

Wilberfoss Parish Emergency Plan

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Flood Plan (triggered by Flood Wardens and/or Parish Councillors/Clerk)

Floodline Quickdial Number

0845 988 1188 Option 1 Ref no: 134812 (Lower Derwent Area)
Type talk: 0845 602 6340

Current Environment

Agency Flood Warnings

If your property is at risk from flooding you can register for FREE TEXT alerts on your mobile by calling: 0845 988 1188 or by going online to: <https://fwd.environment-agency.gov.uk/app/olr/register> or visit <http://www.environment-agency.gov.uk/homeandleisure/floods/31618.aspx> for details of current flood warnings. For severe weather warnings consider registering at www.metoffice.gov.uk

Local Flood Warning Trigger

During periods of heavy rainfall the beck can swell. Key points to watch are:

- 1) Water high enough to push through the drainage holes onto Becks side road.
- 2) Very high levels of rain fall on Wolds and local area. Wilberfoss Beck water levels usually peak 2-3 hours afterwards once water has flowed downstream.

Locations at Risk

Level of Warning	Location at Risk	Action	Notes
Flood Watch	Becks side Storking Lane	1) Cascade warning to be triggered.	Anyone wishing to be added to the cascade warning system please email Christopher_clegg@hotmail.com or sarah-wills@supanet.com
Flood Warning	As above	1) Sand bags to be made available to those residents AT RISK OF	Under control of Flood Wardens or Parish Clerk/Council

Level of Warning	Location at Risk	Action	Notes
		<p>FLOODING</p> <ol style="list-style-type: none"> 2) Monitor Beck water levels and continue cascade warnings. 3) Request flood pump from council. 4) Prepare FLOOD signage 	<p>ERYC - 01482 887700 (manned weekdays and weekends). There are two mobile pumps. Signs/stakes held with sand/bags</p>
Severe Flood Warning	As above	<ol style="list-style-type: none"> 1) Residents prepare properties. 2) Consider alternative childcare arrangements. 3) Move valuables upstairs. 4) Switch off gas and electricity 5) Set up pump and agree staffing. 6) Take supplies upstairs (food, torch etc.) 7) Consider property in outhouses / sheds etc. 8) Consider setting up Community Centre for flooded families 	<p>Further information available from: http://www.wilberfossparish.org/emergency-plan.aspx and http://www.environment-agency.gov.uk/homeandleisure/floods/31624.aspx and http://www.eastriding.gov.uk/cr/support-and-procurement-services/humber-emergency-planning/floods/ See contact details below for Community Centre</p>

Source of Flooding

Area Number	Location at Risk	Source of Flooding	Flow route
Area 1	Lower Becks side – Willow Park Rd to A1079	The Beck (by old road bridge) Drains flowing under property (27 Becks side) Drains backing up with possible	Drains flow towards the beck. Water flows south towards Elvington and backs up by bridge.

		sewerage risk.	
Area 2	Upper Beckside – Church and Birker Lane jn	The Beck. Drains backing up with possible sewerage risk.	Water flows down Beck and dikes and settles on Beckside/flows parallel
Area 3	Storking Lane (around school)	Surface water unable to drain away due to undersized drains Drains backing up with possible sewerage risk.	Water settles as drains fill before draining slowly over time
Area 4	Storking Lane (Jn of Main Street)	Surface water unable to drain away due to undersized drains. Drains backing up with possible sewerage risk.	Water settles as drains fill before draining slowly over time

Local flood actions

Area number	Location at risk	Trigger	Local action	Equipment required	Time required
Area 1	Lower Beckside – Willow Park Rd to A1079	Beck starting to rise substantially	Initiate cascade warning system Prepare properties for possible flooding Prepare signage for road	Sandbags Pump (see above) Signage for road	1 hr
Area 2	Upper Beckside – Church and Birker Lane jn	Beck starting to rise substantially	Initiate cascade warning system Prepare properties for possible flooding	Sandbags Pump (see above) Signage for road	1 hr
Area 3	Storking Lane (around school)	Heavy downpour forecast/occurring	Initiate cascade warning system Prepare properties for possible flooding Prepare signage for road	Sandbags Signage for road	1 hr
Area 4	Storking Lane (Jn of Main Street)	Heavy downpour forecast/occurring	Initiate cascade warning system Prepare properties for possible flooding Prepare signage for road	Sandbags Signage for road	1 hr

