

Community Emergency Plan

Braunton Village

V2 14/10/2015



Amendments

| Date | Page Number | Reason for Amendment | Changed by |
|----------|-------------|--|------------|
| 14/10/15 | 9 | Helicopter Landing Sites (HLS) section amended | A Corner |
| 14/10/15 | 12 | Parish Clerk name changed, A Flt 22 Sqn SAR removed | A Corner |
| 14/10/15 | 13 | Environment Agency Floodline & NHS Direct details amended | A Corner |
| 14/10/15 | 19 | Caen Medical Centre Number amended | A Corner |
| 14/10/15 | 20 | Lisa Ace Dental Surgery amended 2 new defibrillator locations added | A Corner |
| 14/10/15 | 21 | Cert Pack Contents 2 items removed | A Corner |
| 14/10/15 | 23 | Doctor and NHS Direct Numbers changed | A Corner |
| 14/10/15 | 27 | Floodline number amended | A Corner |
| 14/10/15 | 35 | Police Station changed to Caen Street Overflow Car Park | A Corner |
| 14/10/15 | 36 | Removed Jason Lovelock, Ben Lovelock, Amended Luke Stroud | A Corner |
| 14/10/15 | 37 | Floodline Number & NHS Direct details amended | A Corner |
| 14/10/15 | 39 | Caen Catepillars Pre School amended | A Corner |
| 14/10/15 | 41 | George Hotel Landlord removed | A Corner |
| 14/10/15 | 44 | Page removed | A Corner |
| 14/10/15 | 45 | Added 7. Pastoral Care Sarah Wood | A Corner |
| | | | |

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Glossary

| Acronym/Term | Definition |
|-------------------------------|---|
| BCRC | Braunton Caen Rotary Club |
| BEWS | Braunton Early Warning System |
| Bronze Command | Operational Command |
| Bronze Command Centre | Multi-agency co-ordination centre (Evac. Briefing Centre) |
| CEP | Community Emergency Plan |
| CERT | Community Emergency Response Team |
| DCC | Devon County Council |
| EA | Environment Agency |
| EAP | Evacuation Assembly Point |
| EP | Emergency Plan |
| Evac. | Evacuation |
| FAZ | Flood Action Zone |
| FCP | Forward Command Post |
| Flood Alert | Flooding is possible; be prepared |
| Flood Warning | Flooding is expected. Immediate action is required |
| Gold Command | Strategic Command |
| GR | Grid Reference |
| HLS | Helicopter Landing Site |
| ICP | Incident Control Point |
| LHA | Local Health Authority |
| Met Office Rain Alert: YELLOW | Be aware |
| Met Office Rain Alert: AMBER | Be prepared |
| Met Office Rain Alert RED | Take action |
| NDCC | North Devon County Council |
| NHS | National Health Service |
| SAR | Search and Rescue |
| SDP | Sandbag Distribution Point |
| SDP Controller | Manages the filling and distribution of sandbags |
| Severe Flood Warning | Severe flooding. Danger to life |
| Silver Command | Tactical Command |

1.0 Introduction

An emergency/major incident is any event or circumstance (happening with or without warning) that causes or threatens death or injury, disruption to the community, or damage to property or to the environment on such a scale that the effect cannot wholly be dealt with by the emergency services, local authorities and other organisations as part of their normal day-to day activities.

Although there is no statutory responsibility for communities to plan for, respond to, or recover from emergencies, it is good practice to identify potential hazards and make simple plans on how they could respond to them.

This plan has been developed to provide resilience for the community in Braunton in the pre-event phase or early stages of an emergency.

The Braunton Community Emergency Response Team has been formed to assist the activation of this plan and to assist the emergency services wherever possible, prior to, during and after an emergency event.

1.1 Aim

The aim of this plan is to increase resilience within the local community through developing a robust co-ordinated approach that compliments the plans of responding agencies.

1.2 Objectives

- Identify the risks most likely to impact the community
- Identify relevant steps to mitigate and respond to emergency situations, including warning the community as required
- Identify vulnerable people / groups / establishments in the community
- Identify community resources available to assist during an emergency
- Provide key contact details for the CERT, Key Community Resources, the Emergency Services and Local Authorities
- Provide information and assistance to the Emergency Services upon their arrival and as appropriate throughout the event

1.3 Types of Emergencies

Types of potential emergencies that may impact the community are:

- Flooding and Severe Weather events
- Sustained Electricity, Water, or Gas failure
- Road/Aircraft Accidents
- Fire and Explosions/Gas Leaks/Building Collapses
- Hazardous Vapour Releases
- Acts of Terrorism
- Disease

2.0 Activation Procedure/Trigger and Escalation

A guideline activation procedure can be found in **Annex A**. This procedure details the call out order, communicating of information to the community and logging of actions. The CEP is to be activated by the CERT collectively and is dependent upon the emergencies demands, a discussion amongst the CERT should be held to assess this requirement.

Specific flood triggers and escalation procedures are detailed in Annex H

3.0 Community Emergency Response Team

The CERT has been established to coordinate the community's response to an incident. They are also responsible for keeping the plan up to date.

| Role | Name | Contact | Address |
|---|----------------------------|---------|---------|
| Coordinator | Patrick Farrelly | | |
| Deputy | Peter Lord | | |
| Team Member | Ben Byrom | | |
| Team Member | Parish Council Chairman | | |
| Team Member (Communications) | David Oades | | |
| Team Member (Rotary Liaison) | John Rendle | | |
| Team Member (Rotary Liaison Deputy) | Tom McCormack | | |

The role of the CERT Co-ordinator is to:

- Pull together the Community Emergency Plan
- Ensure that the plan is regularly reviewed and updated
- Report annually to the Community detailing if the plan has been activated and highlighting any changes to the CERT members
- Act as a focal point for the community in the response to an emergency
- Act as the main contact point for District and County Councils and the emergency services, to ensure that two-way communication is maintained
- Ensure that the appropriate authorities and individuals are notified
- Communicate important messages to the community
- Delegate specific roles to others on the CERT
- Activate resources as required

Tasks should be delegated to team members as appropriate. The Co-ordinator should ensure that all team members are engaged in the planning and response processes.

All members of the CERT should:

- Reside in the community
- Have good local knowledge
- Be able to activate the support of the community and speak on behalf of the community
- Ensure that the vulnerable are provided with additional assurance during an emergency
- Ensure that communications are maintained within the community and District Council
- Ensure that Confidentiality is maintained where necessary
- Maintain his / her own action log in the event of an emergency
- Create a 'grab bag' containing the plan and any appropriate clothing / equipment which may be required
- Have sufficient knowledge of the plan to act as Co-ordinator in their absence

The Deputy and other team members should support the Co-ordinator in carrying out their role.

Team Member Communications

Responsible for updating social media interfaces to warn and inform the community.

Braunton Early Warning System (BCRC Volunteers)

Members of Braunton Caen Rotary Club will form the Braunton Early Warning System (BEWS) to alert property owners to the threat of flooding. The BEWS will be activated at Flood Warning. This is a back-up action in the even residents fail to receive a Flood Warning.

4.0 Incident Co-ordination

The community have identified their initial Incident Control Points (ICP) as follows:

The primary ICP(1) will be at: Braunton Garage, SS489 363

The secondary ICP(2) will be at: West Cross Garage, SS485 365

ICP equipment is located at: ICP(1) and ICP(2)

If ICP 1 is not accessible, ICP 2 should be elected, vice versa

Upon arrival of the emergency services, who may locate at a different ICP, the CERT Co-ordinator should make him/herself known to the emergency services and provide them with a copy of the CEP, and be available to provide local knowledge.

The Emergency Services may relocate the ICP to,

George Hotel, Exeter Road, EX33 2JJ, SS488 365

Upon relocation, the CERT Co-ordinator should assist the Police at this location.

5.0 Evacuation Assembly Points

Due to the demands of an emergency it may not be possible for Devon County Council to provide immediate Humanitarian Assistance, the Parish may need to establish an Evacuation Assembly Point. The aim of the EAP is to provide a facility for the public to use as a short-term refuge.

Later in an emergency where people are required to leave their homes Devon County Council may set up a Rest Centre to provide temporary shelter. The Rest Centre will have facilities for sleeping, hot food/drinks and information.

