

# *Kirkbymoorside Community Resilience Plan*

**Last Review Date: 17 June 2019**

**Lead Contact: Joe Coughlan**



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# KIRKBYMOORSIDE RESILIENCE PLAN

## i. Record of Amendments

It is vital that you review and exercise your emergency plan regularly to ensure that it is up-to-date and fit for purpose.

Ensure any amendments are recorded here and please notify the Emergency Planning Unit (EPU) at North Yorkshire County Council (NYCC) immediately of any changes.

### Amendment list

| Date            | Details of Amendment  | Name                                      |
|-----------------|---|---|
| 19 June 2017    | CRP Adopted   | Kirkbymoorside Town Council               |
| 21 January 2019 | Contact details updated   | Town Clerk to Kirkbymoorside Town Council |
| 7 June 2019     | Contact details updated   | Town Clerk to Kirkbymoorside Town Council |
| 17 June 2019    | Defibrillator pad expiry dates updated & Plan reviewed and adopted by Town Council (Minute 19036d.) | Kirkbymoorside Town Council               |
| 14 July 2022    | Defibrillator pad expiry dates and contact details updated  | Town Clerk to Kirkbymoorside Town Council |
| 18 July 2023    | Contact details updated   | Town Clerk to Kirkbymoorside Town Council |
| July 2024       | Contact Details updated   | Town Clerk to Kirkbymoorside Town Council |

**ii. Distribution List**

| <b>NAME</b>   | <b>ADDRESS</b>   | <b>CONTACT INFORMATION</b>   |
|---|--|--|
| Kirkbymoorside Town Council<br>(Plus Emergency Committee members and Emergency Box) | Church House<br>7 High Market Place<br>Kirkbymoorside<br>YO62 6AT  | Telephone: 01751 432217<br><a href="mailto:town.clerk@kirkbymoorsidetowncouncil.gov.uk">town.clerk@kirkbymoorsidetowncouncil.gov.uk</a><br><a href="http://www.kirkbymoorsidetowncouncil.gov.uk">www.kirkbymoorsidetowncouncil.gov.uk</a>                                  |
| North Yorkshire County Council Emergency Planning Unit                              | County Hall<br>Northallerton<br>DL7 8AD  | Telephone: 01609 532246<br>Fax: 01609 780733   |
| Environment Agency Yorkshire and North East<br><br>Environment Agency Floodline     | Coverdale House<br>Amy Johnson Way<br>Clifton Moor<br>York   | Telephone: 01904 692296<br><br>Telephone: 0845 988 1188  |
| Local Police Stations<br><br>North Yorkshire Police Control Room                    | Malton Police Station<br>Old Malton Rd, Malton,<br>YO17 7EY<br>Pickering Police Station<br>Malton Rd, Pickering,<br>YO18 7JJ<br><br>Fulford Road<br>York   | Telephone: <a href="tel:08456060247">0845 606 0247</a><br><br>Telephone: <a href="tel:01904618691">01904 618691</a><br><br>PCSO Sean Simpson<br><a href="mailto:sean.simpson@northyorkshire.pnn.police.uk">sean.simpson@northyorkshire.pnn.police.uk</a><br>Telephone: 101 |
| Local Fire Stations<br><br>North Yorkshire Fire and Rescue Service Control Room.    | Malton Fire Station<br>Sheepsfoot Hill, Malton,<br>North Yorkshire, YO17 7DX<br><a href="#">Day Crewed</a><br>Kirkbymoorside Fire Station<br>New Road, Kirkbymoorside,<br>YO6 6DT<br><a href="#">Retained</a><br><br>Thurston Road<br>Northallerton<br>DL6 2ND | Telephone: 01653 692626<br><br>Telephone: 01609 780150   |
| Yorkshire Ambulance Service Control Room<br><br>Kirkbymoorside Ambulance Station    | Springhill<br>Brindley Way<br>Wakefield 41 Business Park<br>Wakefield<br>WF2 0XQ<br><br>Village Street Keldholme<br>Kirkbymoorside<br>YO62 6LZ   | Telephone: general enquiries<br>0845 124 1241  |

**iii. Key Community Contacts**

Those who have volunteered should understand their role is to act on the instruction of the First Responders and Emergency Service staff and provide local intelligence.

**Lead and Deputy Volunteers**

| <b>Name</b>                     | <b>Address</b>                                 | <b>Contact Number(s)</b> |
|---------------------------------|--|--------------------------|
| <b>LEAD</b> Joe Coughlan        | 6 Piercy End<br>Kirkbymoorside<br>YO62 6AF     | Mobile: [REDACTED]       |
| <b>DEPUTY:</b> Jean Illingworth | 2 Highfield Lane<br>Kirkbymoorside<br>YO62 6BF | Mobile: [REDACTED]       |

**Initial Meeting Location / Community Control Centre**

| <b>Address:</b>  | <b>Contact Information</b>  |
|--|---|
| Kirkbymoorside Community Primary School<br>4 West Fields, Kirkbymoorside, YO62 6AG | Telephone: 01751 431517<br>Caretaker: Dave Simm<br>Telephone: 01751 431403<br>Mobile: [REDACTED]<br>Head Teacher: Gareth Sleightholme<br>Telephone: 01751 476260<br>Mobile: [REDACTED]<br>Anna Aspery<br>Mobile: [REDACTED] |