Local volunteers / flood wardens

Name	Address	Telephone (day)	Telephone (evening)	Email
Nigel Marsden	27 Beckside	07800697262	01759380332	nigelmarsden@btinternet.com
Jennifer Marsden	27 Beckside	07927521001	01759380332	jennifermarsden@btinternet.com
Gill Husband	25 Beckside		01759 380774	
Lee Husband	25 Beckside		01759 380774	

Important telephone numbers

Organisation	Office hours	Out of hours	Notes
Floodline	0845 9881188	0845 9881188	Type talk: 0845 602 6340
Environment Agency	08708 506 506 (Mon-Fri, 8am - 6pm)		
County Council	01482 393939		
Fire and Rescue Service	01482 565333 (Non-emergency)	112 or 999 (Emergency)	
Police	0845 60 60 222 (Non-emergency)	112 or 999 (Emergency)	
Ambulance	01482 354277 (Non-emergency)	112 or 999 (Emergency)	
Housing Unit	01482 396155		
Drainage/Water courses			
- Blocked gullies	01482 393939		ERYC
- Blocked ditches/dikes	01482 395624		ERYC - Contact landowner first
- Water courses	0800 807060		Environment Agency advice line

Organisation	Office hours	Out of hours	Notes
- Wilberfoss/Thornton Drainage Board	01904 720785		Responsible for Beck Maintenance
- Yorkshire Water	0845 1242424	0845 1242424 (Emergency)	
YEDL (Electricity)	0800 375 675	0800 375675 (Emergency)	
British Gas	0800 048 0202 (Non-emergency)	0800 111999 (Emergency)	
Parish Council	01759 380123	07762 549292	Parish Clerk Mrs Sarah Wills NB – not a 24 hr service
Television	BBC Ceefax page 419 Digital Ceefax page 405		
Local Radio			
- Minster FM (York)	104.7 FM		
- BBC Radio York	103.7FM, 104.3FM and 95.5FM		
- Viking FM (Hull)	96.9 FM		
- Radio Humberside	95.9 FM		
ERYC mobile pump	01482 887700	01482 887700	Manned weekdays and weekends. There are two mobile pumps but they are not guaranteed to be available for Wilberfoss
Community Centre Key Holders	Mr Ged Rollinson (01759) 380434 Mr David Smillie (01759) 380305 Mr Chris Gray (01759) 380061 Mrs Sarah Wills 01759 380123		Management Committee and Key Holders

Available Resources

Organisation	Resource	Number	Location	Notes
ERYC	Pump	01482 887700	Held by ERYC	There are two mobile pumps at ERYC.

Flood Group	Sandbags/Sand/Stakes	100 bags 2.5 tonnes sand 2 x 2m x 4m membranes	Withheld	On order and will be stored locally – contact Flood Wardens or Parish Clerk
Community Centre	Kitchen/emergency accommodation	See above	Community Centre	
Flood Group	Signage		Withheld	To warn of flooded roads
Flood Group	Cascade warning system	See below		Fast way to warn of floods etc