The EAPs are:

- a. Priority One: Southmead School, SS491 359
Wrafton Rd, Braunton, EX33 2BU
- b. Priority Two: Kingsacre School, SS481 367
Greenacre, Braunton, EX33 1BQ

For key holder contacts refer to Annex B

The Police Bronze Command Centre will be positioned at,

Heanton Church Hall, Wrafton Road, Wrafton EX33 2DN

5.1 Establishment and Operation of EAP

Instruction for the establishment and operation of the EAP are at Annex I.

6.0 Helicopter Landing Sites (HLS)

These facilities will only be used following liaison between the Emergency Services and the Marine & Coastguard Agency SAR in the Rescue Phase of an incident.

A number of areas that are suitable for use as emergency HLSs for evacuation purposes have been identified. These are:

- a. East of A 361/river - Recreation Ground
- b. East of A 361/river – Braunton Academy Playing Fields
- c. West of A 361/river – Cricket Ground
- d. West of A 361/river – Kingsacre School

These options are for the Emergency Services and the Marine & Coastguard Agency SAR to decide from dependent upon incident circumstances.

7.0 Key Information

The Annexes of this plan provide areas to record key information to plan for and use in the event of an emergency,

| | |
|----------|---|
| Annex A | Emergency Action Check List and Logging Sheet |
| Annex B | Key Contact List |
| Annex C | Risk Assessments and Actions |
| Annex C1 | Description of Emergencies and Impacts |
| Annex D | Community Resources |
| Annex E | Householders Self Help |
| Annex F | Communications |
| Annex G | Maps of the Community |
| Annex H | Community Flood Plan |
| Annex I | Instructions for the establishment and operation of the EAP |
| Annex J | Plan Distribution |

8.0 Plan Maintenance

The CERT will meet to discuss the community's resilience arrangements at least on a 6 monthly basis, (June and October), when new facilities or information become available which affects trigger points, e.g. installation of engineering solutions, and after any events, e.g flooding, where the plan has been utilised.

A full review of the plan by the CERT should be carried out annually to ensure that the contact numbers are still correct.

When issuing updated pages of the plan it is important to ensure the removed pages are returned as this will help ensure that all the plans are correctly updated.

Annex A

Emergency Action Check List

| Action | | Complete |
|--------|---|----------|
| 1 | Where an emergency is possible or anticipated CERT are to meet and monitor the situation and warn members of community as appropriate. Be prepared to respond urgently. | |
| 2 | Dial 999 and ensure the emergency services are aware of the emergency and follow any advice given. If it's a flood, call the Flood Incident Line on 0800 80 70 60. Call 101 and ask for the CERT Coordinators details to be forwarded onto Silver Command as a point of contact | |
| 3 | Contact and inform North Devon District Council or Devon County Council (See Section 3.0 Key Contacts) | |
| 4 | CERT to begin recording details on the Log Sheet overleaf including: <ul style="list-style-type: none"> • Any decisions you have made and why • Actions taken • Who you spoke to and what you said (Including contact numbers) • Any information received | |
| 5 | Contact other members of the CERT and members of the community that need to be alerted by agreed method. <ul style="list-style-type: none"> • Households affected • The Parish Council / Ward via the Parish Clerk • Volunteers and key holders as appropriate | |
| 6 | If necessary, call a community meeting but ensure the venue is safe and people can get there safely | |
| 7 | Make sure you take notes and record actions from the meeting. If a decision is reached to activate an Emergency Plan remember to follow the appropriate check sheet | |
| 8 | When the emergency services attend, the co-coordinator should make him/herself and the CEP available | |

UNDER NO CIRCUMSTANCES SHOULD YOU PUT YOURSELF OR OTHERS AT RISK TO FULFIL THESE TASKS

Logging Sheet

It is important to record all information during an emergency. Completing a logging sheet is an easy way to ensure information is not lost. It can also help support / justify any decisions made or actions taken.

| Date | Time | Information / Decision / Action | Initials |
|------|------|---------------------------------|----------|
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Annex B

Key Contacts List

E.g. Emergency Services, Health Organisations, Parish / District / County Councils, Water Company, Gas, Doctors, Highways, Environment Agency, and Schools

| | Service / Name | Telephone Number | Additional Information |
|-----------------------------------|--|---|--------------------------------------|
| Individuals | CERT Contacts, see Section 3.0 | | |
| | Tracey Lovell | | Braunton Parish Clerk |
| | Braunton PC Chairman | | Out of hours Heanton |
| | Malcolm Measures | | Parish Clerk |
| | Heanton Parish Deputy Clerk | (To be Appointed) | Heanton Parish Deputy Clerk |
| | Heanton PC Chairperson | (To be Appointed) | Out of hours |
| | RMB Chivenor Guardroom | | |
| Emergency Services | Police | Emergency: 999 Non Emergency: 101 | |
| | Devon and Somerset Fire and Rescue Service | Emergency: 999 Office: 01392 872 200 | Fire/Flood Rescue, Support/Resources |
| | Ambulance Service | Emergency: 999 General: 01392 261621 | |
| | HM Coastguard | Emergency: 999 General: 0870 6006505 | Water Rescue Resources/Support |
| Activation and Emergency Planning | NDDC Activation | | Emergency Planning Callout |
| | DCC Emergency Planning Service | | |
| | NDDC Emergency Planner | | |
| | Devon County Council | 0845 1551020 | General Enquiries |
| | Parish Council Offices | 01271 812131 | |

| | | | |
|--------------------------|----------------------------------|---|-------------------------------|
| Flooding and Forecasting | Environment Agency Floodline | 0345 9881188 | Flooding Events |
| | Environment Agency | 08708 506506 | General Enquiries |
| | Met Office | 0870 9000100 | Meteorological Forecasting |
| | Met Office Weathercall | 09014 722054 | |
| | NDCC Environmental Health Dept. | 01271 388870 | Environmental Health Concerns |
| Utilities | South West Water | 0800 1691144 | Non-domestic water leaks |
| | Western Power Distribution | Office: 0845 6012989 Silent: 0800 365900 | Power cuts |
| | British Gas | 0800 111999 | Gas leaks |
| | Wales and West | 0800 111999 General: 0870 1650597 | Gas Leaks |
| | National Gas | 0800 1691144 | Gas Leaks |
| | BT | 01525 290647 0800 800150 | Telecommunications |
| Healthcare | Local Doctors Surgery | 0844 4778618 | Medical/Healthcare |
| | NHS non emergency | 111 | Advice |
| | North Devon District Hospital | 01271 322577 | Medical/Healthcare |
| | Bideford Hospital | 01271 322577 | Medical/Healthcare |
| Highways | Devon County Council Highways | 01392 383329 | Highways Management |
| | Highways Agency Information Line | 08457 504030 | Highways Information |
| Vehicle Recovery | RAC Breakdown | 0800 828282 | Vehicle Recovery |
| | AA Roadwatch | 0906 884322 | 84322 from mobile |
| | AA Breakdown | 0800 88 77 66 0121 275 3746 | |
| | West Cross Garage | 01271 812295 07778149457 | Vehicle Recovery |
| Schools | Braunton Academy | 01271 812221 | |

| | | | |
|----------------------------|------------------------------|---|---------------------------|
| | Southmead School | Landline: 01271 812448 | |
| | Kingsacre Primary | Landline: 01271 815485 | |
| | Braunton Caen Primary School | 01271 812786 | |
| Local Media Services | BBC Radio Devon | News: 01752 234511 Travel: 0845 3002829 On air: 0845 3011034 Plym'th: 01752 260323 Exeter: 01392 215651 | Media, Warning, Informing |
| | The Voice | On Air: 01271 323010 Text: 66010 | Media, Warning, Informing |
| | Heart North Devon | Traffic: 0345 3737777 Station: 01392 444444 | Media, Warning, Informing |
| | Matt Fryer Photographer | | Media Photographer |
| | North Devon Journal | News: 01271 343064 | Media, Warning, Informing |
| | North Devon Gazette | 01271 344303 | Media, Warning, Informing |
| Animal Welfare | RSPCA | 24 hour: 0300 1234999 Office: 0300 1234555 | Animal Welfare |
| | DSFRS Large Animal Rescue | Only to be requested via the on scene Fire Commander | Large Animal Rescue |
| Emotional Support Services | Samaritans 24 hours | 0845 3030900 | Support |
| | Victim Support 8am-8pm | 0845 3030900 0845 676 1020 | Support |

