet should be accessible, though not necessarily for everyone. Smart-phones with satellite internet connection should also work until the batteries run out. It may be useful to have a plug-in telephone available if other phones are not working. The Community Emergency Planning Team has a few such telephones available in case of need. Bear in mind also that many people will lose heating in case of power failure, since most rely on electrical thermostats and pumps.

Severe Weather: During most winters, we experience snow and ice, causing problems for vehicles and pedestrians. Suffolk County Council spreads grit on priority roads but not on side roads. Claydon & Whitton have a number of grit/salt bins around the villages, which are regularly topped up by Suffolk County Council. There is a list of where these grit bins are sited on the website: www.claydonandbarham.onesuffolk.net Gritting is allowed only on public highways. In times of severe weather, please check on neighbours and vulnerable people to ensure that they are safe and warm and have food and other necessities.

Insurance: Generally, volunteers who have 'signed in' or are authorized for a task in relation to an emergency, winter gritting and so on should be covered for insurance whilst undertaking that task. However, if they are using their own vehicle or own equipment, then these must be covered by their own insurance.

Community Emergency Planning Group:

Chairman: Mrs Susan Herbert mobile 07980 893277
Acting Coordinator:
Deputy Coordinators: Mrs Pat Hadden mobile 075 4155 8820
Mr Kevin Kitchen mobile 078 7511 5340

Other members:

Mr Richard Bound
Mrs Lynda Cooper
Mr Troy Fryer
Mrs Sue Herbert
Mr Mike Herbert
Ms Mary le May
Mr Geoff Rogers
Parish Clerk: Mrs Suzanne Eagle, tel: 01473 687384

We welcome new members of the Community Emergency Planning Group. Anyone interested to join the Group or simply be a volunteer in case of Emergency should please contact the Parish Clerk (see above) or Chair Mrs Sue Herbert (see above).

Local Services and Volunteers:

In case of an emergency, a number of volunteers will be needed with a variety of skills and equipment. For example, if trees block the roads, a chain saw may be needed. If power is down, a generator may be required. Carpenters, engineers, qualified first aiders, 4x4 vehicle owners could be invaluable. If residents need to be evacuated, volunteers can help with providing food, drink and blankets, along with care and reassurance for the elderly, people with disabilities or the very young. If you have practical or medical skills, or any equipment useful in an emergency in the Claydon & Whitton area, or just want to help, please contact the Claydon & Whitton Parish Council Clerk. She keeps a list of volunteers, whose contact details will remain confidential to members of the Community Emergency Planning Group. Volunteers will wear identifiable 'hi viz' jackets and carry ID cards with photo identification.

Volunteers willing to spread grit in case of severe weather are also required. Please let the Claydon & Whitton Parish Council Clerk know (tel: 01473 687384) if you are prepared to help, on a voluntary basis, in case of need. She keeps a list of authorized gritters.

Other People and Organizations that may be helpful in an emergency:

Local Police: Dial 999 in an emergency, or telephone Suffolk Constabulary, Ipswich West Safer Neighbourhood Team, by dialling 101. **Electrical Emergencies call 150**

Local Media, Website, Twitter, Facebook (for up to date information):

- BBC Radio Suffolk [104.6 and 103.9 fm] for updates on major events in the area
- Town 102 (Radio) website: www.town102.com
- Suffolk County Council website: www.suffolk.gov.uk/ for information (e.g. on priority roads and gritting; school closures in event of severe weather)
- Claydon Barham & Whitton Rural website: www.claydonandbarham.onesuffolk.net
- East Anglian Daily Times website: www.eadt.co.uk or on Twitter: @EADT24 or Facebook: East Anglian Daily Times for up to date information on local major events
- Suffolk Joint Emergency Planning Unit (JEPU): Twitter: @SuffolkPrepared
- Claydon & Whitton Parish Council Twitter: @claywhitpc

Medical Assistance: (Call 111 when it is less urgent than 999)

Hospitals & NHS:

- The Ipswich Hospital NHS Trust, Heath Road, Ipswich tel: 01473 712233 Website: www.ipswichhospital.nhs.uk
- West Suffolk NHS Foundation Trust Bury St Edmunds tel: (switchboard) 01284 713000 Website: www.wsh.nhs.uk
- NHS Direct (available 24/7 for online health advice) tel: 0845 4647 Website: www.nhsdirect.nhs.uk
- NHS (less urgent than 999) tel: 111

Nearest Doctors' surgeries:

- The Barham & Claydon Surgery, Kirby Rise/Norwich Road, Barham Ipswich IP6 0DJ tel: 01473 832832

- Chesterfield Drive Practice, Chesterfield Drive, Ipswich IP1 6DW tel: 01473 741349
- Needham Market Country Practice, Barking Road, Needham Market Ipswich IP6 8EZ tel: 01449 720666

St John Ambulance: Contact Garry Sharp, email: garry.sharp@sja.org.uk

Claydon Pharmacy: 1 Station Road, Claydon, Ipswich IP6 0HS (adjoining The Greyhound Public House car park), tel: 01473 836908 Opening hours 9 am -6.30 pm Monday to Friday, 9 am -1 pm Saturday, closed Sunday.