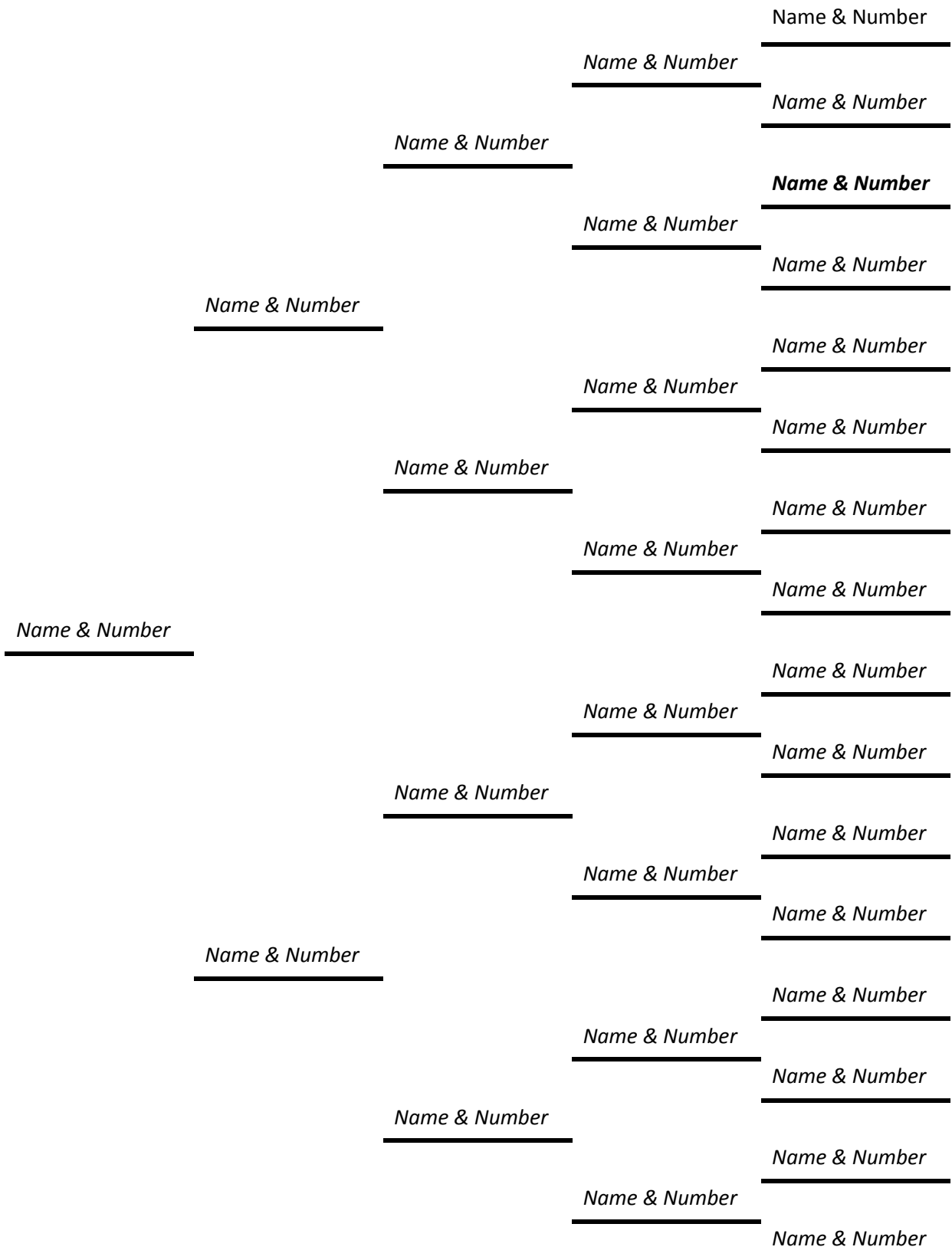
Vulnerable residents, properties and locations

Name	Address	Daytime telephone	Evening telephone	Assistance required
Due to sensitive nature of this information it will be held with the Parish Clerk				

Reputable contractors

Company name	Business (e.g.builder)	Telephone	Notes
Grimston Landscapes	Landscaping	01759 380774	Wilberfoss based
J Wilson	Builder	TBC	Wilberfoss based
Acer Garden Services	Gardening	01759 380306	Wilberfoss based
Daryl Jobson	Home & Garden maintenance	01759 380124	Wilberfoss based

Cascade Warning System



Personal Flood Plan

Which flood warnings are you registered to receive

River

Contact List

Name	Company name	Contact name	Telephone
Floodline			08459881188
Electricity provider			
Gas Provider			
Water			
Telephone			
Insurance Number			
Local council			
Local radio station			
Travel / weather info			

Key Locations

Service cut off	Description of location
Electricity	
Gas	
Water	

Who can help

Relationship	Name	Contact details	How can they help

Snow/Ice Plan

SNOW AND GRITTING POLICY STATEMENT

FOR WILBERFOSS PARISH COUNCIL

(as at 27th March 2011)

1. For the purpose of ensuring all key areas of the village of Wilberfoss are identified that may require gritting and/or salting when severe snow and/or ice conditions prevail, a “Snow and Ice Gritting Detailed Plan” has been produced and agreed by Wilberfoss Parish Council. This plan splits the village into 5 areas, viz:

Group 1: Moorfield Way and Park Lane area

Group 2: The Paddock area

Group 3: Storking Lane, Hawthorne Drive and Ings Road area

Group 4: Middle Street, Back Lane and Stonebridge Drive area

Group 5: Beckside, Willow Park Road, Wold View Road and Fieldhead area.