Annex C

Risks

When assessing risks in the community likelihood and the impact of the event has been considered. Many of the risks will be planned for at a national / Regional / County or District level. Risk Assessments were undertaken to consider how the community can respond to ensure the community's safety / wellbeing.

| Risk / Hazard | Incident | Possible Actions |
|-------------------------------|---|--|
| Flood | | See Annex H |
| Sustained Cold Period | Ongoing | CERT to meet and, <ul style="list-style-type: none"> Consult Annex D and activate accordingly Consider cascade to, and check of vulnerable persons, this may have to be completed through the BEWS Advise community to be self sufficient in the provision of salt |
| Heavy Snow | Forecast | <ul style="list-style-type: none"> CERT to discuss situation Consider to prepare the ICP Advise the community to obtain salt Parish Council to consider activating Snow Warden for salt spreading if appropriate Consider cascade to, and check of vulnerable persons, this may have to be completed through the BEWS |
| | Not Forecasted | CERT to establish contact and discuss, <ul style="list-style-type: none"> Parish Council to consider activation of Snow Warden Consider cascade to, and check of vulnerable persons, this may have to be completed through the BEWS Consult and activate appropriate Community Resources - Annex D |
| Severe Weather: High Winds | Unexpected winds fell trees causing damage and disruption | <ul style="list-style-type: none"> Consider cascade to, and check of vulnerable persons, this may have to be completed through the BEWS Identify blocked roads and communicate to NDCC (see Annex B) Identify areas and extent of damage, consider the provision of shelter (EAP) |
| | NDCC unable to assist in clearing roads | <ul style="list-style-type: none"> Identify roads requiring immediate clearance and clear CERT to refer to Annex D |
| | Residents require shelter | <ul style="list-style-type: none"> Advise to shelter with relatives/friends or, Consider opening EAP with assistance from Braunton Caen Rotary Club |

| | | |
|---|--|---|
| Incident on A361 | Spontaneous | <p>Primary Responsibility: Emergency Services, rapid deployment</p> <ul style="list-style-type: none"> Consider cascade systems to inform those most at risk Possible use of Southmead School for those delayed/evacuated from homes/cars |
| Loss of Communications | | See Annex F |
| Loss of Mains Services: Power | Supply failure with no immediate relief available | <p>CERT to meet and,</p> <ul style="list-style-type: none"> Identify areas affected Identify if temporary shelter is required – prepare to notify Rotary Club volunteers Consider cascade to, and check of vulnerable persons, this may have to be completed through the BEWS |
| | Residents require temporary shelter | <ul style="list-style-type: none"> Advise to shelter with relatives/friends or, Consider opening EAP with assistance from Braunton Caen Rotary Club |
| Loss of Mains Services: Water | Supply failure with no immediate relief available | <p>CERT to meet and,</p> <ul style="list-style-type: none"> Identify areas affected Identify if temporary shelter is required – prepare to notify Rotary Club volunteers Consider cascade to, and check of vulnerable persons, this may have to be completed through the BEWS CERT to reference Annex D for appropriate resources |
| Aircraft Crash | Aircraft crashes into houses, many injured and buildings damaged and on fire | <p>Primary Responsibility: Emergency Services, rapid deployment</p> <ul style="list-style-type: none"> Consider cascade to, and check of vulnerable persons, this may have to be completed by BCRC volunteers Consider evacuation of walking wounded/casualties to suitable upwind location |
| Hazardous Vapour Release Gas Leak Fire Building Collapse Terrorism/Violence | Unforeseen | <p>Primary Responsibility: Emergency Services, rapid deployment</p> <ul style="list-style-type: none"> Consider cascade systems to those most at risk downwind, and vulnerable persons, this may need to be completed by BCRC volunteers Consider provision of shelter and evacuation to upwind location |
| Disease | | <ul style="list-style-type: none"> Any actions taken are under the guidance of the Local Health Authority CERT to discuss implementation |

C1 Description of Emergencies and Impacts

Some events are the responsibility of the Emergency Services, but Braunton community can assist as shown in each section below.

| Incident | Description of Impact |
|---|--|
| <p>Flooding</p> | <p>Prolonged rainfall causing the River Caen to overtop its banks, the River Caen responds rapidly to rainfall, tendency for flash floods to occur</p> <p>This may be anticipated by monitoring the weather forecasts, the duration and intensity of the rainfall up-stream, and the river levels</p> <p>Heavy rains leading to infiltration and overland flow, event may not be anticipated and flooding can occur very rapidly</p> <p>Also be aware that Snowmelt also causes flooding by delaying the arrival of water at the soil. Once it does reach the soil, water from snowmelt behaves as it would if it had come from rain - the water either infiltrates into the soil or it runs off (or both)</p> |
| <p>Heavy Snow</p> <p>Heavy snow is the only event that is likely to completely isolate Braunton. It will prevent traffic movement into, out of, around and through the village. It may be forecast or not,</p> <p>It will have a number of effects:</p> | <p>Disruption of traffic movement and the cause of vehicle accidents,</p> <p>It is only likely to last for a short time until snow ploughs can clear the A361 and B3132</p> <p>Disruption of foot movement and the cause of physical injury,</p> <p>Care provider agencies operating in Braunton have their own contingency plans to get their staff to those for whom they care</p> |
| <p>Severe Weather: High Winds</p> | <p>This is likely to manifest itself as strong and destructive winds, causing damage to buildings, loss of electricity and fallen trees blocking roads</p> |
| <p>Electricity, Water, or Gas Failure</p> | <p>The loss of electricity, water or gas to homes could result in the requirement to provide shelter and facilities to those affected, particularly during inclement weather</p> |
| <p>Road Traffic Collision</p> | <p>An event involving a coach or bus resulting in the need to provide immediate shelter for casualties and survivors</p> |
| <p>Fire/Building Collapse</p> | <p>A major fire in a public or private building could produce a requirement to provide shelter to those evacuated</p> |
| <p>Gas Leak/Explosion</p> | <p>This event could produce a requirement to provide shelter to those evacuated</p> |

| | |
|--------------------------|---|
| Terrorism/Violence | An incident, possibly related to terrorism outside the jurisdiction of RMB Chivenor, violence or armed criminality, could require an area of Braunton to be evacuated and the evacuees requiring shelter |
| Aircraft Accident | <p>An aircraft crash may or may not require a CERT response. This would be determined by the location and severity of the crash</p> <p>In the event of an aircraft impacting on buildings there will be casualties and others will need to be evacuate</p> |
| Hazardous Vapour Release | <p>An incident in the village could place residents and or visitors in the downwind hazard area</p> <p>This could require the evacuation of a large area of the village for some considerable period of time</p> |
| Disease/Pandemic | <p>The community should be prepared to react to the outbreak of a pandemic disease, however the response would be under the guidance of the Local Health Authority</p> <p>In the event of an outbreak the CERT will meet and decide how to implement this</p> |

Annex D

Community Resources

Key resources available to support the local community are listed here.

