



Goodworth Clatford Parish Council Community Emergency Plan

Plan Version: June 2026

This plan gives general guidance to the local community only, outlines actions to be taken by responsible groups and organisations and recognises that it is complementary to the County, Borough and Emergency Services plans in existence.

The aim of this Community Emergency Plan is to harness local resources and expertise to enable the community to help itself in a way that **complements the response of the emergency services**.

Most emergencies are dealt with in a co-ordinated joint response by the emergency services, local authorities and major utility providers. **However, there are occasions when communities can help themselves:**

- **Before the arrival of the emergency services** and immediately following a sudden impact event (fire, explosion, road traffic accident), particularly where people have evacuated from properties.
- **During widespread events** such as a flu pandemic, extensive flooding, storm damage or deep snow, when outside assistance might be unavailable or delayed because of higher priority (lifesaving) tasks or road closures.
- **Following the loss of basic utilities** (electricity, gas or water) for an extended period, particularly during periods of extreme weather.

Emergency services' responses to an emergency situation prioritise **saving and protecting life** and **combating and containing the emergency**. This Community Emergency Plan *does not try to replicate these specialist capabilities*.

If a major emergency happens it may be some time before help arrives. **It may result in:**

- People being displaced from their homes.
- Lack of immediate access to professional medical assistance.
- Lack of essential services including shelter, warmth/cooling, water, food, prescription medicines and power.

This Emergency Plan outlines how our community can support its residents by:

- Assuming responsibility for the welfare of displaced individuals who are not in the care of the medical services.
- Co-ordinating voluntary services and arranging temporary accommodation where required.
- Addressing the short-term welfare needs of individuals affected by the emergency.

It also provides **points of contact within the community** for the emergency services to acquire local knowledge and request support.

This Community Emergency Plan has been prepared for **two purposes:**

1. To provide a guide for the community of Goodworth Clatford on how it can support fellow residents in the event of a serious emergency.
2. To provide a guide for the Goodworth Clatford Emergency Resilience Team and a reference guide for any emergency services required to attend an incident in the village.

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PART A

Emergency Team Contact Details

Our emergency response management team consists of the Emergency Coordinator, the Parish Clerk, the Chairman of the Parish Council, and the Flood Warden.

Emergency Co-ordinator	Claire Henderson	01264 334169 07894168253
Parish Clerk	Eveline Attwood	07534336756
Chairman of the PC	Roy Struthers	07702675585
Flood Warden	Henryk Kwaitkowski	07803432139

Other relevant contact details for emergencies

Emergency planning liaison officer TVBC	Michael White	01264 368013
Test Valley Borough Council		01264 368000
Hampshire County Council	Roads and Floods	01962 841841
NHS Direct		111
Environment agency pollution incident		0800807060
Southern Water	Water and Sewerage	0845 2780845
SSE	Gas and Electricity	0800 072 7282
Or National emergency number	Electricity	105
The Breeze Andover		01256 694000
BBC Radio Solent		0345 303 0961
Andover War Memorial hospital (No A&E) RHCH Winchester (A&E)		01264 358811 01962 863535

Key Locations Identified as Places of Safety

Venue	Location	Key Holder
Goodworth Clatford Village Club	Village Street	Kate Savage: 07769911305
St Peters Room - St Peters Church	Church Lane	Jane Eastwood. 01264 353320 07748 302663
Openfield Office Complex	Barrow Hill	Justin Davis 07901 111828

All of these venues may be used as temporary places of safety or emergency rest centres. During an emergency, one of these venues will be designated as the main community hub for coordinating the local response.

Emergency Action Checklist

	Action to be taken
1	Call Emergency Services if not already alerted.
2	Call Village Emergency Co-ordinator or member of team.
3	Ensure you are not in any danger in your current location and if required move to a safe place (the emergency co-ordinator will advise you if a place of safety has been opened).
4	If you are being advised to or need to evacuate your property advise a family member or friend or the emergency co-ordinator where you are going and how you can be contacted.
5	Consider contacting neighbours (especially those who may be vulnerable) or others who may be affected by the situation.
6	Follow any instructions issued by the emergency services or the Emergency Co-ordinator. If you need to evacuate, take your Emergency Grab Bag with you (see checklist below). If it is safe to remain at home, monitor local radio or official social media channels for updates.

Emergency Grab Bag Checklist

Having an Emergency Grab Bag prepared in advance can help you respond quickly if you need to evacuate your home or if essential services are disrupted for an extended period.

The checklist below provides a guide to the items you may wish to include. While it may not be practical to keep every item permanently packed, the list can also be used as a checklist to ensure you can quickly gather anything not already in your bag. You may find it helpful to note where these items are kept within your home.

