

# Ancaster & Wilsford Emergency Plan

Communities working together saving lives, livelihoods and the environment



Version

3

Issue

2

Version <b>3</b> with effect from:	<b>1<sup>st</sup> October 2019</b>
Review Date:	<b>August 2020</b>

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## Record of Amendments

### Plan History

Record of Amendments / Revision of Plan		
Date	Details of amendments / revisions	Amended / revised by
January 2015	Template revision and formulation	EPO Steve Eason-Harris
January 2015	Comments on revised template	EA Rachael McMahon / Melanie Byrne
May 2015	Front Cover design update	Boston Borough Council
January 2016	Template amended to incorporate activation flow chart and key contacts list	EPO Steve Eason-Harris
June 2016	Addition of community maps and incident log sheet	EPO Steve Eason-Harris
October 2016	Updated to standard template – addition of community mapping, incident log sheets – returned to community for sign off and publication	EPO Steve Eason Harris
June 2017	Additional Community information added	EPO Steve Eason-Harris
01 July 2017	Ancaster & Wilsford first issue version	Simon Davy
October 2017	Version 4 community emergency planning template reviewed, updated and published to website	EP&BCO Steve Eason-Harris
30 October 2018	Information transferred to new template format using information from version 1 plan, with inclusion of maps	EPO Steve Eason-Harris
Jan 18	Returned to community for consultation	EPO Steve Eason
01 August 2018	Restructured and additional information added Pt1 & P2	Andrew Newton AnE EPG
December 2018	Front cover change to reflect changes to the community risk register and text alert information added	EPO Steve Eason-Harris
Feb 2019	Version 3 sent to LCC EPU for consultation and additions	Simon Davey
	Version 3 issue 2 compiled and returned to community for publication	EPO Steve Eason-Harris


## Mission Statement


Disasters or major emergencies can strike suddenly, unexpectedly and anywhere. Making a plan now will reduce the impact of any emergency on our community and help ensure our response is effective and proportionate. .


The purpose of this Community Emergency Plan is to help prepare the community to be ready for an emergency and until the emergency services are able to attend. This will be achieved by building resilience within the community, using our existing resources in the most efficient and successful way. Our aim is to provide expertise and voluntary support that is safe within Ancaster and Wilsford parish boundaries until the emergency services are present.

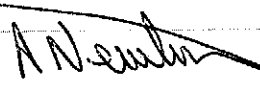
This Community Emergency Plan has been agreed and signed as fit for purpose – acting as a living document - by the Chairperson of the Parish Council, the Community Emergency Team Leader and/or their Assistant.

### Signatures

Role	<b>Chairperson of Ancaster, Sudbrook and West Willoughby Parish Council</b>
Name	<b>David Sayer</b> 
Date	<b>1<sup>st</sup> October 2019</b>

Role	<b>Chairperson of Wilsford Parish Council &amp; Emergency Planning Group Team Leader(Wilsford)</b>
Name	<b>Simon Davey</b> 
Date	<b>1<sup>st</sup> October 2019</b>

Role	<b>Assistant Emergency Planning Group Team Leader</b>
Name	<b>Denise Gascoyne</b> 
Date	<b>1<sup>st</sup> October 2019</b>

Role	<b>Emergency Planning Group Team Leader (Ancaster)</b>
Name	<b>Andrew Newton</b> 
Date	<b>1<sup>st</sup> October 2019</b>

## Section 1

### **Purpose of this Emergency Plan**

This Emergency Plan is jointly owned by the Ancaster and Wilsford Parish Councils who share responsibility for amending, updating and distributing the plan. Any questions or suggestions for amendments or inclusions should be addressed to the Clerk for the Parish Council.

In drawing up our joint emergency plan we adopted best practice from existing documents including the comprehensive Emergency Plan produced by Lincolnshire County Council (LCC) and a draft Emergency Plan written by Ancaster PC in September 2012 and also the Crisis/Recovery Plan issued by Mid-UK.

We received excellent guidance and co-operation from Lincolnshire County Council and Mid-UK Recycling. Our plan draws on human and material resources already available in the community. Even after the emergency services have taken charge, we will still need an efficient communications plan to enable information to be passed rapidly to the general public – particularly the elderly and the vulnerable - and to key stakeholders like schools, GPs surgeries and local businesses and traders. So, we have aimed to make the Joint Ancaster/Wilsford Emergency Plan a locally focused and community-based plan: **THIS PLAN IS FOR YOU!**

### **RESPONSIBILITIES**

The prime responsibility for Emergency Planning and the updating of these instructions lies with the Core Planning Group (CPG) whose members are listed within this document. The CPG is also the contact point for Lincolnshire County Council, North and South Kesteven District Councils, the emergency services and first responders, schools, companies, Parish Councils and those providing services to the vulnerable.

This plan comes in two parts and has been developed to assist your community in an emergency.. Part 1, General Public information document, is meant as a quick reference guide of tasks that your Emergency Planning Group may wish to undertake in the event of emergency while Part 2 the Community Resource Directory has restricted access and contains the emergency contact details, known risks, resources, volunteers and places that have people who may need more support than others.