| Resource | Contact / Key Holder | Conditions of Use | Additional Information |
|----------------------------------|---|--|------------------------|
| Padre | Mark Rowan | | Pentecostal Church |
| | Rev. Thorne | | St Brannocks |
| | 01271 812812 | | Christ Church |
| | Rev. Manning | | |
| Tractor/Trailer Fork Lift | Dave Hartnoll | | |
| Travis Perkins (Sand) | 01271 817275 01271 378888 | | Sand Deliveries |
| Child Care | For Registered Childcare Providers see Annex 2F 'Early Years' | | Provision of Childcare |
| Braunton Caen Rotary Club (BEWS) | 01271 816150 John Rendle | | Volunteers |
| Healthcare | Caen Medical Centre 01271 818030 | | Registered Drs |
| | | | Registered Nurses |
| Vehicle Recovery and Flat Bed | Ben Byrom | | West Cross Garage |
| 4X4 Vehicles | Devon and Cornwall 4X4 Response | Normally only activated via the Police | |

| Community Defibrillators | | | |
|------------------------------------|--|--|--|
| Heddons Croft Dental Surgery | Exeter Road, Braunton EX33 2JL | 01271 812061 | |
| Caen Medical Centre | Caen Street, Braunton EX33 1LR | 08444 778618 | |
| Braunton Academy | Barton Lane, Braunton EX33 2BP | 01271 812221 | |
| J&S Wensley Newsagents | Caen Street, Braunton EX33 1AA | 01271 812315 | |
| Riverside Dental Practice | Butts Path, Braunton EX33 2EU | 01271 813721 | |
| Caen Dental Practice | West Cross, Braunton EX33 1AQ | 01271 815045 | |
| Braunton Mobility Centre (24 hour) | 3 Cross Tree Centre, Braunton, EX33 1AA | 01271 814577 | |
| Pixie Dell Stores (24 hour) | 2 Pixie Dell, Braunton, EX33 1DP | 01271 814827 | |
| Generic for EAP | | | |
| Blankets (200) | RMB Chivenor | | |
| Camp Beds/Mattress' (100) | | | |
| Flood | | | |
| Sandbags | Ben Byrom | | Fire Station Parish Hall Yard Police Station South Street/Tesco Road Junction |
| Sand (4 tons) | Parish Council Office | | |
| 4x4 Vehicles | Devon and Cornwall 4x4 Response | Normally only activated via the Police | |
| Snow/Ice | | | |
| Salt and Spreader | Parish Council Patrick Farrelly | | To rear of Parish Hall |
| 4x4 Vehicles | Devon and Cornwall 4X4 Response | Normally only activated via the Police | |
| Severe Weather | | | |

| | | | |
|--------------|------------------------------------|--|--|
| Chainsaw | Parish Council | | |
| 4x4 Vehicles | Devon and Cornwall 4X4 Response | Normally only activated via the Police | |

| CERT Pack Contents (per pack) | |
|---|-------------------------|
| Resource and Quantity | Storage Location |
| Register (1) | ICP1 and ICP2 |
| Log Sheets (5) | |
| EAP Welcome Information (multiple copies of) | |
| Paper Reams (1) | |
| Pens/Pencils (1 box) | |
| Laminated Large Scale Maps | |
| 'Evacuation Assembly Point' Signage | |
| Hi Visibility Jackets | |
| Cordon Tape | |

Annex E

Householders Self Help

Household Emergency Plan

Emergencies can affect the community with little or no notice. Being prepared can help reduce the effects on your families' lives, reduce the need for help from others and enable you to support the vulnerable in your community.

Disruption to essential services such as water and electricity, to regional and national travel and telecoms are all ways an emergency can affect our busy everyday lives.

Complete the following sections and keep the plan in a safe place that all members of your household can easily access:

If you are not involved in an incident but are close by or believe you may be in danger, in most cases the advice is:

GO IN, STAY IN, TUNE IN.

| Station | Frequency | Website |
|---------------------|---------------------------------|---|
| BBC Radio Devon | 94.8, 95.8, 96, 103.4, 104.3 FM | www.bbc.co.uk/devon |
| The Voice | 97 – 103 FM | http://www.thevoicefm.co.uk |
| Heart North Devon | 96.2FM and 97.3FM | http://www.heart.co.uk/barnstaple/ |
| North Devon Journal | - | https://www.facebook.com/NDJournal |
| North Devon Gazette | - | https://www.facebook.com/NorthDevonGazette |

Inform the rest of your Family or Housemates

| Household Contact Details | | |
|---------------------------|--------|------|
| Name | Mobile | Work |
| | | |
| | | |
| | | |

If you are evacuated is there somewhere you can go? Friends or Family?

If you can't contact each other, where should you meet / or who should you leave a message with?

Who will be responsible for picking the children up from school? (If applicable)

| How do you turn off the following? Who is responsible? | |
|--|--|
| Electricity | |
| Gas | |
| Water | |

Key Contact Numbers

| Emergency Telephone Numbers | | | |
|-----------------------------|--------------|----------------|--------------|
| Emergency Services | 999 | Doctor | 01271 818030 |
| NHS Non-emergency | 111 | School | |
| Local Police Station | 101 | Home Insurance | |
| Local Authority | 01271 327711 | | |

Create an Emergency Box

Be prepared. Creating an emergency box will help you locate essential items quickly in an emergency.

| Suggested items include: | |
|---|--------------------------------|
| Torch and spare batteries | Toiletries |
| Battery powered radio and spare batteries | List of useful contact numbers |
| Candles / Matches | A copy of this plan |
| First Aid Kit | |

| In case you are unable to leave the house, you should have: | |
|---|----------------------------|
| Bottled Water | Ready to eat food (tinned) |
| Bottle / Tin Opener | |
| In case you are stuck in your car, you should have: | |
| Bottled Water | Blankets |
| Torch and spare batteries | |

If you are in a position where you are able to offer help to your community, start by checking that your neighbours are safe and well.

| Name | Address | Home Telephone | Mobile |
|------|---------|----------------|--------|
| | | | |
| | | | |
| | | | |

| Useful Websites | |
|----------------------|--|
| Devon County Council | www.devon.gov.uk (Search: 'Emergency Planning') |
| Environment Agency | www.environment-agency.gov.uk |
| BBC Devon | www.bbc.co.uk/devon |
| National Flood Forum | www.floodforum.org.uk |

Individuals and families are encouraged to have their own sand, sandbags, and Polythene sheets to help protect their properties from flooding, and are encouraged to attend community Flood Workshops where advice will be given.

The Environment Agency also has a selection of online help toolkits, visit,

<http://www.environment-agency.gov.uk/homeandleisure/floods/38329.aspx>

Notes:

Annex F

Communications

Providing accurate information is essential during an emergency. Methods available will differ depending upon the type of incident, therefore alternatives have been considered.

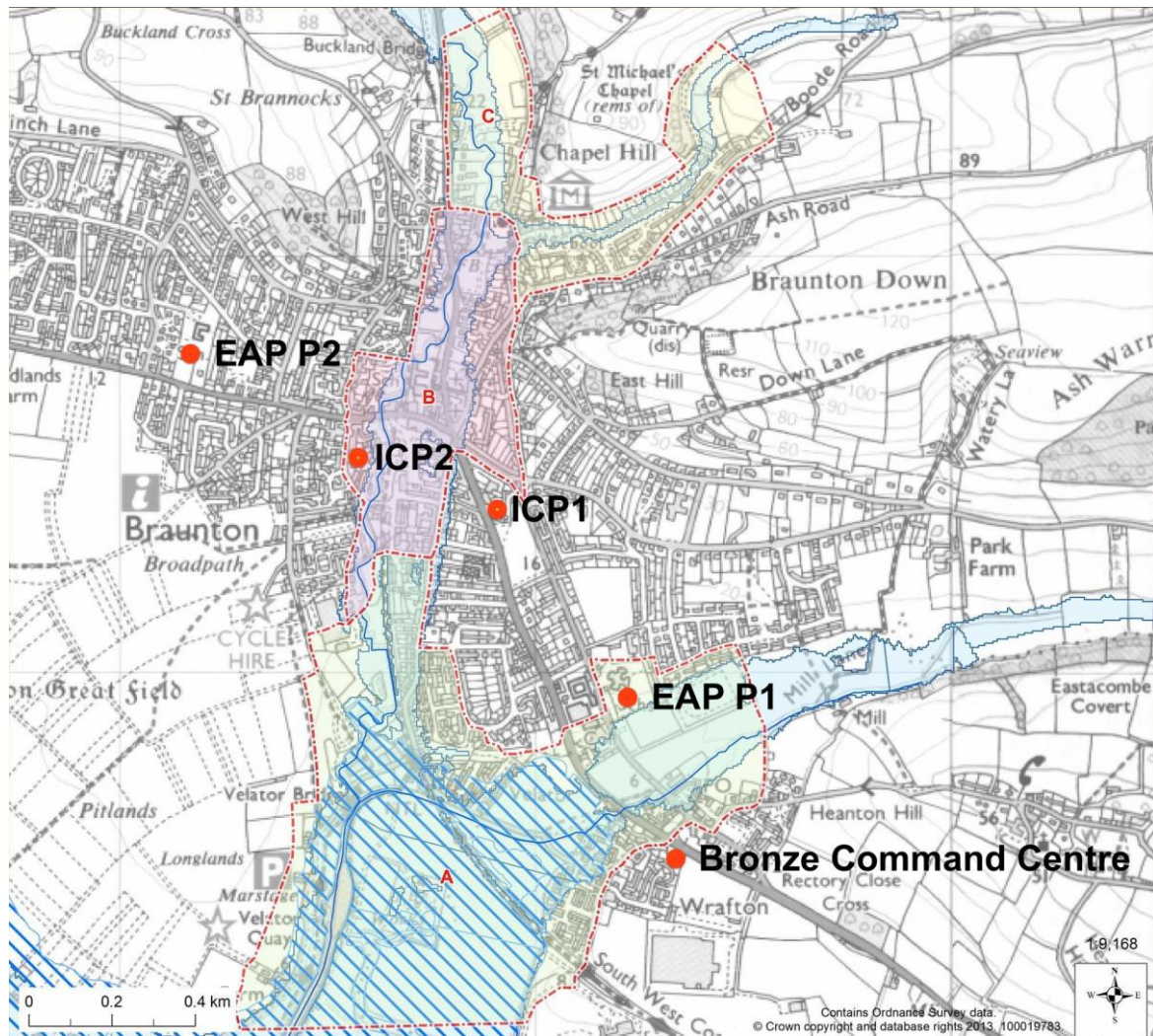
| Method | Location (If applicable) | Contact / Responsibility | Additional Information |
|---|---------------------------------------|-----------------------------|---|
| (ICP1) Landline | Braunton Garage | Ashley Black | |
| (ICP2) Landline | West Cross Garage | Ben Byrom | |
| Personal Mobiles | Individuals | | Numbers in Annex B and Section 3.0 |
| BCRC Volunteers | | 01271 816150 John Rendle | BEWS Volunteers/Door Knocking/EAP Staffing and Leaflet Drop |
| Information such as road or school closures will usually be reported on local radio | | | |
| BBC Radio Devon | 94.8, 95.8, 96, 103.4, 104.3 FM | | www.bbc.co.uk/devon |
| The Voice | 97 - 103FM | | http://www.thevoicefm.co.uk |
| Heart North Devon | 96.2FM and 97.3FM | | http://www.heart.co.uk/barnstaple/ |