**Backup Meeting Location**

| <b>Address:</b>  | <b>Contact Information</b>   |
|--|--|
| Memorial Hall<br>Market Place, Kirkbymoorside, YO62 6DA  | Karen McFarlane<br>Mobile: [REDACTED]<br>Christine Richardson<br>Mobile: [REDACTED]<br>Sheila Ridley<br>Mobile: [REDACTED]                           |
| CLIC Kirkbymoorside Community Library and<br>Information Centre<br>Church House<br>7 High Market Place<br>Kirkbymoorside<br>YO62 6AT | Linda Knight<br>Mobile: 07714409744<br>Geoff Strangwood<br>Mobile: [REDACTED]  |
| The Moorside Room<br>9 Church Street, Kirkbymoorside, YO62 6AZ   | Joe Coughlan<br>Mobile: [REDACTED]<br>Jean Illingworth<br>Mobile: [REDACTED]   |
| All Saints Church<br>Crown Square, Kirkbymoorside, YO62 6AY  | <del>Mark Brosnan, Vicar</del><br>Telephone: [REDACTED]<br>Steve Helm - Churchwarden<br>Telephone: [REDACTED]<br>Les Clarke<br>Telephone: [REDACTED] |

**iv. Contact pyramid**

A contact pyramid setting out a quick and efficient method to coordinate communications and easily spread information amongst your community

Jill Wells / Chris Coughlan:

**Town Mayor and Chairman of the Town Council**

Joe Coughlan      6 Piercy End, Kirkbymoorside, YO62 6DF      07584130296  
430199

**Deputy Town Mayor and Vice Chair of the Town Council**

Jean Illingworth      2 Highfield Lane, Kirkbymoorside, YO62 6BF      07977 583 254



Town Councillors:

**Members of the Town Council**

Chris Bettany      The Lodge, Dale End, Kirkbymoorside YO62 6EE      07908432303

Chris Dowie      Weirside, Keldholme, Kirkbymoorside, YO62 6LZ      432305

Andrea Moffat      20 Ploughlands Grove, Kirkbymoorside, YO62 6FL      07815 935 766

Tony Riby      Burton House, 50 Piercy End, Kirkbymoorside, YO62 6DF      432193

Hilary Shields      5 Queensway, Kirkbymoorside YO62 6EB      07570 011 012

Simon Woodhams      32 Howe End, Kirkbymoorside, YO62 6BD      432217  
(Town Council Office)



Volunteers according to demand for role/resources

**v. Emergency Box**

Communities should prepare and maintain an emergency box(s) to be kept in a secure building(s) that could be accessed by an appropriate community member during an incident.

| Location   |  |
|--|--|
| Address:   | Contact Information  |
| Kirkbymoorside Community Primary School<br>4 West Fields, Kirkbymoorside, YO62 6AG | Telephone: 01751 431517<br>Caretaker: [REDACTED]<br>Telephone: [REDACTED]<br>Mobile: [REDACTED]<br>Head Teacher: Gareth Sleightholme<br>Telephone: 01751 476260<br>Mobile: 0 [REDACTED]<br>Anna Aspery<br>Mobile: [REDACTED] |
| The Moorside Room<br>9 Church Street, Kirkbymoorside, YO62 6AZ                     | Joe Coughlan<br>Mobile: [REDACTED]<br>Jean Illingworth<br>Mobile: [REDACTED]   |

| Contents   |                  |
|--|------------------|
| Items  | Checklist (tick) |
| Up to date copy of this plan   | ☑                |
| Hi Viz Vests   | ✓                |
| First Aid Kit  | ✓                |
| Maps of the area <ul style="list-style-type: none"> <li>• 1:50,000 OS Landranger Series No ###</li> <li>• 1:25,000 Explorer Series no ###</li> </ul> | ✓<br>✓           |
| A0 maps of community (including flood zones)   | ✓                |
| Copies of simple forms <ul style="list-style-type: none"> <li>• Incident Log</li> <li>• Registration form</li> <li>• Volunteer form</li> </ul>       | ✓<br>✓<br>✓      |
| Torch (Wind up/Battery powered + spare batteries if req'd )  | ✓                |
| Radio (Wind up/Battery powered + spare batteries if req'd )  | ✓                |
| Other (Please specify)...  |                  |

**Section 1: Community Profile**

**1.1 Map of Area covered by this CEP (incl flood zones if applicable)**





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**1.2 Population**

|   |                        |
|---|------------------------|
| Resident Population:- 3300 (approximate)    | <i>Total:<br/>3500</i> |
| Maximum Tourist Population:- 200 (estimate) |                        |

**1.3 Community Key Access Routes (including main bridges)**

- A170 approach from Helmsley (West) and Pickering (East)
- Gillamoor Road approach from Gillamoor (North)

**1.4 Main Rivers within the area**

- River Dove

**1.5 Becks within the area**

- Catter Beck
- Hodge Beck
- Howkeld Beck

**1.6 Available Networks within the Community**

Listed below are the various mobile telephone networks which are available within your community, (this is especially useful for the emergency services):

| Network      | Coverage (Good, Average, Poor)               |
|--------------|--|
| O2 & Orange  | Good   |
| Vodafone     | Good   |
| EE           | Good   |
| Three        | Poor   |
| T-mobile     | Good   |
| Talk Talk    | Good   |
| Tesco Mobile | Good   |
| Other:       | Superfast Fibre available from May/June 2017 |

**1.7 Local Radio**

The local radio will communicate relevant public advice so it is important to TUNE IN!

| Station        | Frequency   |
|----------------|---|
| BBC Radio York | <b>FM Frequencies</b><br><b>95.5</b> East Coast & North York Moors<br><b>103.7</b> Vale of York, Ryedale<br><b>104.3</b> Harrogate, Northallerton & the Dales<br><b>MW Frequencies</b><br><b>666 &amp; 1260</b> Across the county |
| Minster FM     | <b>104.7 FM</b>   |
| Vale Radio     | <a href="http://www.thevaleonline.com">www.thevaleonline.com</a>  |

