

Lockington Emergency Plans
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Lockington Parish Council Emergency Plan

Issued by: Gareth Rees
Clerk to Lockington Parish Council
lpclerk@outlook.com
Mobile: 07768233352
Home: 01430 810141

SECTION I: ACTIVATION

When the Plan Will be Activated

This General Emergency Plan will be activated as appropriate when a designated member of the Parish Council Emergency Team is notified of an incident and considers that:

- it is necessary to act and
- that action cannot be taken without triggering the plan

Responsibility for Activating the Plan

The following people can activate the plan:

- Chair, Lockington Parish Council (Parish Councillor John Rowson)
- Deputy Chair, Lockington Parish Council (Parish Councillor Jeremy Mason)

How the Plan Will be Activated

This plan will be activated when, after consultation, the persons listed above decide that the Emergency Plan should be triggered, and begin to follow the initial actions checklist in Section 2.

SECTION 2: INITIAL ACTIONS CHECKLIST

INITIAL ACTIONS

- IN AN EMERGENCY DIAL 999
- Tune into BBC Radio Humberside (95.9 FM) and listen for updates on the emergency. Follow any emergency services advice issued.
- Gather as much information about the situation as possible and decide which local resources should be mobilised to support the community
- Consider whether you can work effectively from your current location, or whether you need to move to an alternative location (see Section 3)
- Gather the Parish Council Emergency Team in the pre-identified incident room (see Section 3).
- Contact the Emergency Services / East Riding of Yorkshire Council if they are involved in the incident.
- Arrange for contact to be made with the vulnerable members of the community identified in Section 5 as appropriate and arrange for advice / assistance to be offered. You might want to give this task to one person within the emergency team to co-ordinate.
- Arrange for the community resources / organisations identified in Section 4 to be made available as necessary. You might want to give this task to one person within the emergency team to co-ordinate.
- Consider asking for additional members of the community (volunteers) to help with the response. You might want to give this task to one person within the emergency team to co-ordinate.
- Check your designated emergency e-mail system (lpcclerk@outlook.com) regularly.
- Tell your community that your emergency team is functioning and if appropriate maintain a presence in the area(s) affected.
- Establish contact with neighbouring Parish Councils and ask for / offer support if appropriate.

Note

Laws and regulations still apply during an emergency - things like health and safety, speed restrictions, insurance, food hygiene and data protection must still be properly observed.

No one should carry out any tasks or activities that they are not properly trained and qualified to do, and under no circumstances should anyone be put into any risk as a result of responding to the incident.

All those involved in this plan must follow the instructions and advice of the emergency services.

Emergencies;

All major emergencies (road accidents, fires, severe weather, flooding, medical emergencies) are dealt with by the Emergency Services, Local Authorities, Health Agencies, Utility Companies and Voluntary Agencies in a combined and coordinated response, and it is highly unlikely that we as Lockington Parish Council would ever need to get involved.

ERYC and other responding organisations have emergency plans in place for larger events that stretch the resources of the emergency services and affect large numbers of people or the environment.

Lockington Parish Council has an Emergency Plan and any participation would be on a purely voluntary basis. It should also be recognised that Lockington Parish Council is not an emergency service: we are not trained, equipped, empowered or resourced to carry out the functions of an emergency service. The response should generally be confined to looking after the welfare of people in the community or helping to maintain the infrastructure.

The information contained in this document is for guidance only. The Parish Council acknowledges that ERYC shall not have any liability, either under this Guidance or otherwise, in respect of the provision of services or for any actions or omissions by the Parish Council in any emergency situation.

The suitability of the application of the Guidance by the Parish Council to perform the services shall be entirely for the Parish Council to determine. This Guidance does not constitute legal advice in relation to emergency planning.