Annex G

Maps of the Community

Map of the community highlighting key command and control points, and Flood Actions Zones A, B and C.

For Flow Route Map see Annex H 1C.



Note:

FAZs A, B, and C do not correspond to levels of priority, they simply denote an area of Braunton Village. For example, FAZ A may not be the first area to be flooded, in the same sense that FAZ C may not be the last area to flood.

Annex H

Community Flood Plan



Parishes and Communities Working Together

| | |
|----------------------------|---|
| Floodline Quickdial Number | Call 0345 988 1188 Select option 1 Then dial 162167 |
|----------------------------|---|

| | |
|--|---------------|
| Which Environment Agency Flood Warnings are you registered to receive? | FLOOD WARNING |
|--|---------------|

| |
|---|
| Local Flood Warning Triggers <i>i.e. when flood water reaches bottom of the bridge, sound siren or other action</i> |
| On Flood Warning, or, Flood Alert is activated by the automatic River Level Monitor at Stoneybridge on the Knowle Braunton Memorial Gardens River Monitor (Butts Bridge) Gauge Board Indicator reaches red line (Butts Bridge) |

Contents of Community Flood Plan Annex

Section 1 Actions to be taken before a Flood

- A** Locations at risk of Flooding/Flood Warnings
- B** Locations at risk of Flooding/Source of Flooding
- C** Locations at risk of Flooding/Map showing Flood Route

Section 2 Actions to be taken during a Flood

- A** Local Flood Actions
- B** Local Volunteers/Flood Wardens
- C** Important Telephone Numbers
- D** Available Flood Resources
- E** Arrangements between Authorities
- F** Vulnerable Residents, Properties and Locations

Section 3 After a flood

- A** Reputable Contractors

Some of the information contained in the sections above will be available as separate annexes within this Community Emergency Plan. Where this is the case this will not necessarily be duplicated but will be cross referenced.

1A Locations at Risk of Flooding Flood Warnings

A list of all areas liable to flood and the level of warning that affects them.

| Level of Warning | Location at Risk | Action | Notes |
|--|---|--|---|
| <p>Flood Alert</p> <p>Flooding is possible, be prepared</p> | <p>Low lying land and minor roads flooded</p> <p>Properties in the vicinity of FAZs A, B, and C See Annex 1B</p> | <p>Cascade alert to monitor situation and EA website.</p> <p>May need to include personal visits to vulnerable persons, perhaps by neighbours, or CERT, or volunteers</p> | |
| <p>Flood Warning</p> <p>Flooding is expected, immediate action required</p> | <p>Properties in the vicinity of FAZs A, B, and C See Annex 1B</p> <p>Flooding of properties expected, initially at Chapel Street Bridge, and Deans bridge, water likely to flow down Chaloners Road (A361) and into Caen Street</p> | <p>Consider Early Evacuation of Braunton Caen Primary School on FLOOD WARNING</p> <p>As for Flood Alert, plus, Placement of sandbags and remove property to safety where possible if this appears necessary</p> | <p>Water may pond in Caen Street to depths of 1m</p> <p>Excess water may flow down South Street</p> |
| <p>Severe Flood Warning</p> <p>Severe flooding, danger to life</p> | <p>Properties in the vicinity of FAZs A, B, and C See Annex 1B</p> | <p>As for Flood Warning, plus, Consider immediate evacuation. Life may be at risk</p> | <p>Severe flooding poses a significant risk to life and disruption such as loss of Vital Domestic Supply to a large number of properties, or damage to infrastructure</p> |
| <p>All Clear</p> | <p>Properties in the vicinity of FAZs A, B, and C See Annex 1B</p> | <p>Advise via cascade system</p> | |

1B Actions to be taken before a Flood Locations at Risk of Flooding/Source of Flooding

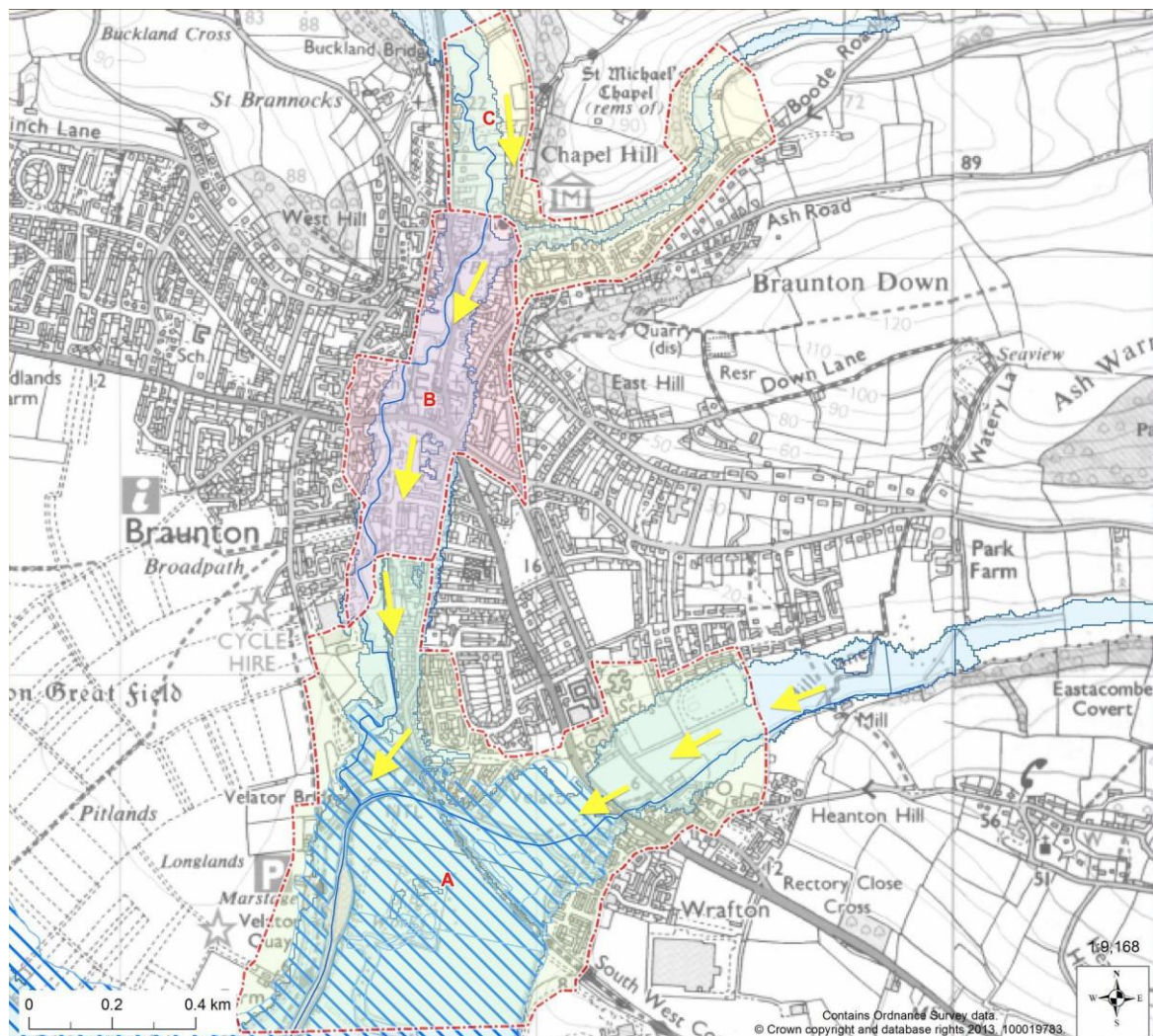
A list of all areas liable to flood and the level of warning that affects them.