**1.8 Neighbouring Communities: Contacts**

Listed below are the contact details of neighbouring communities that may be able to provide help and assistance during an emergency:

| <i>Parish</i> | <i>Contact person</i>                                | <i>Preferred method of contact</i>  | <i>Community emergency plan? (yes or no)</i> |
|---------------|--|---|--|
| Helmsley      | Ms Victoria Ellis (Clerk)                            | Helmsley Town Council<br>The Old Vicarage<br>Bondgate<br>Helmsley<br>YO64 5BP<br>Home Phone: 01439 772572<br>Email: <a href="mailto:helmsleytc@gmail.com">helmsleytc@gmail.com</a>                                    | Yes  |
| Pickering     | Mrs Angela Dawson (Clerk)                            | Pickering Town Council<br>Town Council Office<br>Memorial Hall<br>Potter Hill, Pickering<br>YO18 8AA<br>Home Phone: 01751 476503<br>Email: <a href="mailto:townclerk@pickering.gov.uk">townclerk@pickering.gov.uk</a> | Yes  |
| Malton        | Mrs Gail Cook (Clerk)<br>Tim Hicks (Assistant Clerk) | Malton Town Council<br>Community House<br>Wentworth Street<br>Malton<br>YO17 7BN<br>Work Phone: 01653 228699<br>Email: <a href="mailto:clerk@malton-tc.gov.uk">clerk@malton-tc.gov.uk</a>                             | Yes  |
| Norton        | Claire Eade (Clerk)<br>Tim Hicks (Assistant Clerk)   | The Old Courthouse<br>84b Commercial Street<br>Norton-on-Derwent<br>Malton<br>North Yorkshire<br>YO17 9ES<br>Tel: 01653 695348<br>(office)Email: <a href="mailto:norton.tc@btconnect.com">norton.tc@btconnect.com</a> | Yes  |

Up to date info available via  
<http://northyorks.gov.uk/article/23870/Parish-clerks-information>

**1.9 Methods for warning and informing Your Community**

Listed below are the various local methods for distributing info to the public:

| <b>Method</b>      | <b>Responsible person / contact</b>  |
|--------------------|--|
| Facebook & Twitter | Chris Dowie<br>Telephone: [REDACTED]<br>Mobile: [REDACTED]<br>Email: <a href="mailto:chris.dowieuk@gmail.com">chris.dowieuk@gmail.com</a><br>Jean Illingworth<br>Mobile:<br>07977 583 254<br>Email: <a href="mailto:jean.illingworth@outlook.com">jean.illingworth@outlook.com</a> |

**Kirkbymoorside Community Resilience Plan (CRP)**

|   |   |
|---|---|
| Website, Noticeboards and Circulation of information via email to all local community groups: | Town Clerk, Lisa Bolland<br>Telephone: 01751 4322217<br>Email: town.clerk@kirkbymoorsidetwocouncil.gov.uk |
|---|---|

**Section 2: Community Risks**

**2.1 Local Risks and Plan Triggers**

Recorded below are various known/potential hazards and threats which could affect your geological area. - e.g. main roads, severe weather- snow etc, rail lines, aircraft, power plants.

| <b>Hazard</b>       | <b>Location / Details</b>   | <b>Action Sheet</b> |
|---------------------|---|---------------------|
| Flooding            | Manor Vale Lane/ Castlegate/ Park Lane/ Village Street and Grey Lane in Keldholme/ Kirby Mills both north and south of A170 Yoad Wath |                     |
| Severe weather      | North of Kirkbymoorside<br>North York Moors National Park   |                     |
| Industrial accident | Ings Lane<br>YO62 6EZ   |                     |
| Transport accident  | Road Traffic:<br>Ings Lane<br>Gillamoore Road<br>A170   |                     |

**For information on your local risks you can download your community risk register at:**

<http://www.emergencynorthyorks.gov.uk/index.aspx?articleid=11778>

**2.2 Vulnerable Establishments**




This section lists establishments that may be particularly vulnerable to emergencies such as care homes, schools, caravan parks etc.

| <b>Establishment</b>                      | <b>Address</b>  | <b>Contact No(s).</b>  |
|---|---|--|
| Kirkbymoorside Community Primary School   | 4 West Fields, Kirkbymoorside,<br>YO62 6AG                                      | Head Teacher: Gareth Sleightholme<br>Telephone: 01751 476260<br>Mobile: [REDACTED] |
| Northern Ryedale children's centre        | Kirkbymoorside Community Primary School, Westfields,<br>Kirkbymoorside YO62 6AG | Helen Hodgson<br>Telephone: 01609798345  |
| Sturdy Court Retirement/Sheltered Housing | Kirkbymoorside, York, North Yorkshire, YO6 6PU                                  | Warden: Paula Morris<br>Telephone: [REDACTED]                                      |

### 2.3 Areas Subject to Flooding (all types) (see location map)

| Location<br>[Street/Road/Estate] | Post Code or<br>Grid Reference | Extent/ Other<br>information                              | Properties Affected   |       |
|----------------------------------|--------------------------------|---|---|-------|
|                                  |                                |   | Which Properties  | Total |
| Manor Vale Lane                  | YO62 6EG                       | Flood water entered properties                            | No's. 2 and 4<br>Little Orchard<br>The Owl Yat                          | 3     |
| Park Lane                        | YO62 6BN                       | Flood water entered properties                            | No's. 1, 2 and 3  | 3     |
| Park Lane                        | YO62 6BN                       | Sand bags used to prevent water entry                     | No's. 4, 5 and 6  | 3     |
| Castlegate                       | YO62 6BJ                       | Sand bags to divert water flow                            | No's. 2, 4, 6, 8 and 10   | 4     |
| Dale End                         | YO62 6ED                       | Flood water entered properties                            | No. 22  | 1     |
| Kirby Mills                      | YO62 6NF                       | Flood water entered properties – flodd barriers installed | Mill House<br>No's. 20 and 21   | 3     |
| Yoadwath                         | YO62 7LS                       | Flood water entered properties                            | 1 Mill Cottage<br>2 Mill Cottage<br>New Inn Cottage<br>Yoadwath Cottage | 4     |

