

*Dear Resident,*

### **Snitterfield Parish Council - Emergency Plan**

In these exceptional times, Snitterfield Parish Council ("SPC") is updating its Emergency Plan to supplement the District and County wide versions. We need to hold up-to-date information about the Parish and the people who live here.

This document is being distributed by Snitterfield Community Volunteers acting on behalf of SPC taking precautions under Government Guidelines.

Most major emergencies will be managed by the emergency services, but there are other serious issues that would benefit from better local knowledge. Examples include persistent flooding, extended water and power outages, accidents or road closures, and the risks to health that we are all experiencing.

The information you provide to us will be recorded at property level and there is no need to register any personal data. Information provided will be stored securely, used only in an emergency, and will only be made available to the Emergency Services, Parish Councillors and the Parish Clerk. You can request, at any time, a copy of the records held for your property from the Parish Clerk.

The key areas the Emergency Plan focuses on are:

#### **Vulnerability**

In an emergency, we want to ensure that we as a community are supporting vulnerable residents. We are creating a confidential list of vulnerable residents to be included in the Emergency Plan. Vulnerability could be for various reasons, including age (young or old), medical conditions, disabilities, and may be permanent or temporary.

**Please use the attached form to let us know of anyone at your home who is especially vulnerable and may need support in an emergency.**

Priority Services Register is a free service provided by utility suppliers and network operators for vulnerable residents. Further details are on the SPC website.

#### **Local volunteers and people with key skills**

We may be cut off and need to operate using only local resources. We need to know the location of volunteers and those with key skills such as: medical training, farmers, plumbers, electricians, mechanics, chain saw operators etc.

## Transport and equipment

Having a list of people who are willing to volunteer their time and vehicles in an emergency will be invaluable. Residents with 4X4 vehicles, tractors, trailers, chain saws, water pumps and other heavy-duty machinery are of particular interest.

## Facilities independent of mains electricity

During an extended power outage, it will be useful to know the location of buildings with heating, lighting and cooking facilities that are independent of mains electricity. Examples could include log burners, open fires, gas fuelled ovens, and homes with back-up generators.

## Accuracy of information

For completeness, we need to know who has received this document, so please complete the attached form and send to the Parish Clerk. Please also let us know of any changes to the information you provide to us.

## How to send us this information

Please choose one of these methods:

1. Send us the information requested by email to: [snitterfieldpc@outlook.com](mailto:snitterfieldpc@outlook.com)
2. Send the attached form, once completed, to us by post
3. Complete the online survey at [www.snitterfieldpc.org.uk/emergencyplan](http://www.snitterfieldpc.org.uk/emergencyplan)

**Please reply by 10 January 2021.**

We will, of course, also process replies received after this date. Any data provided will be securely retained and its usage will comply with our privacy policy (for details, see our website).

**The Parish Emergency Co-ordinator is the Parish Clerk, Nicola Everall.**

*Thank you for your co-operation, help and support.*

## **Snitterfield Parish Council**

Nicola Everall (Parish Clerk)  
9 Beech Close  
Rowington  
CV35 7AH

Telephone: 01564 785145  
Mobile: 07940 476727  
Email: [snitterfieldpc@outlook.com](mailto:snitterfieldpc@outlook.com)  
Website: <https://www.snitterfieldpc.org.uk/>

Please also consider joining [www.nextdoor.co.uk](http://www.nextdoor.co.uk), a free, private social network which sends message via email. It is used by some residents in Snitterfield and can be used to share urgent messages. Registration is linked to your address and postcode so ONLY Snitterfield residents can sign up to Snitterfield neighbourhood. You can then choose to receive ONLY messages from the Snitterfield neighbourhood (or add more such as Wolverton, Norton Lindsey etc).