Medicines and Prescriptions
Toiletries
Identity Documents (passport/driving licence)
First Aid Kit
Radio (battery or wind up)
Torch (battery or wind up)
Spare Batteries
Notebook, pen, pencil
Candles/matches
Mobile phone and charger
Bottled water
Non-perishable food/snacks
Spare keys for house and car
Insurance documents or details
Household Contact Details
Money / credit card
Glasses / contact lenses
Change of clothes
Baby food and accessories
Children's toys / activities
Pet food and accessories

Utilities Checklist

If you need to evacuate your home, consider whether to turn off the following:

Utility	Location of isolation point	Tick when done
Gas		
Electric		
Water		
Heating Oil		

Flood Precautions (if applicable)

If your property is at risk of flooding, take the following additional precautions:

1.	Turn off electricity, gas and water
2.	Move pets and livestock to safety
3.	Place flood boards, polythene and sandbags
4.	Move sentimental items to safety
5.	Move important documents to safety
6.	Move outside items or weigh them down
7.	Move furniture and electrical items to safety
8.	Roll up carpets and rugs
9.	Unless time to remove, hang curtains over rods
10.	Move your car out of flood risk area

Additional Flood Protection:

As an alternative to traditional sandbags, synthetic absorbent bags are lightweight when dry, easy to store and can be deployed quickly when flooding is expected. They can be used across doorways and air vents to help reduce water ingress and to absorb any leakage behind other flood barriers.

These products are available in a range of sizes from DIY stores and online retailers. Typical "sandbag-sized" products generally cost between £4 and £8 each, with discounts often available for bulk purchases.

Household & Community Support

Complete this page before an emergency and review it regularly to ensure the information remains up to date. Keep a copy with your Community Emergency Plan or Emergency Grab Bag.

Family Contact Details

Would you be able to contact your family if your mobile phone was unavailable or the network was disrupted?

Record important contact details below and keep a copy with your Emergency Grab Bag.

Contact Name	Mobile Number	Landline Number

Neighbour Support

Can you support your neighbours or others in your community?

If, during an emergency, you are able to provide support or assistance to others in your community (for example, elderly, vulnerable or isolated residents), record the contact details of neighbours or community members who have agreed to share their details with you.

Name	Address	Telephone	Notes

PART B

Potential Community Hazards

Hazard	Impact	What the Emergency Resilience Team can do	What you can do
Flooding	- Danger to Life - Loss of access - Loss of utilities - Water damage - Sewage Pollution	- Advise TVBC and Southern Water - Monitor Environment Agency Flood Alerts - Activate Emergency Rest Centre - Request Police Diversions and 'Go Slow' signs	- Monitor Environment Agency Flood Alerts - Store sandbags - Check on vulnerable neighbours. - Advise the Village Flood Warden: Henryk Kwaitkowski (07803432139)
Total or partial loss of gas, electricity, water or telephones	- Loss of heating and/or cooking facilities - Loss of lighting - Loss of sanitary facilities - Loss of communication	- Activate Emergency Rest Centre	- Notify the Utility Provider - Check on vulnerable neighbours
Severe weather	- Fallen trees - Building damage	- Identify roads that need immediate clearance - Identify dangerous trees - Activate Emergency Rest Centre - Advise HCC	- Identify any neighbours that require shelter - Advise HCC of blocked roads

Major fire	- Building damage - Threat to life	- Activate Emergency Rest Centre	- Evacuate area - Check on vulnerable neighbours
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Hazard	Impact	What the Emergency Resilience Team can do	What you can do
Heavy snow	- Access in and out and within the village difficult - Loss of utilities - Care providers unable to meet their commitments - Disruption for pedestrians and possible physical injury	- Monitor weather warnings issued by the Met Office - Ensure all grit bins are full - Contact care providers to ensure they can meet their commitments - Activate Emergency Rest Centre	- Contact neighbourhood watch coordinators so they can check on vulnerable people in the area - Check on vulnerable neighbours
Major road accident	- Many injured people - Emergency services require assistance	- Contact First Responders, First Aiders, Padres, St Johns Ambulance	- Warn oncoming motorists
Gas leak or explosion	- Building damage - Threat to life	- Activate Emergency Rest Centre	- Evacuate area - Emergency rest centre activated
Terrorism or violence	- Building damage - Threat to life - Many injured people - Emergency services require assistance	- Evacuate area - Activate Emergency Rest Centre - Contact First Responders, First Aiders, Padres, St Johns Ambulance	- Evacuate area - Check on vulnerable neighbours
Aircraft accident	- Building damage - Threat to life - Many injured people - Emergency services require assistance	- Activate Emergency Rest Centre - Contact First Responders, First Aiders, Padres, St Johns Ambulance	- Evacuate area - Identify any neighbours that require shelter