The Ancaster Facebook page will be used in times of emergency to carry information and messages from the CPG and, as importantly, also carry feed-back from you reporting on developments in your area e.g. the school with messages to parents on opening hours. Both websites will also carry up-to-date information. Those with children at the school in Ancaster know of the system called Parent Mail though which all parents can receive an email message. The school also has a record of email and mobile phone numbers for all parents and many grandparents if these are needed.

GP practices also have means of contacting patients if, for example, the surgery had to close down and those with appointments needed to be advised of cancellation. In the case of an emergency, phone calls to the Ancaster surgery can be automatically transferred to the surgery in Caythorpe.

## **Activation**

This Plan will be activated when at least two members of the Emergency Planning Group consider it necessary to take action in response to an incident

## **Local Hazards & Threats**

Assessed in Risk for Ancaster & Wilsford

<b>Pandemic Flu</b>	<b>Assessed Nationally and Regionally as our Highest Threat.</b>
<b>Inland Flooding</b>	<b>Flooding from the Beck (a tributary of the River Slea) is possible in the area. A more likely scenario is for surface water flooding to occur as a result of heavy prolonged rain fall- this is likely to increase in frequency due to the effects of global warming on our climate.</b>
<b>Severe Weather</b>	<b>In recent times heavy rain, strong winds, snow and ice have become more frequent, possibly due to the effect of global warming. An effective Snow &amp; Ice Clearance plan is required. Droughts should not be ruled out especially when we experience 2 consecutive winters of poor rain fall.</b>
<b>Transport Accidents</b>	<b>Serious vehicle accidents can lead to major disruption on roads through the area between Sleaford and Grantham which can limit access to the A1 Grantham and A15 /17 Sleaford. Other roads in the area that can lead to disruption are High Dyke and Ermine Street. There are a number of small RAF stations in the area which although risk is minimal, could result in significant disruption. Likewise there is a railway line passing through both communities.</b>
<b>Industrial Accidents</b>	<b>Major fires at the nearby waste recycling plant have in the past caused disruption to both communities in the area. Smoke plumes (at best, an irritant, at worst, toxic) have caused the closure of schools and businesses. A major fire may result in significant detours being put in place disrupting residents and commuters.</b>
<b>Loss of Critical Infrastructure</b>	<b>Damage caused by fire, storms or accidents may have a potential impact on energy supplies, water or deprive the community of its important facilities including the school.</b>

## Emergency Planning Group

Important: The information in boxes marked with an asterisk will be recorded within the Community Resource Directory and by Lincolnshire County Council's Emergency Planning Unit at Lincolnshire Fire & Rescue Headquarters in Lincoln.

In the event of the plan being triggered, the following people will form the Emergency Planning Group to help to mitigate the effects of the emergency on the community:

**Simon Davey** *Emergency Planning Group Team Leader Wilsford Parish Council*  
55A Main Street  
Wilsford  
Grantham  
NG32 3NU

**Mobile: 07526 249739 Email: [simon.davey.wpc@btinternet.com](mailto:simon.davey.wpc@btinternet.com)**

or (in their absence)

**Denise Gascoyne** – Clerk to the Parish Councils  
82 Ermine Street  
Ancaster  
Grantham  
NG32 3QP

**Office: 01400 230745 Mobile: 07515410337 Email: [denise.gascoyne@ancasterpc.org](mailto:denise.gascoyne@ancasterpc.org)**

or (in their absence)

**Andrew Newton** *Emergency Planning Group Team Leader Ancaster Sudbrook & West Willoughby.*  
Clevedon  
Carlton Road  
Sudbrook  
Grantham  
NG32 3SE

**Mobile: 07522 015617 Email: [andrew.newton@ancasterpc.org](mailto:andrew.newton@ancasterpc.org)**

The Emergency Planning Group Team Leader and their Assistant(s) will have the current contact numbers for the following additional members of the Emergency Planning Group held within the Community Resource Directory

Cynthia Fleming - Ancaster Sudbrook & West Willoughby Parish Council Vice Chairperson / Emergency Planning Group Team

Business Leader - Ancaster C of E Primary School

Practice Manager - Caythorpe and Ancaster Surgery

**Personal Contact details not listed within this plan but stored within the Community Resource Directory held by the Emergency Planning Group Team Leader, Assistant Emergency Planning Group Team Leader and Parish Clerk.**

## Community Incident Room

If the Emergency Planning Group is brought together to discuss the community response, it has been agreed that they will meet at:

**Ancaster Parish Hall**

Ermine Street  
Ancaster  
Lincolnshire  
NG32 3PW

If this location cannot be used, the following will be utilised:

**Wilsford Village Hall**

School Lane  
Wilsford  
Lincolnshire  
NG32 3PD

**The Emergency Planning Group Team Leader and/or Assistant will organise access.**



## Emergency Support Centres

In an emergency the following location has been designated as a potential Temporary Emergency Shelter. **This is in addition to those already identified by Lincolnshire County Council Emergency Planning Unit.**