Main Street is divided between the groups.

2. A “Snow and Ice Gritting Priority Plan” has also been produced to ensure the areas of heaviest footfall and/or areas of the more elderly residents are identified, particularly if supplies of de-icing salt/grit are limited.
3. Either of the Plans will only be implemented when verbally agreed by at least three of Wilberfoss Parish Councillors. This is only likely to occur when an accumulation of snow or compact ice has developed and is expected to last for at least several more days.
Additionally, the scheme is reliant on availability of volunteers and as such no reliance should be placed on it having been implemented in part or in full. Wilberfoss Parish Council accepts no liability in the event of any injury or loss arising from gritting or the lack thereof.
4. A “Risk Assessment and Safe Working Method for Snow and Ice Clearing” document has been produced. This also contains a section regarding “Safe Lifting and Carrying Techniques”.
5. Anyone undertaking snow and/ice clearing work on behalf of Wilberfoss Parish Council will be given a copy of all the above mentioned documents and asked to sign an acknowledgment that these have been received.
6. Snow and/ice clearing work on behalf of Wilberfoss Parish Council is expected to be undertaken by volunteers when available, preferably with a Parish Councillor in attendance.

7. Details of all snow and/ice clearing work undertaken on behalf of Wilberfoss Parish Council will be advised to the Parish Clerk as soon as possible after the work has been completed. The Parish Clerk will maintain details of this work on the document entitled: “Record of snow and ice clearing undertaken in Wilberfoss by or on behalf of Wilberfoss Parish Council”.

SNOW AND ICE GRITTING DETAILED PLAN

(as at 27th March 2011)

Group 1

- 1.1 Main Street (from bus stop at Gas Corner to Moorfield Way)
- 1.2 Moorfield Way including footpath at bottom to sports field's private road
- 1.3 Windmill Meadows
- 1.4 Moorfield Drive
- 1.5 Park Lane
- 1.6 Millfield Close
- 1.7 Storking Lane (from Park Lane to Main Street on west side of road)
- 1.8 Main Street (from Storking Lane to Moorfield Way)

Group 2

- 2.1 The Paddock
- 2.2 Paddock Close
- 2.3 Pear Tree Close
- 2.4 Orchard Close
- 2.5 Footpath (from end of The Paddock to Butts Lane)

Group 3

- 3.1 Main Street (from Costcutter to Storking Lane)
- 3.2 Storking Lane (from Main Street to Hawthorne Drive on east side of road)
- 3.3 Storking Lane (from Park Lane to school on west side of road)
- 3.4 Road to the Sports Club as far as the footpath to Moorfield Way
- 3.5 Hawthorne Drive
- 3.6 John Bell Court
- 3.7 Storking Lane (from Hawthorne Drive to pumping station)
- 3.8 Ings Road

- 3.9 Cul-de-sac off Ings Road (round the bungalows area)
- 3.10 St. Oswalds Close including footpath to Storking Lane
- 3.11 Cul-de-sac off St. Oswalds Close
- 3.12 Footpath from Ings Road to Middle Street

Group 4

- 4.1 Main Street (from Costcutter to Middle Street, north side)
- 4.2 Main Street (from Middle Street to bus stop by footpath from Back Lane, south side)
- 4.3 Footpath from Main Street to Back Lane
- 4.4 Butts Lane
- 4.5 Back Lane
- 4.6 Middle Street
- 4.7 Foss Beck Close
- 4.8 Middlecroft
- 4.9 Footpath at bottom of Middle Street and over Church Bridge.
- 4.10 Main Street (from Middle Street {including Coppers Bridge and footpath to beck} to junction with Beckside, north and east side of Main Street)
- 4.11 Main Street, west side (from junction with A1079 to Stonebridge Drive)
- 4.12 Stonebridge Drive
- 4.13 Main Street, west & south side (from Stonebridge Drive to Middle Street)

Group 5

- 5.1 Bus stop on A1079 to Beckside
- 5.2 Beckside to Willow Park Road
- 5.3 Willow Park Road, both sides, including culs-de-sac
- 5.4 Beckside (from Willow Park Road to The Cloisters)

NB The Cloisters is a private road, we should not grit there unless requested!