### 2.4 Flood Alerts and Warnings

| SYMBOL   | MEANING  |
|--|--|
| <br><b>FLOOD ALERT</b>          | <b>Flooding is possible – be prepared</b><br><br><b>Flood Alert:-</b>  |
| <br><b>FLOOD WARNING</b>        | <b>Flooding expected – action required</b><br><br><b>Flood Warning:-</b>   |
| <br><b>SEVERE FLOOD WARNING</b> | <b>Severe flooding – danger to life</b><br><br><b>Severe Flood Warning:-</b><br><i>[insert your local severe flood warning codes here]</i> |

Environment Agency  
08708 506 506 (Mon – Fri 8-6)  
Email [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)  
Website [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)  
Incident hotline 0800 80 70 60 (24 hrs)  
Floodline 0845 988 1188 (24 hrs)


**Section 3: Rest/Welfare****3.1 Rest/Welfare****Centre**

The following building has been earmarked as an appropriate Rest/Welfare Centre in an emergency:

| <b>PREMISES</b>   |   |
|---|---|
| <b>BUILDING:</b> Kirkbymoorside Community Primary School  |   |
| <b>ADDRESS:</b><br>4 West Fields, Kirkbymoorside, YO62 6AG  | <b>CONTACT NUMBERS:</b><br>Telephone: 01751 431517<br><br>Head Teacher: Gareth Sleightholme<br>Telephone: 01751 476260<br>Mobile: [REDACTED]<br><br>Anna Aspery<br>Mobile: [REDACTED] |
| <b>GRID REFERENCE:</b><br>SE701864  |   |
| <b>FACILITIES</b>   |   |
| <b>ESTIMATED CAPACITY:</b> 250  |   |
| <b>TYPE OF HEATING:</b> Gas fuelled heating   |   |
| <b>COOKING:</b> Kitchen facilities to cater for 250 pupils<br><b>TOILET:</b> 7 toilets plus 2 toilets with disabled access<br><b>WASHING:</b> Washing up sinks in Kitchen, hand basins in girls and boys wash rooms<br><b>PARKING:</b> 15 parking spaces on site plus capacity for approx. 10 vehicles on A170 layby<br><b>OTHER (please specify):</b><br>Disabled Access |   |
| <b>KEY HOLDERS</b>  |   |
| <b>PRIMARY KEY HOLDER</b><br>Caretaker: Dave Simm<br>Telephone: [REDACTED]<br>Mobile: [REDACTED]  | <b>ALTERNATIVE KEY HOLDER</b><br>Head Teacher: Gareth Sleightholme<br>Telephone: 01751 476260<br>Mobile: [REDACTED]<br><br>Anna Aspery<br>Mobile: [REDACTED]                          |

**Section 4: Community****4.1 Local resources**

Set out below is a list of equipment and resources which may be utilised during an emergency. Some of the equipment may require specialist skills/training and the use of appropriate safety equipment- these requirements are set out in the 'conditions of use' column.

| Equipment/Resources  | Location  | Contact No.  | Conditions of Use   |
|--|---|--|---|
| Ambulance Station  | Village Street<br>Keldholme<br>Kirkbymoorside<br>YO62 6LZ                                   |  |   |
| Kirkbymoorside Fire Station  | New Road<br>Kirkbymoorside<br>YO6 6DT   |  |   |
| Landing Strip for light aircraft<br>Fadmoor Airfield<br>Position: N54°18.52 W000°58.43<br><br>Grass airfield, on hilltop with clear approaches, dry, free draining.<br>R02/20 950x20m, R14/32<br>570x20m. Available 24/7, lighting, AVGAS, unusual runway profiles [see Pooleys]                     | Boon Hill Farm<br>¾ mile towards<br>Bransdale from<br>Fadmoor<br>YO62 7HA                   |    |   |
| Landing Strip for light aircraft:<br>Wombleton airfield<br>Position: N54°14.02 W000°58.13<br>Wombleton / Pickering Airfield accepts genuine emergency and precautionary diversions without charge per CAA CAP 667 9.2 (c) recommendations.   |   |  |   |
| Defibrillator<br>Lat 54.270080 Long -0.930640<br>Serial Number: DFS-1K-1378<br>Model Number: DFS1K442LLE<br>Lock Code: CO147X<br>Make/Model of AED - Cardiac Science Powerheart G5<br>70-00549-02D<br>Serial number of AED - REF: G5S-02PO SN: M00000004956<br>Battery installation date: 20.09.2018 | 20.09.18<br>Cardiac Science<br>Powerheart G5<br>Moorside Room, 9<br>Church Street YO62 6AZ. | 01751 433334<br><br>Registered with Yorkshire Ambulance Service<br>Registered with Yorkshire Ambulance Service and The Circuit<br><a href="https://www.thecircuit.uk/">https://www.thecircuit.uk/</a><br><br>Guardian Name – Joanne Watson 07917 594 528 | Accessible 24hrs<br>Cabinet mounted on exterior wall<br>what3words<br>flood.jabs.ordeals  |
| Defibrillator<br>20.09.2016<br>Wel Medical CPAS iPad SP1<br>Lat 51.280070 Long 0.536490<br>Cabinet Location Code: AQ17<br>Lock Code: C147<br>Spare Battery GS090658  | Exterior wall of the<br>Bowling Club<br>Sportsfield<br>New Road<br>YO62 6DY                 | Registered with Yorkshire Ambulance Service and The Circuit<br><a href="https://www.thecircuit.uk/">https://www.thecircuit.uk/</a>   | Accessible 24hrs<br>Cabinet mounted on exterior wall<br>what3words<br>pile.carefully.shin |