| FAZ | Locations at Risk | Source of Flooding | Flow Route |
|-----|--|--|---|
| A | Properties in the vicinity of: Caen Street Caen Gardens Deans Bridge Church Street South Street | Fluvial: River Caen and Knowle Water | From Knowle (from North) via Deans Bridge, via Memorial Gardens towards Tesco/South Street Junction |
| A | Braunton Caen Primary School Consider Early Evacuation on FLOOD WARNING | Fluvial: River Caen Rapid Flooding | From Knowle (from North) via Deans Bridge, via Memorial Gardens towards Tesco/South Street Junction |
| B | Properties in the vicinity of: Station Road Challoners Road Hilton Park Field Lane Flats Bats Meadows | Fluvial: River Caen | From Knowle (from North) via Deans Bridge, via Memorial Gardens towards Tesco/South Street Junction |
| C | Properties in the vicinity of: Caen View Signal Court | Fluvial: River Caen and Hazel Avenue Watercourse | From the North East, from Acland Park Estate, Westwards toward the River Caen |

1C Actions to be taken before a Flood Locations at Risk of Flooding/Map showing Flow Route

Map showing Flood Action Zones A, B and C, and possible Flow Route from Knowle (from the North), via Deans Bridge, via Memorial Gardens, towards Tesco and South Street.

For Command and Control Map see Annex G.



2A Actions to be taken during a Flood & Local Flood Actions

| FAZ | Location at Risk | Action/Trigger | Local Action |
|-----|--|---|---|
| A | <p>Properties in the vicinity of,</p> <p>Caen Street Caen Gardens Deans Bridge Church Street South Street</p> <p>Braunton Caen Primary School</p> <p>EARLY EVACUATION ON FLOOD WARNING – RAPID FLOODING</p> | <p>FLOOD ALERT Flooding is possible, be prepared</p> <p>Met Office Severe Weather Warning Amber Alert (Rainfall)</p> <p>River levels are expected to exceeded normal ranges on River Caen (>0.71m) (Stoneybridge Monitor)</p> <p>Gauge Board at Memorial Gardens</p> | <ul style="list-style-type: none"> • CERT is aware/heightened alertness • Braunton Caen Primary School is alerted • Be prepared to activate Sandbag Distribution Points (SDP) and consider alerting SDP Controllers and Flood Wardens • Be prepared to deploy BCRC for door knocking duties |
| | | <p>FLOOD WARNING Flooding is expected. Immediate action required</p> <p>Met Office Severe Weather Warning Amber/Red (Rainfall)</p> <p>River level on the River Caen at Stoneybridge is expected to exceed 0.71m, and is predicted to continue to rise</p> <p>It is possible that Multi-Agency Gold and Silver Command Centres will be operational at this stage and liaising with local communities Braunton Caen Primary School</p> | <p>CERT opens ICP and:</p> <ul style="list-style-type: none"> • Activates SDPs • Call out Braunton Caen Rotary Club to commence door knocking in, Caen Street, Caen Gardens, Deans Bridge, Church Street and South Street • Deploy monitors to likely overtopping locations, Memorial Gardens, Cawthorns Supermarket and Hordens Bridge • Consider deploying sandbags • Consider opening EAP |
| | | <p>SEVERE FLOOD WARNING Severe flooding. Danger to life</p> <p>River level on the River Caen at Stoneybridge is exceeding 0.71m, and there are reports of severe flooding occurring</p> <p>When a Severe Flood Warning is received Emergency Services will be responding. Multi-Agency Gold and Silver Commands will already be set up and local responses will be taking place</p> | <ul style="list-style-type: none"> • Deploy sandbags to vulnerable spots – where overtopping as priority • Ensure clearway through car park – remove overhead barrier if in place • Co-ordinate volunteers as required through Bronze Commander • Coordinate evacuation to EAP if necessary |

| FAZ | Location at Risk | Action/Trigger | Local Action |
|-----|--|--|--|
| B | Properties in the vicinity of: Station Road Challoners Road Hilton Park Field Lane Flats Bats Meadows | <p>FLOOD ALERT Flooding is possible, be prepared</p> <p>Met Office Severe Weather Warning Amber Alert (Rainfall)</p> <p>River levels are expected to exceeded normal ranges on River Caen (>0.71m) (Stoneybridge Monitor)</p> <p>Gauge Board at Memorial Gardens</p> | <ul style="list-style-type: none"> • CERT is aware/heightened alertness • Be prepared to activate SDPs and consider alerting SDP Controllers and Flood Wardens • Be prepared to deploy BCRC for door knocking duties |
| | | <p>FLOOD WARNING Flooding is expected. Immediate action required</p> <p>Met Office Severe Weather Warning Amber/Red (Rainfall)</p> <p>River level on the River Caen at Stoneybridge is expected to exceed 0.71m, and is predicted to continue to rise</p> <p>It is possible that Multi-Agency Gold and Silver Command Centres will be operational at this stage and liaising with local communities</p> | <p>CERT opens ICP and:</p> <ul style="list-style-type: none"> • Activates SDPs and deploy SDP Controllers • Deploy monitors to likely overtopping locations, Memorial Gardens, Cawthorns Supermarket and Hordens Bridge • Braunton Caen Rotary Club to commence door knocking in, Station Road, Challoners Road, Hilton Park, Field Lane Flats, Bats Meadows • Consider deploying sandbags • Consider opening EAP |
| | | <p>SEVERE FLOOD WARNING Severe flooding. Danger to life</p> <p>River level on the River Caen at Stoneybridge is exceeding 0.71m, and there are reports of severe flooding occurring</p> <p>When a Severe Flood Warning is received the Emergency Services will be responding it is likely that Multi-Agency Gold and Silver Commands will already be set up and local responses will be taking place</p> | <p>In addition to Flood Warning actions,</p> <ul style="list-style-type: none"> • Deploy sandbags • Coordinate volunteers as required through Bronze Commander • Coordinate evacuation to EAP if necessary |