A Defibrillator is available for public access in case of emergencies, in a yellow cabinet on the outside of the Co-operative Food Store, Norwich Road, Barham. A defibrillator is a potentially life-saving machine that gives the heart an electric shock in some instances of Cardiac Arrest. If you suspect somebody to be in Cardiac Arrest you should dial **999** so that an ambulance can be sent to you. If there is more than one person with the casualty, you will be directed to the defibrillator whilst the other person performs CPR. The operator will provide you with an access code to get into the cabinet and will provide guidance over the phone. A green-coloured indicator, located on the top left of the defibrillator, will tell a user if it is working correctly. A red-coloured indicator and a beeping sound indicate that the machine is not serviceable.

Local Councils:

- Babergh/Mid Suffolk District Council: Endeavour House, 8 Russell Road, Ipswich IP1 2BX. 0300 123 4000 twitter: @MidSuffolk
- Suffolk County Council: 0345 606 6067
Website: www.suffolk.gov.uk; press 'Contact us' for address and relevant telephone numbers
- Suffolk Fire & Rescue Service (non-emergency)(Suffolk County Council): tel: 01473 260588 (weekdays) email: fire.enquiries@suffolk.gov.uk

Wattisham Flying Station: Contact Station Staff Officer, Lt. Col. R.W. Silk (Retd), Headquarters, Wattisham Flying Station, Wattisham Airfield, Ipswich IP7 7RA tel: 01449 728210 or the Main Guard Room, Wattisham Airfield tel: 01449 728220 (manned 24hrs if military incident)

Women's Institute: Contact Mrs Pat Hadden tel. mobile 075 4155 8820

Local Churches:

- Claydon & Barham Church, Church Lane, Barham IP6 0PT
- Whitton Parish Church, Whitton Church Lane, Ipswich IP1 6LT
- Great Blakenham Baptist Church, Chapel Lane, Great Blakenham. Contact the Secretary tel: 01449 720357

Accommodation and Food: (See also website: www.claydonandbarham.onesuffolk.net)

- The Country House Hotel (Best Western), 16-18 Ipswich Road Claydon IP6 0AR (36 rooms) tel: 01473 830382
- The Gatehouse Hotel (Best Western), 799 Old Norwich Road, Ipswich IP1 6LH (13 rooms) tel: 01473 741897

- Premier Inn, Ipswich North, Paper Mill Lane, Claydon IP6 0BE (90 rooms) tel: 0871 527 8550
- The Sorrel Horse, Old Norwich Road, Barham, Ipswich IP6 0PG tel. 01473 830327 (separate accommodation block)
- Travel Lodge, Beacon Hill, Norwich Road, Coddendam, Needham Market IP6 8LP (with Little Chef & Burger King) tel: 0871 984 6041

Food (in addition to the above):

- The Crown Public House (Hungry Horse), 9 Ipswich Road, Claydon tel: 01473 830289
- The Greyhound Public House, 2 Ipswich Road, Claydon tel: 01473 836967
- Boltons Bros Truck Stop & Café, Lodge Lane, Great Blakenham tel: 01473 832273
- Suffolk Water Park Café, Loraine Way, Bramford IP8 4JS tel: 01473 830414
- Nearest Local Supermarkets: The Co-operative Food, 53 Norwich Road, Barham IP6 0DH; ASDA, Goddard Road Whitehouse Estate, Ipswich IP1 5PD
- Claydon Fish & Chip Shop, 20 Ipswich Road, Claydon IP6 0AR
- Freshfills Sandwich Shop, 10 Norwich Road, Claydon IP6 0DF
- Community Café, Claydon & Barham Community Centre, Church Lane, Claydon IP6 0EG

Taxi and Community Services:

Bramford Taxis tel: 01473 438880
 Avenue Taxis tel: 01473 888888
 Hawk Express Cabs tel: 01473 222222
 Suffolk County Council Connecting Communities (Demand Responsive Transport)
 tel. 0345 606 6171 email connecting.communities@suffolk.gov.uk

Nearest train stations: Needham Market; Westerfield; Ipswich.

Nearest Vets:

- Barn Veterinary Practice (including horses/equine) The Barns, Wenham Rd, Copdock, Ipswich IP8 3EY tel: 01473 730213
- Christchurch Veterinary Surgery, 49 Christchurch Street, Ipswich IP4 2DF tel: 01473 255789
- Ashcroft Veterinary Surgery 2a Ashcroft Road, Ipswich IP1 6AA tel: 01473 74346
- Mustard Pot Veterinary Surgery, Coddendam Road, Needham Market IP6 8NU tel: 01449 722198

**TO VOLUNTEER TO HELP OR PROVIDE SUPPORT WITH AN EMERGENCY,
 PLEASE CONTACT THE CLAYDON & WHITTON PARISH CLERK
 telephone 01473 687384 email claywhit@btinternet.com**