Kirkbymoorside Community Resilience Plan (CRP)

|   |   |  |   |
|---|---|--|---|
| 2no. Defibrillators   | Forum Technology<br>Ings Lane<br>York<br>YO62 6EZ   | Mon – Fri<br>8.15am – 5pm<br>01751 431751<br>Out of hours<br>[REDACTED]        |   |
| 2no. Defibrillators   | Slingsby Advanced Composites<br>(Marshalls Aerospace & Defence Group)<br>Ings Lane<br>YO62 6EZ                            | Main emergency response<br>01751433028   |   |
| 1no. defibrillator  | Alpha Dental<br>37 W End,<br>Kirkbymoorside, York<br>YO62 6AD   | 01751 432418<br>Mon – Fri<br>8.15am – 5pm                                      |   |
| 1no. defibrillator  | NSF Pharma Biotech<br>The Georgian House<br>22/24 West End<br>Kirkbymoorside<br>YO62 6AF                                  | Stella Pearson Smith<br>01751 432 999<br>Mon – Fri<br>8.15am – 5pm             |   |
| 1no. defibrillator  | Tinley Garth Surgery<br>Tinley Garth<br>Kirkbymoorside,<br>YO62 6AR   | 01751 431254<br>Mon – Fri<br>8.15am – 5pm                                      |   |
| 1no. defibrillator  | Yorkshire Laundry<br>Ings Lane,<br>Kirkbymoorside, York<br>YO62 6DN   | 01751 431285   | Accessible 24hrs<br>Cabinet mounted on exterior wall  |
| <ul style="list-style-type: none"> <li>• Large John Deere tractor with loader</li> <li>• Smaller John Deere tractor with tines &amp; bucket</li> <li>• 7 ton hydraulic tracked digger</li> <li>• 20 ton trailer that can take wheeled items up the rear ramp</li> <li>• Power winch on the back of the tractor</li> <li>• Pumps with self-contained engines</li> <li>• All-terrain vehicle</li> </ul> | Low Park Farm,<br>Kirkbymoorside,<br>YO62 7HR<br><br>and<br><br>Bogg Hall Farm,<br>Keldholme,<br>Kirkbymoorside, YO62 6NQ | Paul Todd<br>Mobile: [REDACTED]<br>[REDACTED]                                  | All machinery must be operated by qualified personnel |
| Scouts Supplies   | Kirkbymoorside Scout Group<br>Manor Vale Lane<br>YO62 6EG   | Marj Coughlan<br>Telephone: [REDACTED]   |   |
| SPAR Supermarket  | 22 Market Place,<br>Kirkbymoorside<br>YO62 6DA  | Mon – Fri 7am – 10pm<br>01751 431 176<br>Out of Hours [REDACTED]               |   |
| Kirkbymoorside Co-operative Food  | Piercy End,<br>Kirkbymoorside, YO62 6DQ   | Mon – Fri 7am – 10pm<br>01751 431 270<br>Out of Hours [REDACTED]<br>[REDACTED] |   |



**4.2 Emergency Volunteers**

Listed below are individuals who are willing to volunteer their specialist knowledge or practical skills and time during an emergency.

It is extremely important that volunteers understand that during an incident they should:-

- not endanger themselves or others
- assess the risk prior to any activity they undertake
- ensure their contact details are kept up-to-date
- be prepared to act quickly

| <i>Name</i>        | <i>Role/Resources</i>            | <i>Address</i>                        | <i>Contact Number(s)</i> |
|--------------------|----------------------------------|---------------------------------------|--------------------------|
| Rory & Jo Towler   | Pharmacists                      | [REDACTED]                            | [REDACTED]               |
| Dr Tim Hughes      | Doctor                           | [REDACTED]                            | [REDACTED]               |
| Dr David Powell    | Doctor                           | [REDACTED]                            | [REDACTED]               |
| Nicola Ward        | Access to Kirkbymoorside Surgery | [REDACTED]                            | [REDACTED]               |
| June Emerson       | Catering                         | [REDACTED]                            | [REDACTED]               |
| Helen Gundry       |                                  | [REDACTED]                            | [REDACTED]               |
| Pam Walsh          |                                  | [REDACTED]                            | [REDACTED]               |
| Marj Coughlan      | Scouts Resources First Aid       | [REDACTED]                            | [REDACTED]               |
| Rhys & Jane Thomas | Scouts Resources First Aid       | [REDACTED]<br>Kirkbymoorside YO62 6AS | [REDACTED]               |
| Mark Robinson      | Plumber First Aid                | [REDACTED]                            | [REDACTED]               |
| Mark Simpson       | Plumber                          | [REDACTED]                            | [REDACTED]               |
| Pete Horner        | Electrician First Aid            | [REDACTED]                            | [REDACTED]               |
| Edward Strickland  | Electrician First Aid            | [REDACTED]                            | [REDACTED]               |
| Alex Strickland    | Electrician First Aid            | [REDACTED]                            | [REDACTED]               |
| Sid Brackley       | Builder First Aid                | [REDACTED]                            | [REDACTED]               |

**Kirkbymoorside Community Resilience Plan (CRP)**

|                       |  |   |  |
|-----------------------|--|---|--|
| Paul Featherstone     | Builder<br>First Aid   |   |  |
| Chris & John Simmonds | Retired nurse and community first responders   |   |  |
| Sue Sloan             | background in counselling and (long ago) nursing. I can offer a twin-bedded spare room and a sofa bed. | 45 Feversham Drive, Kirkbymoorside YO62 6DH |  |
| Chris Helliwell       | I have a chainsaw and a certificate of competence. We could also offer accommodation in an emergency.  |   |  |
| Anne Marshall         | Available to offer emotional support to those in need.   |   |  |