| FAZ | Location at Risk | Action/Trigger | Local Action |
|-----|--|---|---|
| C | Properties in the vicinity of, Caen View | <p>FLOOD ALERT Flooding is possible, be prepared</p> <p>Met Office Severe Weather Warning Amber Alert (Rainfall)</p> <p>River levels are expected to exceeded normal ranges on River Caen (>0.71m) (Stoneybridge Monitor)</p> <p>Gauge Board at Memorial Gardens</p> | <ul style="list-style-type: none"> • CERT is aware/heightened alertness • Be prepared to activate SDPs and consider alerting SDP Controllers and Flood Wardens • Be prepared to deploy BCRC for door knocking duties |
| | | <p>FLOOD WARNING Flooding is expected. Immediate action required</p> <p>Met Office Severe Weather Warning Amber/Red (Rainfall)</p> <p>River level on the River Caen at Stoneybridge is expected to exceed 0.71m, and is predicted to continue to rise</p> <p>It is possible that Multi-Agency Gold and Silver Command Centres will be operational at this stage and liaising with local communities</p> | <p>CERT opens ICP and:</p> <ul style="list-style-type: none"> • Activates SDP and deploy SDP Controllers • Deploy monitors to likely overtopping locations, Memorial Gardens, Cawthorns Supermarket and Hordens Bridge • Braunton Caen Rotary Club to commence door knocking on Caen View • Consider deploying sandbags • Consider opening EAP |
| | | <p>SEVERE FLOOD WARNING Severe flooding. Danger to life</p> <p>River level on the River Caen at Stoneybridge is exceeding 0.71m, and there are reports of severe flooding occurring</p> <p>When a Severe Flood Warning is received the Emergency Services will be responding it is likely that Multi-Agency Gold and Silver Commands will already be set up and local responses will be taking place</p> | <p>In addition to Flood Warning actions,</p> <ul style="list-style-type: none"> • Deploy sandbags • Coordinate volunteers as required through Bronze Commander • Coordinate evacuation to EAP if necessary |

2A1 Sand and Sandbag Distribution

Four bunkers, containing 3/4 of a tonne of sand, and a quantity of sandbags are located at:

- Fire Station, SS 488 371
- Parish Hall Yard, SS 487 366
- Caen Street Overflow Car Park, SS 486 364
- South Street/Tesco Road Junction, SS 486 358

These facilities are designed to help local residents to take action to protect their properties at Flood Warning status, and are to be used as an addition to residents' own defences.

Sandbag Distribution Points are controlled by Sandbag Distribution Point Controllers, their details can be found in Annex 2B.

Sand and Sandbag Distribution Point

Once an emergency has been declared further supplies of sand will be delivered to ICP1 – Braunton Garage forecourt.

Deployment of Sandbag Distribution Point Teams

(See Section 3.0 for Team contacts)

Volunteers will be requested to report to one of the above locations, usually the one closest to their residence, or as directed.

Individuals and families are encouraged to have their own sand, sandbags and Polythene sheets to help protect their properties from flooding, and are encouraged to attend community Flood Workshops where advice will be given.

2B Actions to be taken during a Flood – Local Volunteers/Flood Wardens

These volunteers could be registered on the Environment Agency’s Floodline Warnings Direct service so they receive the flood warnings.
Volunteers must not put their own life at risk.

| Sandbag Distribution Point Controller | Mobile | Home Telephone | Address | To Attend |
|---------------------------------------|--------|----------------|---------|----------------|
| Kevin Upton | | | | South Street |
| Jim Goodwin | | | | Police Station |
| Luke Stroud | | | | Score Bridge |
| Ann Thorne | | | | Fire Station |
| Mark Thorne | | | | Fire Station |
| Keith Worthington | | | | Fire Station |
| | | | | |
| | | | | |

**INFORMATION IN ANNEX D/B DOES NOT NEED TO BE DUPLICATED HERE
 ONLY INCLUDE CONTACT DETAILS UNIQUE TO FLOODING SCENARIOS**

2C Actions to be taken during a Flood –

Important Telephone Numbers

| Organisation | Telephone (office hours) | Telephone (out of hours) | Other Information |
|---|---------------------------------|---------------------------------|--------------------------|
| Floodline | 0345 988 1188 | 0345 988 1188 | |
| Environment Agency | 03708 506506 | 03708 506 506 | |
| North Devon District Council | 01271 327711 | | Fax: 01271 388451 |
| Devon County Council | 0845 155 1015 | | Fax: 0845 155 1003 |
| Devon County Contracting | 01392 384635 | | Fax: 01392 384636 |
| Fire/Rescue Service | 999 | 999 | |
| Police | 999 or non emergency 101 | 999 or non emergency 101 | |
| Ambulance | 999 or non emergency 111 | 999 or non emergency 111 | |
| North Devon Council Housing Unit | 01271 327711 | | Fax: 01271 388451 |
| North Devon District Council Environment Unit | 01271 388870 | | |
| South West Water (Water) | 0800 1691144 | Or SWW: 0844 346 2020 | |
| Western Power Dist. (Elec.) | 0800 365900 | 0800 365900 | |
| Wales and West (Gas) | 0800 111999 | | |
| British Telecommunications | 01525 290647 | Or BT: 0800 800 151 | |
| Heanton Parish | 01271 812604 | See Annex D | |
| Braunton Parish Council | 01271 812131 | See Annex B or Section 3 | |
| Devon Highways | 0845 1551004 | 01392 383329 | |

ADDITIONAL INFORMATION CAN BE FOUND IN ANNEX B

ONLY INCLUDE CONTACT DETAILS UNIQUE TO FLOODING SCENARIOS HERE

2D Actions to be taken during a Flood – Available Resources

REFER TO ANNEX D

2E Actions to be taken during a Flood – Arrangements between Authorities

Details of specific arrangements between the various authorities

| Organisation(s) | Agreed Arrangement |
|---|---|
| Local Resilience Forum Emergency Multi-Agency Emergency Plans | As detailed in each LRF plan, specifically: LRF Strategic Flood Plan High Risk Community Flood Plans Combined Agency Emergency Response Protocol (CAERP) Combined Search & Rescue Plan (CSARP) LRF Humanitarian Assistance Framework |

2F Actions to be taken during a Flood – Vulnerable Residents, Properties and Locations

Vulnerable people, properties and locations where early assistance may be required

| Potential Vulnerability | | FAZ | Name | Address | Contact | Notes/Assistance required |
|-------------------------|-------------------------------------|-----|---|--|--------------|---|
| Children | Early Years 0-8years | A | Sharon Ball Registered Childminder | Manor Heights, Wrafton, EX33 2DE | 01271 816292 | |
| | | B | Little Fishies Soft Play Skool | West Cross, Caen Street, EX33 1AQ | 01271 817968 | 21 Children, 12 Staff |
| | | B | Caen Caterpillars Pre School | Museum of British Surfing, The Yard, Caen Street, Braunton, EX33 1AA | 07769 994612 | |
| | | - | Lorraine Kenwood Registered Childminder | 18 Burrows Park, Braunton, EX33 1EU | 01271 813246 | |
| | | - | Hannah Golombeck Registered Childminder | Byefield, Exeter Road EX33 2BJ | 07531 910534 | |
| | | - | Westhill Nursery Pre School | West Hill House, EX33 1AR | 01271 812938 | 20 Children, 7 Staff |
| | Primary Schools 4-11 years | A | Southmead School and Southmead Pre School (Edge of Fluvial area) | Wrafton Road, Braunton, EX33 2BU | 01271 812448 | 250 Pupils IN WET AREA SURFACE WATER |
| | | B | Caen Community Primary School, including Nursery Early evacuation – on Flood Warning | Caen Street, EX33 1AD | 01271 812786 | 265 Persons IN WET AREA FLUVIAL SURFACE WATER |
| | | - | Kingsacre Primary School and Kingsacre Climbers Pre School | Greenacre, Braunton, EX33 1BQ | 01271 815485 | 217 Persons |
| | Secondary School 11-16years | A | Braunton Academy | Barton Lane, Braunton, EX33 2BP | 01271 812221 | 707 Children, 100 Staff IN WET AREA SURFACE WATER |