- 5.5 Birker Lane to Fieldhead

- 5.6 Fieldhead
- 5.7 Wold View Road
- 5.8 The Meadows
- 5.9 Cricketers Way
- 5.10 St. John's Close
- 5.11 Priory Close

NB1 Where there is a road or cul-de-sac and no footpath, the location and ground conditions will dictate whether the road should be gritted: a) at all, b) round the edge or c) in the middle.

NB2 The other footpaths not mentioned e.g. from Fieldhead to Becksid should not be gritted.

NB3 No gritting of the road to the sports club after the footpath to Moorfield Way. This is a private road.

NB4 As the spreader could put salt onto adjacent gardens or verges, it may be necessary to push the spreader on the road itself in places.

SNOW AND ICE GRITTING PRIORITY PLAN

Areas of social need at the time will be identified by the Parish Council as priority areas for gritting snow and ice, using the following as a guide:.

- 1 Aged or infirm residents
- 2 Young residents/schools
- 3 Routes around service areas (bus stops, shop, community centre etc)
- 4 Residential areas not covered above
- 5 Other

**RECORD OF SNOW AND ICE CLEARING UNDERTAKEN
IN WILBERFOSS BY OR ON BEHALF OF WILBERFOSS PARISH COUNCIL**

Date	Section	Undertaken by	Method of Working	Comments

RISK ASSESSMENT and SAFE WORKING METHOD

FOR SNOW AND ICE CLEARING on behalf of WILBERFOSS PARISH COUNCIL

RISK ASSESSMENT

LIKELIHOOD (L)		SEVERITY (S)	
1	Almost impossible	1	Low – Causing a minor injury. Cuts or bruising
2	Improbable/not very likely to happen	2	Medium – Strain and sprain/absence from work for less than 3 days
3	Possible/could happen	3	Major – Fractures, burns etc/absence from work for more than 3 days
4	Very likely/would not be surprised	4	High – Slipped disc/long term absence from work
5	Inevitable/certain to happen	5	Fatality

Total Score	Risk Category
1	Considered tolerable risk
2-10	Risk is to be controlled as far as is reasonably practicable by completion of risk assessment & method statement
11-20	Hazard must be avoided or the level of risk reduced significantly by control measures & safe systems of operation
21-25	Advice should be obtained from the East Riding of Yorkshire Council before proceeding with this task

HAZARD	EXISTING CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE (L)	SEVERITY (S)	RISK VALUE = LxS	MEASURES OK Yes/No	ADDITIONAL CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE (L)	SEVERITY (S)	RISK VALUE = LxS
Strain to back when lifting or moving heavy bags of salt	<ol style="list-style-type: none"> Advise operator to use safe lifting and carrying techniques if lifting bags alone. Use sack truck for moving bags when possible. Whenever possible, use 2 people to lift 1 bag. 	3	2	6	Yes	Ensure operator receives a copy of the "Safe Lifting and Carrying Techniques" information shown below	2	2	4
Slipping whilst snow and ice clearing.	<ol style="list-style-type: none"> Advise operator to wear suitable footwear for the conditions. 	3	3	9	Yes				
Danger of being hit by	<ol style="list-style-type: none"> Operator to wear high visibility jacket or vest. 	2	4	8	Yes				

HAZARD	EXISTING CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE (L)	SEVERITY (S)	RISK VALUE = LxS	MEASURES OK Yes/No	ADDITIONAL CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE (L)	SEVERITY (S)	RISK VALUE = LxS
moving vehicle.	2. Whilst operating the manual spreader on the road, a vehicle with hazard lights flashing and driven by one of the volunteers will be between the operator and the approaching vehicles.								
Risk of being sued for negligence by operator or member of public.	<ol style="list-style-type: none"> 1. Ensure Public Liability insurance is in place and of adequate value. 2. Ensure volunteers adhere to recommended method of working. 3. Ensure the area that has been spread with de-icing salt is not in a more dangerous 	2	4	8	Yes				

HAZARD	EXISTING CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE (L)	SEVERITY (S)	RISK VALUE = LxS	MEASURES OK Yes/No	ADDITIONAL CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE (L)	SEVERITY (S)	RISK VALUE = LxS
	condition than before spreading commenced.								
Danger of operator inflicting cut to himself/ herself whilst opening bag of salt	1. Advise operator to always cut bag open with blade going away from body.	2	1	2					

Safe Lifting and Carrying Techniques

The following are the basics steps of safe lifting and handling.