**Section 5: Contact Details – Useful**

| ORGANISATION                    | ROLE  | CONTACT No.   |
|---------------------------------|---|---|
| <b>Local Authorities</b>        |   |   |
| Ryedale District Council        | Manage recovery process- helping return the community back to normality following an incident.<br>Services include:   | Switchboard: 01653 600 666<br>Out of hours: 01653 697 737   |
| North Yorkshire County Council  | Manage recovery process- helping return the community back to normality following an incident.  | Switchboard: 08458 72 73 74<br>EPU: 01609 532246  |
| <b>Governmental Departments</b> |   |   |
| Environment Agency              | <ul style="list-style-type: none"> <li>• Flooding issues</li> <li>• Deals with emergency repairs and blockages on main rivers and own structures;</li> <li>• Responds to pollution incidents and advises on waste disposal issues.</li> </ul> | <p align="center"><b>*** (PARTNERS USE ONLY. DO NOT GIVE TO PUBLIC) ***</b></p> <p>[Redacted Contact Information]</p> |

Kirkbymoorside Community Resilience Plan (CRP)

| <b>Utilities</b>                |   |  |
|---------------------------------|---|--|
| Gas                             | Maintain and ensure safe control of gas supplies.   | <i>Service Calls: 0870 606 4750<br/>Emergency: 0800 111 999</i>                                  |
| Electricity                     | Maintain and ensure safe electricity supply. Disconnect cables that constitute a danger to life and property.                       | <i>Northern Power Grid<br/>Yorkshire<br/>0800 375 675<br/>or from a mobile<br/>0330 123 0675</i> |
| Yorkshire Water                 | Maintenance of water supplies and sewage disposal arrangements. Repair water mains, and availability of emergency water supply.     | <i>Enquiries: 08451 24 24 24<br/>Leakages: 0800 573 553<br/>Emergencies: 08451 24 24 29</i>      |
| Telephones<br>(British Telecom) | Maintenance and operation of National Telecommunications systems. Provision of increased facilities to meet emergency requirements. | <i>Faults and Emergencies:<br/>0800 800 151</i>  |

Kirkbymoorside Community Resilience Plan (CRP)

| <b>Voluntary Organisations</b> |  |  |
|--------------------------------|--|--|
| WRVS                           | Trained in emergency service provision such as emergency feeding and other welfare services. | (9am-5pm): 029 2073 9000<br>(5pm-9pm): 07714 898 526 |
| St John Ambulance              | Provide first aid, ambulances and additional medical supplies.                               | 08700 10 49 50                                       |
| British Red Cross              | Provide first aid, ambulances and additional medical supplies.                               | 0844 871 8000  |
| RSPCA                          | Help protect animals and prevent cruelty.  | General Advice Line:<br>0300 1234 555                |
| Age Concern                    | Provision of care for the elderly and specific elderly care at rest centres.                 | 0800 00 99 66  |
| The Samaritans                 | Experienced, listening/support service for people suffering emotional stress.                | 08457 90 90 90                                       |
| <b>Other useful number</b>     |  |  |
| Ryecare                        | Emergency Lifeline primarily used for the elderly and vulnerable                             | 01653 600 666 Ext 279                                |

**Section 6: Incident Check**

# **Useful Incident Documents**

**The checklists in this section are there to assist the user. They do not have to be followed or followed in any particular order- they provide helpful prompts and tips to assist during incidents.**

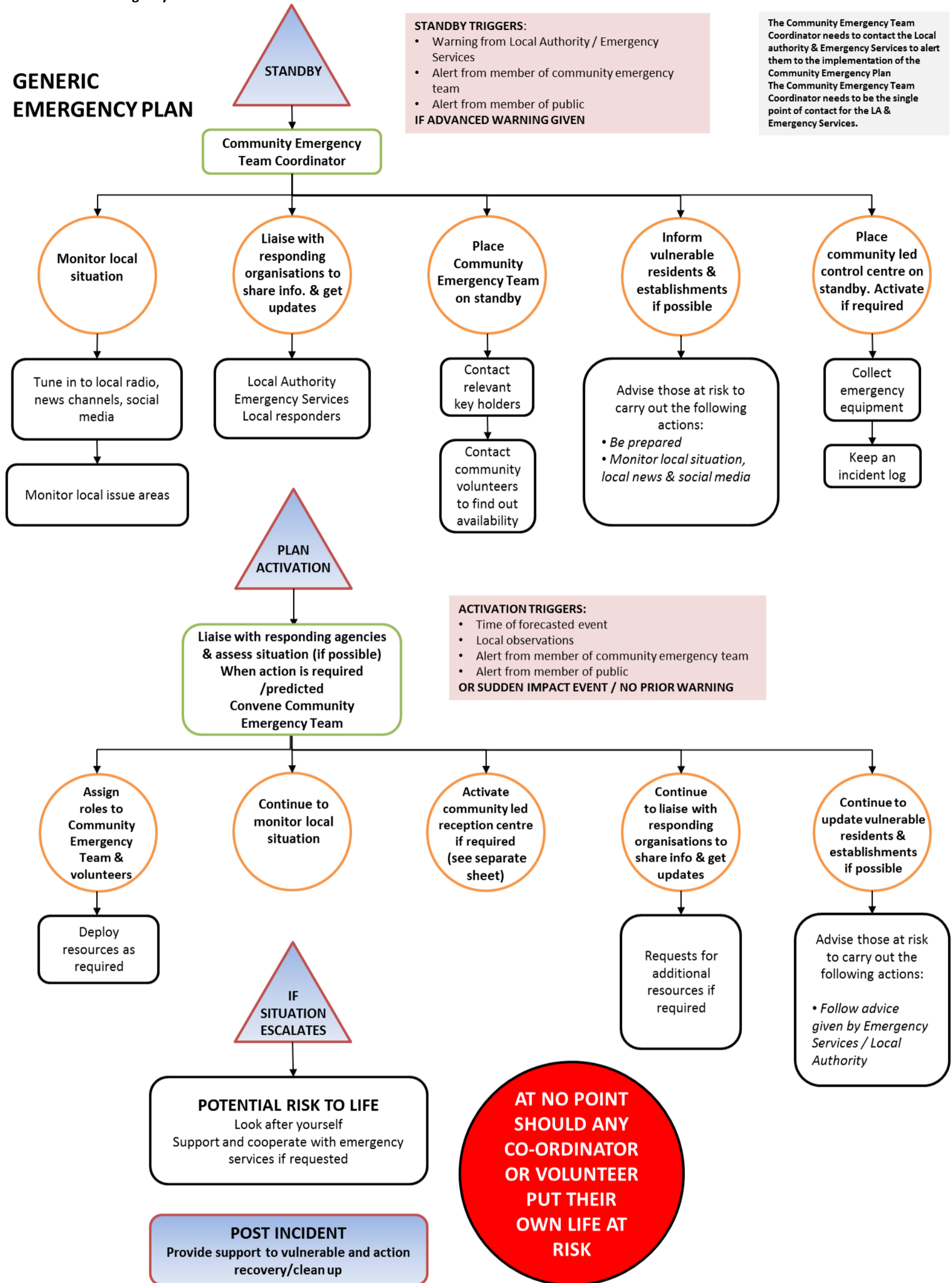
**If used they should be tailored to the specific needs and circumstances of the incident actually occurring.**