| | | | | | | |
|--------------|---|---|---|---|---|--|
| | Others | B | Braunton Out of School Club | Christ Church, East Street EX33 2EA | 0785736631 | IN WET AREA FLUVIAL SURFACE WATER |
| | | A | Devon ACF Braunton Det. | Wrafton Road, EX33 2BU | | 12-18yrs plus adult volunteers |
| Older People | Care and Nursing Homes | - | Barchester Tyspane Care Home | Lower Park Road, Braunton, EX33 2LH | 01271 816600 | 69 Residents |
| | | - | Heanton Nursing Home | Heanton Punchardon, Braunton, EX31 4DJ | 01271 813744 | 64 Residents |
| | | - | Harriet Nanscawen Nursing Home | 25 Wrafton Road, EX33 2BT | 01271 812115 | 23 Residents |
| | Sheltered Housing | B | Mariners Court, including day centre | Mariners Close, Braunton, EX33 2BY | North Devon Homes 01271 312500 | 34 Residents IN WET AREA FLUVIAL SURFACE WATER |
| | | B | Signal Court | Station Road, Braunton, EX33 2AD | Sanctuary 0800 0839283 | 18 Residents, Resident Mgmt Staff (Part-Time) IN WET AREA FLUVIAL SURFACE WATER |
| | | - | Town Farm Court | North Street, Braunton, EX33 1QJ | Sanctuary 0800 0839283 | 33 Residents Edge of FAZ B |
| Others | Adults with Disabilities 18-60years | - | Westmead | Westmead Close, Saunton Road, EX33 1NL | Leonard Cheshire Disability 01271 815195 | 19 Persons |

| | | | | | | |
|----------|---------------|---|----------------------|--|------------------------------|--|
| Tourists | Hotels | A | Stockwell Lodge | 66 South Street, EX33 2AS | 01271 817128 | IN WET AREA FLUVIAL SURFACE WATER |
| | | B | George Hotel | Exeter Road Braunton Devon EX33 2JJ | 01271 812029 | 4 Letting Rooms and 2 bed Apartment IN WET AREA FLUVIAL SURFACE WATER |
| | | C | Bakers Thatch | 38 Church Street Braunton EX33 2EL | 07931 372931 | B&B 2 rooms IN WET AREA FLUVIAL SURFACE WATER |
| | | C | Laurels | 26 Church Street Braunton EX33 2EL | 01271 812872 | B&B 5 rooms IN WET AREA FLUVIAL SURFACE WATER |
| | | - | The Brookfield | 45 South Street Braunton Devon EX33 2AN | 01271 812382 | B&B 5 rooms IN WET AREA FLUVIAL SURFACE WATER |
| | | - | Little Thatch Annexe | 19 South Street Braunton, EX33 2AA | 01271 815328 | B&B 1 room |
| | Self Catering | A | Mill Cottages | Butts Path Braunton EX33 2EU | 01271 812671 07989 163028 | Self catering, sleeps 1-6 IN WET AREA FLUVIAL SURFACE WATER |
| | | - | Courtyard Cottages | Wrafton EX33 2DN | 07905 595641 | Self catering, sleeps 2-4 |

| | FAZ | Street Name | House Numbers/Name | Postcode/GR | Notes | |
|------------------|--------|------------------------------|--------------------|---------------------|--|----------------|
| Priority Evac | A | Station Road | 1 | EX33 2AN | Bungalows | |
| | | South Street | Sherena 52a | EX33 2AN | | |
| | | | Fairview 5b | | | |
| | | | Fairview Cottage | | | |
| | | | Indiana | | | |
| | | | St Saire | | | |
| | | Velator Road | Denada | EX33 2BG | | |
| | | Velator Quay | Moored Vessels | 248571,135686 | | Moored Vessels |
| | | Barn Park | All Flats | EX33 2DR | | 49 Flats |
| | Poyers | All | EX33 2DP | Flats and Bungalows | | |
| | B | Braunton Caen Primary School | | EX33 1AD | Rapid Flooding Early Evacuation – On Flood Warning | |
| | | Caen Field | All | EX33 1EG | Bungalows | |
| Caen View | | 40-65 | EX33 1FE | Flats | | |

| | | | | | |
|---|---------------|-------------------|-------------------|---------------|------------|
| | | Field Close | 40-59 | EX33 1EP | Flats |
| | | Hilton Park Homes | Bottom 4 | EX33 1EW | Park Homes |
| | | South Street | The Sidings 1-8 | EX33 2AA | Flats |
| | | Caen Gardens | 4 | EX33 1AG | Bungalows |
| | | Broadgate Close | 1-7 | EX33 2EX | |
| | | Chaloners Road | Fisherman Cottage | 248803,137059 | |
| | | East Street | Pottery Court | EX33 2EA | Flats |
| | | Sings Lane | Amori | EX33 2AE | Bungalows |
| | | | Sunny Bank | | |
| C | Church Street | Deanscourt | EX33 2EP | | |
| | | Chapel Lodge | | | |
| | | The Byre | | | |
| | | | | | |

ANNEX I

Instructions for the Establishment and Operation of the EAP

When an evacuation is deemed necessary and appropriate, people will need a safe place to gather to receive vital information about the emergency. This safe place is the Evacuation Assembly Point.

Activation of the EAP

The EAP will be activated if the CERT decides that it is necessary to evacuate residents to a place of safety.

Staffing the EAP

There will be a requirement for volunteers to staff and run the EAP.

The minimum requirement is shown below:

| Serial | Post | Responsibilities |
|--------|---|--|
| 1 | EAP Coordinator | <ul style="list-style-type: none">• Located at designated EAP• Manage EAP• Provide feedback to ICP |
| 2 | Receptionist 1 | <ul style="list-style-type: none">• Staff Reception Desk• Maintain Register of those entering |
| 3 | Receptionist 2 | |
| 4 | Volunteer 1 st Aiders (See Section 3 and Annex D) | <ul style="list-style-type: none">• Provide basic 1st Aid as required |
| 5 | Volunteer Cook | <ul style="list-style-type: none">• Provide snacks/meals as required |
| 6 | Volunteers Evac. Assistants | <ul style="list-style-type: none">• Assist Evacuees as required• Issue blankets etc |
| 7 | Pastoral Care | <ul style="list-style-type: none">• Sarah Wood |

Note: Serials 1,2,3,5, and 6 can be staffed by Braunton Caen Rotary Club

Evacuee Information Sheet

Important Information

Please take a few moments to read this sheet as it contains important information that you will likely need regarding the EAP. This Information Sheet may not answer all your questions. If you require further information please ask any of the staff.

Registration

Please register at the Registration table. Registration is not mandatory, but it is strongly recommended, as it assists the staff to meet your needs and assists if any of your relatives are trying to trace you. Registration information is considered confidential.

Smoking and Alcohol

Smoking and the consumption of alcohol is not permitted anywhere inside the EAP.

Personal Belongings and Children

We cannot assume responsibility for your belongings. Please keep valuable items with you. Parents are responsible for keeping track of and controlling the actions of their children. Please don't leave them unattended.

Medical and Injuries

If you have a medical condition that could require special consideration, i.e., heart condition, recent surgery, or pregnancy, please bring this to the attention of the staff. All medically related information should be noted on your registration card and will be treated with confidentiality.

Pets

We understand your pets are part of your family, unfortunately, our facilities may not be suitable for them. Let us know about your pets and we can help in locating a temporary location of safety for them where they will be well looked after. Registered Guide/Hearing Dogs are allowed within the EAP.

Bulletin Boards

Updates and bulletins will be posted for your information.

Volunteering and Help

Evacuees are encouraged to help in the EAP. Please see the staff if you believe that you can help.

Telephones

We encourage you to notify one family member or friend as to your whereabouts and then ask them to notify others that may be concerned about you. Please be considerate of others when using a mobile phone by speaking quietly.

EAP Coordinator

Please follow the instruction of the Coordinator and staff. They are the designated authorities in the EAP.

Problems and Complaints

Please direct all comments regarding the EAP operation to the Coordinator.

News/Media

News/media representatives often visit the EAP during emergency operations. They may request interviews or photographs of you; however, they must ask your permission first. It is your right to refuse. Please report any problems or questions regarding the media to the EAP Coordinator.

Special Needs/Requirements

If you have any special needs, i.e., required diet, health etc., please let the staff know.

**Evacuation Assembly Point
Evacuee Register**

| Name | Address | Contact | Next of Kin Contact | Additional Information |
|-------------|----------------|----------------|----------------------------|-------------------------------|
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Annex J

Plan Distribution

| Name/Organisation | Contact Details | Number Issued |
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Restricted

| Organisation | Contact details | Number Issued |
|---------------------|------------------------|----------------------|
| | | R1 |
| | | R2 |
| | | |