SECTION 3: PRE-PLANNING TO AID THE RESPONSE **EMERGENCY TEAM**

In the event of the plan being triggered the following members of the Parish Council have agreed to form part of the emergency team who will help to reduce the effects on the community:

Name	Contact Information	Home address	E-mail address
Chair	Parish Councillor John Rowson	Penny Cottage 42 Thorpe Lockington YO25 9SR Home: 01430 810374 Mobile: 07940 513927	Kberrystudios@hotmail.com
Deputy Chair	Parish Councillor Jeremy Mason	Molehills 12 Front Street YO25 9SH Home: 01430 810470 Mobile: 07926 085956	jeremyp.mason@virgin.net
Emergency Team Volunteer	Parish Councillor Andrew How	49 Church Lane Lockington YO25 9SU Home: 01430 810356 Mobile: 07768 90188	thehows13@gmail.com
Emergency Team Volunteer	Gareth Rees Clerk to Lockington Parish Council	Pasture House 6 Front Street Lockington YO25 9SH Mobile 07768233352 Home 01430 810178	lpcclerk@outlook.com

INCIDENT ROOM

If the emergency team is brought together, it has been agreed that they will meet at The Village Hall, Front Street.

EMERGENCY BOX

An emergency box is kept at The Village Hall, containing:

- A copy of Lockington Parish Council Emergency Plan.
- Register of Electors

SECTION 4: COMMUNITY RESOURCES

Community resources available for use during an emergency

Resources Available	Contact Details
Access to the Village Hall, Front Street, to shelter people if necessary.	
Defibrillator	Old Phone Box Front Street Lockington

SECTION 5: VULNERABLE PEOPLE

Vulnerable members of the community who may need particular help during an emergency

Name, address and contact information	Nature of vulnerability
Redacted. Only the copies of the plan held by the Chair and Clerk of the Parish Council show this information.	Not Applicable

Neighbouring Parish Councils

Emergency Team Member	Contact Information	E-mail address
Beswick Parish Clerk – Mrs Julia Bugg	01964 551720	beswickpc@hotmail.com
Lockington Parish Clerk - Gareth Rees	07768233352 01430 810178	lpcclerk@outlook.com
Middleton Parish Clerk – Mrs Sandra Morrison	01262 470496	pc@middletononthewolds.org.uk
Lund Parish Clerk – Mrs Joanna Johnston	01377 790663	lundparishcouncil@gmail.com

External Contact Details:

- Fire, Police, Ambulance and Coastguard - 999
- Police Non-Emergency Number - 101
- NHS Choices – 111
- East Riding of Yorkshire Council – 01482 393939
- Environment Agency Flood line – 0345 988188
- Gas Emergency Service and Gas Escapes - 0800 111 999
- Electricity Emergency Service and Supply Failures – 105
- Yorkshire Water - 0845 124 24 24
- Maritime and Coastguard Agency – 01262 672317
- British Telecom – 0800 800150

SECTION 7: PLAN PUBLICATION

PLAN PUBLICATION

Electronic copies of this plan have been e-mailed to:

heps@eastriding.gov.uk

The current Parish Council Members

- The original electronic version of this plan is kept by:

Mr Gareth Rees, Clerk to the Council, Pasture House, 6 Front Street,
Lockington, YO25 9SH; Tel home: 01430 810141; Mobile: 07768233352/
E-mail: lpcclerk@outlook.com

- Backup electronic versions of this plan are kept by:

Parish Councillor Parish Councillor John Rowson
Penny Cottage, 42 Thorpe, Lockington, YO25 9SR
Home: 01430 810374 Mobile: 07940 513927
email: Kberrystudios@hotmail.com

- Hard copies of this plan are kept at:
Pasture House, 6 Front Street, Lockington, YO25 9SH
The Village Hall, Lockington.

SECTION 8: PLAN MAINTENANCE

Plan Maintenance Roles and Responsibilities

- The plan should be reviewed every year. During the review every section of the plan should be checked for accuracy (telephone numbers, resource lists etc). The Clerk will have responsibility for reviewing the emergency plan and should report back to the Parish Council meeting to confirm that a review has taken place.
- Any updates to the plan, or lessons that have been learned from exercises, should be approved by Lockington Parish Council before the plan is changed.
- The Clerk is responsible for providing an updated version of the plan to all those listed in Section 7.
- This plan should be exercised annually. The Clerk will have responsibility for arranging the exercise. An exercise guide and some potential scenarios are available at www.heps.gov.uk, or by calling 01482 393051.
- The Chair or Deputy Chair of the Parish Council should make sure that all the people who are involved in the plan are aware of their role, and know that that they might be contacted during an emergency.
- The Clerk is responsible for making sure the plan complies with Data Protection and all other appropriate legislation.