**6.1 Community Emergency Team Agenda**

1. Welcome & Introduction
2. Overview of the incident so far
3. Plan activation
4. Vulnerable people
5. Actions
6. Volunteers
7. Emergency Services
8. A.O.B

6.2i Generic Emergency Procedure

**GENERIC EMERGENCY PLAN**



**IMPORTANT NOTES:-**

- ❑ ENSURE THAT YOU REGULARLY UPDATE THE COMMUNITY WITH NON-CONFIDENTIAL, APPROVED INFORMATION.
- ❑ IF YOU HAVE TO TRAVEL OR GO ANYWHERE ALWAYS ENSURE SOMEONE KNOWS WHERE YOU ARE GOING, APPROXIMATELY HOW LONG YOU WILL BE AWAY, AND HAVE A CONTACT NUMBER BY WHICH THEY CAN CONTACT YOU.
- ❑ DO NOT PUT YOURSELF OR OTHERS AT RISK.

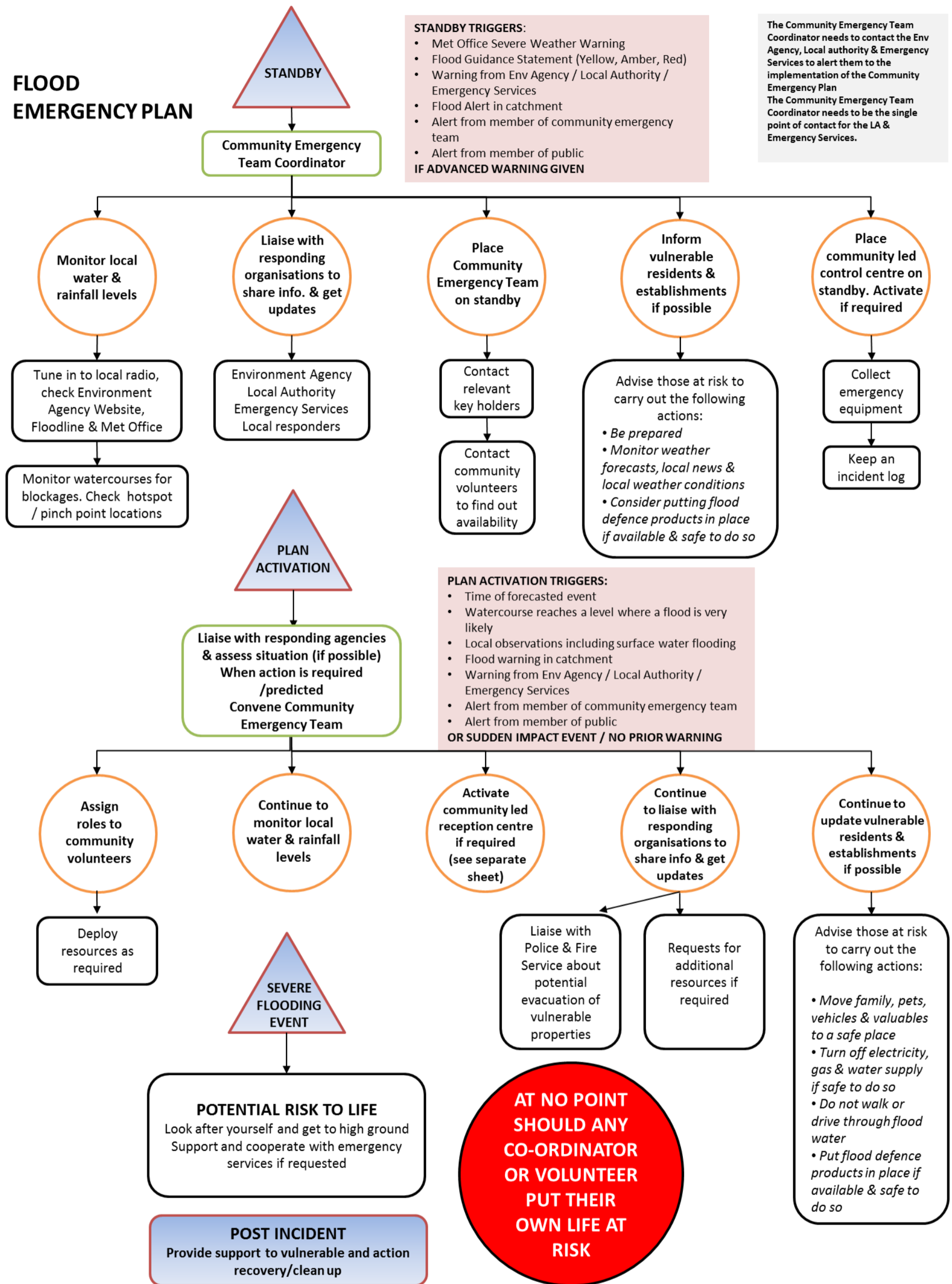
**IF EMERGENCY SERVICES ARE ON SITE- WORK WITH THEM - DO NOT OBSTRUCT THEM.**

Intentionally Blank



6.2ii Flood Emergency Procedure

**FLOOD EMERGENCY PLAN**



**IMPORTANT NOTES:-**

- ❑ ENSURE THAT YOU REGULARLY UPDATE THE COMMUNITY WITH NON-CONFIDENTIAL, APPROVED INFORMATION.
- ❑ IF YOU HAVE TO TRAVEL OR GO ANYWHERE ALWAYS ENSURE SOMEONE KNOWS WHERE YOU ARE GOING, APPROXIMATELY HOW LONG YOU WILL BE AWAY, AND HAVE A CONTACT NUMBER BY WHICH THEY CAN CONTACT YOU.
- ❑ DO NOT PUT YOURSELF OR OTHERS AT RISK.

IF EMERGENCY SERVICES ARE ON SITE- WORK WITH THEM - DO NOT OBSTRUCT THEM.

Intentionally Blank

**6.3 Rest/Welfare Centre Check Sheet**

You are providing a service which will reduce the distress of people removed from their normal environment because of serious danger.

*Note:* Depending upon the nature of the emergency evacuees may be transported to an alternative longer-term site, or found alternative accommodation for the initial duration of the emergency.

**Under no circumstances should you put yourself or others at risk!**

| No                            | Suggested Considerations  | Checklist<br>(Tick) | Remarks/Action Take |
|-------------------------------|---|---------------------|---------------------|
| <b>INITIAL CONSIDERATIONS</b> |   |                     |                     |
| 1                             | Collect Emergency Box if not located at the centre.   |                     |                     |
| 2                             | Open logbook to record events, actions and decisions, engage a note-taker if possible.            |                     |                     |
| 3                             | Nominate who is going to take charge of the Rest Centre.  |                     |                     |
| 4                             | Consider the resources needed to manage the number of potential people/evacuees.                  |                     |                     |
| 5                             | Inspect the building to ensure it is still fit for purpose. E.g. power, heating, structure etc.   |                     |                     |
| 6                             | Establish contact with Police/ Local Authority as necessary – get a log number.                   |                     |                     |
| <b>SET-UP CENTRE</b>          |   |                     |                     |
| 7                             | Use this plan and the Emergency Box contents to organise the RC internal layout.                  |                     |                     |
