



BERINSFIELD PARISH COUNCIL

www.Berinsfield-pc.gov.uk

email : Clerk@Berinsfield-pc.gov.uk

Tel: 01869 354135

EMERGENCY PLAN

If you are in immediate danger call 999

Plan approved by Berinsfield Parish Council on 5th March, 2018
Amended 31st October 2023

Clerk to Berinsfield Parish Council,
Tel: 01869 354135

Plan distribution list

Name	Role	Phone number/email address	Issued on
Emergency Planning Officer, SODC	District Council Emergency Planning Officer	01235 422112 Emergencyplanning@southandvale.gov.uk Emergency.planning@oxfordshire.gov.uk	8.1.18
Emergency Planning Unit	Oxfordshire County Council	OFRS HQ Sterling Road, Kidlington, Oxford, OX5 2DU 01865 323765	8.1.18
Councillor P. Bridge	Community Emergency Coordinator	CllrBridge@berinsfield-pc.gov.uk 07771686121	
Mrs. Annette Loveland	Parish Clerk	Clerk@berinsfield-pc.gov.uk 01869354135	

Plan amendment list

Date of amendment	Date for next revision	Details of changes made	Changed by
2 nd March, 2020	March 2021	Changes to email addresses and contact details for organizations	Annette Loveland
31 st October 2023	31 st October 2024	Deletion of Information Centre information	Annette Loveland

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Local risk assessment

Risks	Impact on community	What can the Community Emergency Group do to prepare?
Fire or other incident in property requiring neighbouring properties to be evacuated	Short term safe accommodation required for residents.	Locate place of safety where residents can wait until it is safe to return to their properties where they can be warm and receive food and drink.
Heavy snowfall limits road access to village	<ul style="list-style-type: none"> • Some main routes difficult to use • Public transport disrupted • Roads and paths slippery for users / hazardous to use 	<ul style="list-style-type: none"> • Parish Council sign-up for local authority salt-supply and consider path clearance plan • Identify where grit-bins might be useful • Agree with farmers where they could undertake snow activity • Refer to Snow Guide issued by OCC
Wide scale utility failure affecting local area	<ul style="list-style-type: none"> • Impact on ability to cook or store food • Loss of heating and lighting • Loss of phone and internet services including emergency contacts • Need to collect water from distribution points. 	<ul style="list-style-type: none"> • Encourage vulnerable people to register with utility companies to receive priority services • Identify locations in community to gather for food/heat/electricity • Encourage good neighbour behaviour to identify/support people needing assistance • Prepare Utility outage report

Emergency coordination group

Name	Contact number(s)	Email	Address
Councillor P. Bridge	07771686121	Cllrbridge@berinsfield-pc.gov.uk	4 Wimblestraw Road, Berinsfield, OX10 7NA
Annette Loveland	01869354135	Clerk@berinsfield-pc.gov.uk	Highsett, Alchester Road, Chesterton, OX26 1UN
Councillor S. Scott-Ely	07831886152	Cllrscott-ely@berinsfield-pc.gov.uk	c/o Highsett, Alchester Road, Chesterton, OX26 1UN
All Members of Berinsfield Parish Council			
Vicar of Berinsfield (Reverend Teresa Stewart-Sykes)	07823809112		The Vicarage, Cherwell Road, Berinsfield

Local skills and resources assessment

Skill/Resource	Who?	Contact details	Address / location	When might be unavailable?
Trained first aider				
4x4 owner/driver				
Chainsaw owner (tree surgeon)	Complete Tree Services	01844 351488		During working hours
Water/food supplies	Co-op Stores		Fane Drive, Berinsfield Tel : 01865 340797	Shop open 7 days a week from 6 a.m. Monday to Saturday and 7 a.m. on Sunday Closes at 10 p.m.
	Savaforce		Fane Drive, Berinsfield Savaforceuk@yahoo.co.uk	
Childcare	Berin Centre	Manageress 01865 341944 07825301720	Berin Centre, Wimblestraw Road, Berinsfield OX10 7LZ	

Identified community meeting points & survivor reception centres

Building	Location address	Potential use in an emergency	Contact details of key holder (24hr)	Approximate capacity
Church Hall	Wimblestraw Road, Berinsfield	Survivor reception centre/meeting place	Church Wardens 01865 340389 01865 340709	60
Berinsfield Community Association	Wimblestraw Road, Berinsfield	Survivor reception centre/meeting place	The Managers 01865 340201 07902692638 07909502901	100 +
Berinsfield Pavilion	Lay Avenue, Berinsfield	Survivor reception centre/meeting place	Annette Loveland Clerk to Berinsfield Parish Council 01869354135 Caretaker G.Lee 07493157410	30
Berinsfield Boxing Club	Fane Drive	Survivor reception centre/meeting place	Manager of Boxing Club 07860 156950 07753576622	50+
Berry Youth Centre	Wimblestraw Road,	Survivor reception centre/meeting place	Councillor Alison Jones 07985119431	80

Helping vulnerable people and communities in an emergency

[Use this space to record details of individuals or organisations who might be able to use their local knowledge to identify vulnerable communities or people during an emergency]