### **Ancaster Parish Hall**

Ermine Street  
Ancaster  
Lincolnshire  
NG32 3PW

Capacity of emergency shelter: **320**

Car parking arrangements: **10**

### **Location 2.**

### **Wilsford Village Hall**

School Lane  
Wilsford  
Lincolnshire  
NG32 3PD

Capacity of emergency shelter: **150 (2 rooms – larger room 100 / small- 50)**

Car parking arrangements: **No**

### **Location 3.**

### **Woodland Waters**

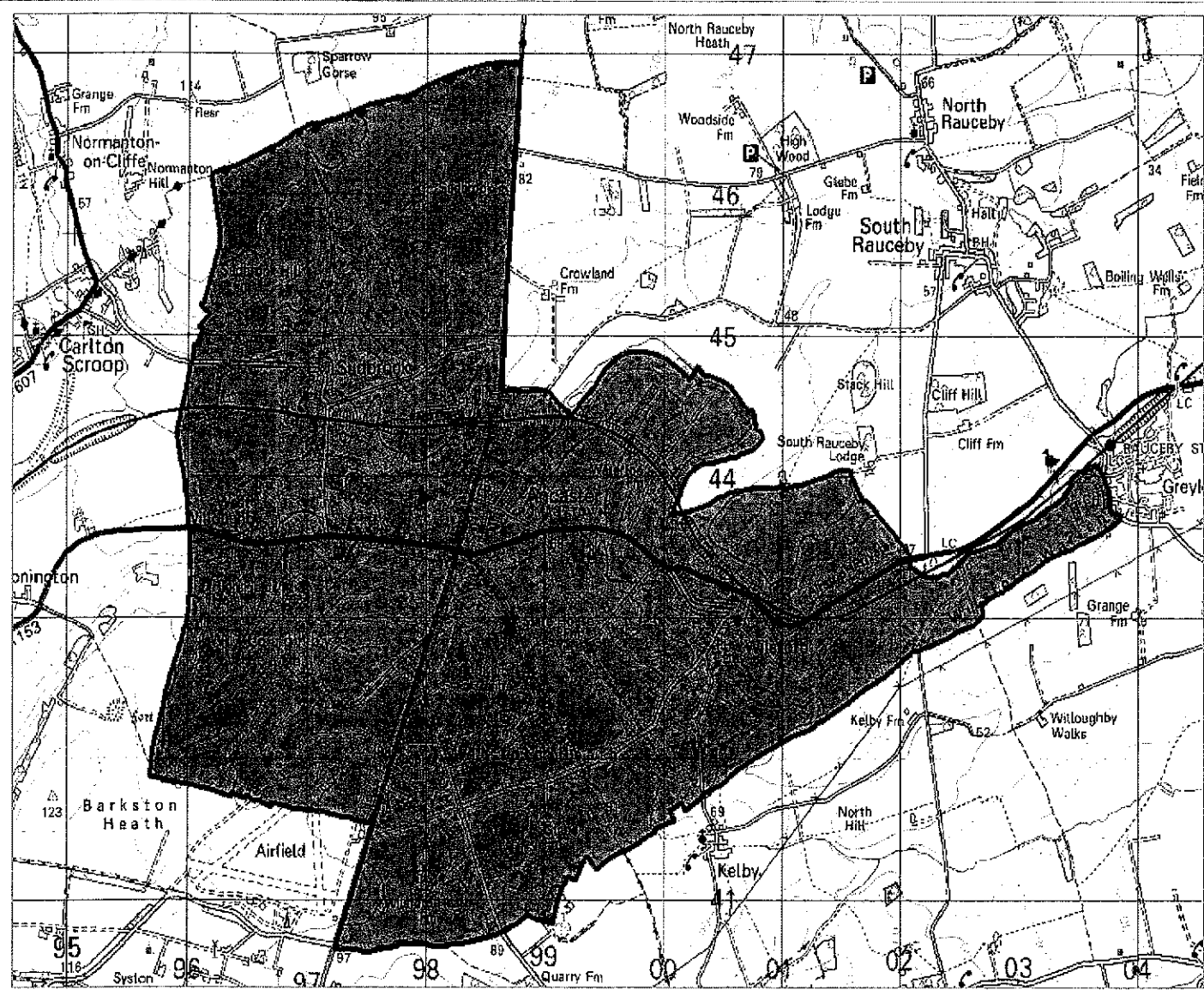
Willoughby Road  
Ancaster  
Grantham  
Lincolnshire  
NG32 3RT

Capacity of emergency shelter: **200**

Car parking arrangements: **200+**

This version of the plan is available electronically through the following links:

- [Ancaster Parish Website](#)
- [Wilsford Parish Website](#)



# Ancaster & Wilsford Community Map



Map Scale: 1: 0.3728KM

Resilient  
**Communities**  
working together to save lives, livelihoods and the environment

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# Resilient Communities

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