| 8                             | Brief staff, and establish regular briefings.   |                     |                     |
| 9                             | Ensure all staff have on means of identification (e.g. tabard and ID badge)                       |                     |                     |
| 10                            | Allocate staff specific roles/ areas of responsibility.   |                     |                     |
| 11                            | Designate a supervisor for each area.   |                     |                     |
| 12                            | Organise shift working as soon as possible. The busiest areas will need shorter shifts.           |                     |                     |
| 13                            | Ensure all staff and volunteers get proper breaks, rest and refreshment away from the main areas. |                     |                     |

## RUNNING REST CENTRE

|    |   |  |  |
|----|---|--|--|
| 14 | Ensure everyone entering the RC is registered. Name, age, gender, home address, place from which evacuated (if different), and destination (if known).<br><br><b>Template Registration Forms in Emergency Box</b> |  |  |
| 15 | Ensure Evacuees are taken inside immediately, are able to sit down and have a (hot) drink.  |  |  |
| 16 | Do not try to register people who have more obvious and urgent needs. People are more important than administrative procedures.   |  |  |
| 17 | Do not hold on to evacuees longer than absolutely necessary. If they have somewhere to go (relatives or friends), discharge them as quickly as possible, assisting them with transport if necessary.              |  |  |
| 18 | Do not allow children or pets to run riot. Quickly allocate closely supervised entertainment areas for children, and separate accommodation for pets.   |  |  |

**IMPORTANT NOTES:-**

- Remember** that Evacuees may be tired, wet, distressed, sick, hungry or in shock. This may cause them to display abnormal behaviour, e.g. be aggressive.
- Identify quickly anyone having special needs** and see to those immediately; medical welfare, disability, age, nursing mothers- anyone needing any form of additional assistance for any reason.
- Be alert** for symptoms of delayed shock or severe stress.
- Keep everyone informed** frequently and regularly of what is happening with non-confidential, approved information.
- Treat everyone** as an individual, having different rights, attitudes and needs.

**6.4 Post Incident Debrief form**

**Debrief Form**

**Personal details**

|              |              |
|--------------|--------------|
| <b>Name:</b> | <b>Role:</b> |
|--------------|--------------|

**Role on the Day**

In what capacity were you involved?

|  |   |
|--|---|
| <b>What aspects of the operation from your own role perspective did not go well and needs further development?</b> | <b>What aspects of your own role perspective went well and should be highlighted as good practice for future?</b> |
|--|---|

|  |  |
|--|--|
| <b>What aspects from the Community Plan perspective did not go well and needs further development?</b> | <b>What aspects from the Community Plan perspective went well and should be highlighted as good practice for future?</b> |
|--|--|

List plan amendments here

Any other comments.