Organisation	Name and role of contact	Phone number
Berinsfield Health Centre	Practice manager	01865 340558
Berinsfield pharmacy	Attached to Health Centre	01865 341114
Faith community	Vicar	07823809112

Activation triggers

When we get an amber flood warning

When the local authority emails a warning to community emergency plan holders

When we see a forecast of severe weather for our area

At the request of the emergency services/local authority to open and support a survivor reception centre

First steps in an emergency

[Use this space to add the steps to be followed when the plan is activated.
N.B. call 999 if there is a risk to life]

	Instructions	Tick
1	Contact Emergency Co-ordination Group members and meet to discuss the situation	
2	Gather information, assess the impact upon community and individuals	
3	Decide on resources required and appropriate action to take	
4		
5		
6		
7		
8		
9		
10		

Community Emergency Group first meeting agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

Location of the emergency:

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

Are there any vulnerable people involved?

- Elderly
- Families with children

What resources do we need?

- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

2. Who do we need to contact and what information do we need to provide?

3. How can we support the emergency response?

4. What actions can safely be taken?

5. Who is going to take the lead for the agreed actions?

6. Any other issues/next meeting?

Agreed evacuation action

Help the local authority with opening and supporting the survivor reception centre
Help police/local authority with door knocking
Tell emergency services who might need extra help to leave their home

Alternative communication arrangements

Meet at Church Hall

Berinsfield Community Association

Berinsfield Pavilion

Berinsfield Boxing Club

Berry Youth Centre

Knock the doors of other coordination group members

Important telephone numbers

Organisation	Contact for emergency planning team (where applicable)	General telephone no. for services (office hours)	In the event of an emergency
District Council	01235 422112	01235 422112	01235 422112
County Council	01865 323765	01865 792422	01865 323765
County Council Highways	08453101111		08453101111
Fire & rescue	999		999
Police	999		999
Ambulance	999		999
Environment Agency	03459881188		
Floodline	03459881188		
Thames Water	08003169800		
Electricity network provider	08700626769		
Gas network provider	0800111999		
Telecoms provider	08000480505	0800800150	
NHS Direct	111	111	111
Anti-Terrorism hotline	0800789321		0800789321
Foreign Office	02070081500		02070081500
Adjacent Town/Parish Councils			
Drayton St. Leonard	01844 267977		
Dorchester	07745311439		
Clifton Hampden	01296383650 01865379645		

Optional annexes / maps

Public Access Defibrilators:-

Dental Surgery, 204 Fane Drive, Berinsfield
Health Centre, Fane Drive, Berinsfield
The Library, Green Furlong, Berinsfield

Location of salt bins in Berinsfield :-

Fane Drive, adjacent to car park railings by Church
Berinscourt
Westcroft
Russell Jackson Close
Fane Drive by railings to Boxing Club
Junction of Wey Road and Fane Drive
The Pavilion, Lay Avenue
Junction of Roman Road and Path at the rear of Abbey Woods Primary School

Snow spreader and snow shovels located at the Pavilion, Lay Avenue, Berinsfield. Contact the Clerk, on 01869 354135

Return A

Once you have produced your plan, please help us to maintain the community emergency database up to date by completing the form below and returning it to the address provided at the bottom of the form.

Parish/Town Council Name:	Berinsfield Parish Council
Parish/Town Clerk Name:	Annette Loveland
Email address:	Clerk@Berinsfield-pc.gov.uk
Contact number(s):	01869354135
Parish/Town Chairperson:	Councillor S. Scott-Ely,
Email address:	Cllrscott-ely@berinsfield-pc.gov.uk
Contact number(s):	07831886152

To enable the emergency services to contact a member of your Emergency Co-ordination Group/Team, which numbers should they call? Please supply a minimum of two contact numbers.

Emergency Contact Numbers		
Name	During working hours	24 hours
Councillor P. Bridge	07771686121	
Annette Loveland	01869354135	

Within your Parish/Town council area, are there buildings that could be used as a temporary place of safety (survivor reception centre) for local residents evacuated from their homes.

Survivor Reception Centres			
Facility	Address including postcode	24hr contact number(s) to open facility	Approximate seating capacity
Church Hall	Wimblestraw Road, Berinsfield OX10 7NA	01865 340389 07823809112	60
Berinsfield Community Association	Wimblestraw Road, Berinsfield OX10	01865 340201 07902692638 07909502901	100+
Berinsfield Pavilion	Lay Avenue, Berinsfield	01869354135 07493157410	30
Berinsfield Boxing Club	Fane Drive, Berinsfield	07860 156950 07753576622	50
Berry Youth Club	Wimblestraw Road	07985119431	80

Emergency Plan Information	Yes	No
We have a Community Emergency Plan	X	
We have a Specific Flood / Snow Plan / Annex		
We would be interested in attending an event where we could get help in drafting our Plan		

To return the information:

By Email: Complete the form, save to your computer, email as attachment to:

emergency.planning@oxfordshire.gov.uk

Post: Emergency Planning Unit OFRS HQ, Sterling Road, Kidlington, OX5 2DU