1. Size up the load and check overall conditions. Don't attempt the lift by yourself if the load appears to be too heavy or awkward. Check that there

is enough space for movement, and that the footing is good. "Good housekeeping" ensures that you won't trip or stumble over an obstacle.

2. Make certain that your balance is good. Feet should be shoulder width apart, with one foot beside and the other foot behind the object that is to be

lifted.

3. Bend the knees; don't stoop. Keep the back straight, but not vertical.

(There is a difference. Tucking in the chin straightens the back.)

4. Grip the load with the palms of your hands and your fingers. The palm grip is much more secure. Tuck in the chin again to make certain your back is

straight before starting to lift.

5. Use your body weight to start the load moving, then lift by pushing up with the legs. This makes full use of the strongest set of muscles.

6. Keep the arms and elbows close to the body while lifting.

7. Carry the load close to the body. Don't twist your body while carrying the load. To change direction, shift your foot position and turn your whole

body.

8. Watch where you are going!

9. To lower the object, bend the knees. Don't stoop. To deposit the load on a bench or shelf, place it on the edge and push it into position. Make sure your hands and feet are clear when placing the load.

Make it a habit to follow the above steps when lifting anything - even a relatively light object.

Team lifting must be coordinated

- If the weight, shape, or size of an object makes the job too much for one person, ask for help.
- Ideally, operators should be of approximately the same size for team lifting.

- One individual needs to be responsible for control of the action to ensure proper coordination. If one worker lifts too soon, shifts the load, or lowers it improperly, either they or the person working with them may be injured.
- Walk out of step

Do's" and "Don'ts" of Safe Lifting and Carrying

Do

- a. Tuck in the chin to keep the back as straight as possible while lifting.
- b. Lift with the strong leg muscles.
- c. Ask for help with the heavy, awkward items.
- d. When possible, use mechanical equipment to move heavy items.

Don't

- a) Use your back muscles to do lifting.
- b) Try to lift an item that is too heavy or awkward.
- c) Twist your body while carrying an object.
- d) Attempt team lifting without proper coordination.

Safe Manual Lifting and Carrying Overview

Techniques

Planning

- Size up the load and check overall conditions
- Check route for clearances and obstacles
- Use a handcart or dolly, etc. when possible
- Break down large and heavy loads
- Know your limits
- Seek help if necessary
- Take extra care with awkward tasks

Lifting

Remember to use the “5” L’s of Back Safety

- Load
- Lungs
- Lever
- Legs
- Lordosis – keep your back straight

Carrying

- Hold the load close to your body
- Look where you are walking
- Take extra care carrying up and down stairs
- Don’t twist your body, move your feet to turn

Lowering

- Bend your knees to lower the load
- Don’t trap your fingers and toes
- Put it down first, then slide it into place
- Don’t over-reach or stretch

SAFE WORKING METHOD

Details of how the task will be carried out

1. De-icing salt will be tipped by hand from storage bags into the hopper of a manually operated broadcast spreader.
(See below for the type of spreader to be used)



2. Either high quality white de-icing salt or brown salt/granite mix will be spread over the footpaths and roads that have been designated by Wilberfoss Parish Council by the broadcast spreader referred to above.
3. All personnel operating the spreader will be given instruction on its use and will practice using the machine before going out into the village.
4. Everyone operating the spreader will wear a high visibility jacket or vest.
5. On the occasions that the operator has to walk on the carriageway to operate the spreader, a vehicle with hazard lights flashing will travel behind, or in front of the operator as appropriate, to act as a warning to other drivers and give protection to the operator.
6. At locations where it is not practical to utilise the spreader, salt will be distributed manually by spreading from a spade, shovel or a similar tool.

<i>Completed by:</i>	<i>R. Overton, Chairman, Wilberfoss Parish Council</i>	<i>28th December 2010.</i>
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**RECORD OF HAVING READ RISK ASSESSMENT
PRIOR TO ACTIVITY**

By signing you agree with the statement:

“I have read, understand and will abide by all the safety information held in the Parish Emergency Plan”

Date	Name of person	Signature	Comments

Date	Name of person	Signature	Comments