Local Risk Assessment

Hazard	Impact	Mitigation in Place	Mitigation possible
Flooding	- River	- Encourage residents to register for Flood warnings issued by the Environment Agency - Properties that may be affected identified*	- Police traffic diversions. - Emergency rest centre activated - Residents install floodgates - Request sandbags from TVBC
	- Ground and surface water	- Ground Water Levels Monitored. - EA to provide warning that trigger level reached.	- Residents keep drains and ditches clear. - - Residents install floodgates - Request sandbags from TVBC - Put out 'Go Slow' signs
	- Sewer	- Ground Water Levels Monitored. - Southern Water (SW) monitoring pumps	- Over pumping at Clatford Station by SW. - Tankering from all pump stations by SW. - Put out 'Go Slow' signs
Total or partial loss of gas, electricity, water or telephone	- Loss of heating and/ or cooking facilities - Loss of lighting - Loss of sanitary facilities - Loss of communication	- Residents encouraged to register with Scottish and Southern Energy Priority Services Register.	- Provide food, drink, heat, light to affected vulnerable residents - Identify any residents that require rest centre and activate Emergency rest centre

Hazard	Impact	Mitigation in Place	Mitigation possible
Severe weather	- Fallen trees - HCC unable to clear roads - Building damage	- Inventory of vulnerable trees	- Identify any residents that require shelter - Emergency rest centre activated - Enlist volunteers and maintenance contractor with chainsaws or tractors with chains
Major fire	- Building damage - Threat to life	- Residents encouraged to fit smoke alarms	- Evacuate area - Emergency rest centre activated
Heavy snow or ice	- Loss of utilities - Care providers unable to meet commitments - Disruption for pedestrians and possible physical injury	- Residents encouraged to monitor weather warnings issued by the Met Office - PC ensures all grit bins are full	- Contact care providers to ensure they can meet their commitments - Contact neighbourhood watch coordinators so they can check on vulnerable people in the area - Contact Hampshire & Berkshire 4*4 Responders - Emergency rest centre activated
Major road accident		- Speedwatch	- Close roads - Contact First-aiders, Padres, St Johns Ambulance
Gas Leak or explosion	- Building damage - Threat to life		- Evacuate area - Emergency rest centre activated - Contact First-aiders, Padres, St Johns Ambulance
Terrorism or violence	- Building damage - Threat to life - Many injured people	- Neighbourhood watch	- Evacuate area - Emergency rest centre activated - Contact First-aiders, Padres, St Johns Ambulance
Aircraft accident	- Building damage - Threat to life - Major injuries - Risk of fire or explosion		- Evacuate area - Emergency rest centre activated - Contact First-aiders, Padres, St Johns Ambulance - Contact air traffic control at Nether Wallop

PART C

Emergency Resilience Team

Emergency Co-ordinator

Claire Henderson - 01264 334169, Mobile 07894168253

*Responsible for updating the plan annually and acting as **first point of contact** in the event of an emergency.*

Parish Clerk

Eveline Attwood – 07534336756

Chairman GCPC

Roy Struthers 0770267558

Flood Warden

Henryk Kwaitkowski 07803432139

Neighbourhood Watch Co-ordinators

Jackie Grey - 07810457193

Diana Heal - 07831641927

Key Holders for Locations of Safety

Kate Savage - 07769911305 (*Key holder for village club*)

John Milne - 01264361206 (*Key holder for St Peters Room*)

Nadine Moule - 01264 321454 and Justin Davis 07901 111828 (*Key holder for Openfield*)

Medical Co-ordinator

Malcolm Stone (Former GP) - 07802660453

Village responder for SUPPORT and triage prior to arrival of the emergency services

Wellbeing Co-ordinator - Chairman of WI

Julia Love – 01264 749967, Mobile 07500720880

Mary Evans 01264 357990

Responsible for arranging catering and comfort in case of emergency.

Parish Clerk

Eveline Attwood - 07534336756

Responsible for annually updating skills and resource registers and advising co-ordinators of any changes.

Hampshire County Council – 0300 555 1375

Test Valley Borough Council – 01264 368000 (Main switchboard and OOH service provider)

All emergency situations are different, and you must remember that should you or any member of local community be in danger then you should call 999 and request emergency help.

Plan Activation

First steps in an Emergency

	Instructions	Tick
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Contact the community emergency group to meet up	

Do people need to evacuate their houses or stay indoors?

1. No evacuation required or not possible.

- Advise residents to stay within their homes. Turn on the TV or radio and await further information. Compile a list of residents you believe require assistance in an emergency.

2. Yes evacuate

- Evacuate to the designated community location as per the Emergency plan.
- Contact all residents affected using telephone tree and advise of the situation and evacuation venue.
- Advise relevant community members of the situation.
- Assess who is affected by the emergency/situation.
- Contact Borough and Parish Council members and advise of the situation.

LOG SHEET

Date.	Time	Information/Decisions/Actions.	Initials
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