

**Minutes**  
of the  
Seascale Parish Council Meeting  
held on  
Wednesday 5<sup>th</sup> July 2017  
In the Methodist School Room Seascale

**Present:**

Chair	Cllr Brian Goulding
Councillors	Cllr David Ritson
	Cllr Eileen Eastwood
	Cllr David Halliday
	Cllr Catherine Harvey-Chadwick
	Cllr K Mawson
	Cllr L Mawson
	Cllr David Moore
Clark/ RFO	Ms Jill Bush
Public	Mr Mat Arnold
	Mr Lee Fleet
	Mr Franks Fleet
	Mr B Harvey-Chadwick
	Ms Brenda Parsons
	Mr Martin Rigg
	Mr Paul Turner

The meeting was recorded for minuting purposes

**ITEM**

1. Apologies  
Cllr Craig Ashton
2. **Announcements from the Chair**
  - Cllr Goulding has come out of retirement and is working part-time with a security company. Subsequently, he has made a declaration of interest in this company and any relation with the Parish Council
  - Change in the agenda, planning issues will move after matter arising
3. **Declarations of Interest by Councillors in respect of Agenda items**  
Cllr Goulding - 8.1  
Cllr K Mawson - 5.1  
Cllr L Mawson - 5.1
4. **Minutes of the previous meeting of 5<sup>th</sup> July 2017**  
Minutes ratified and signed off
- 4.1 Matters arising
  - 4.3 The interest in allotments to be linked with the ground clearance of the site
  - 5.1/5.3 The person tipping cardboard has been reported to Copeland BC
  - 5.2 Rubbish cleaning from the beach is collected by Copeland BC if it is left in binbags by the toilet block
  - 5.7 The repair to the wishing well seating has taken place

- 5.10 Lamp post repair – manufacture still in progress
- 10.2 The yellow and black around it keeps being removed. The climbing frame will be removed
- 13.2 David Gray kept the village clear of rubbish as well as the beach

## **5. To consider any Planning Issues**

- 5.1** CH/4/17/2203/OF1 - Application to build 10 x 2 bed bungalows - This application has raised numerous concerns in the parish. The access lane does not meet the current highway standard and the lack of sighting when leaving this site is a H&S hazard. This is a single car access, with passing points. It is over intensive building in a predominantly rural area. The area is subject to flooding and reducing natural drainage will exacerbate this problem. The Parish Council do not consider this a brown field site. Previous applications for a single construction have been refused – The Parish Council lodged its concern and asked Copeland BC to refuse this application.
- 5.2** CH/4/17/2200/OF1 - St Cuthbert's Church – Removal of Font to front of Church, re-positioning of rear seating, WC & kitchenette installation – No objection.
- 5.3** CH/4/17/2197/OF1 - Front, Side & Rear Extension to Bungalow – No objection.

## **6. Public Participation**

A parishioner complained how concerns raised during the first planning application item about vehicle headlights can be acknowledged as a problem, “but don't give a tuppenny toss” for those living opposite the car park. The Parish Council noted the comment made.

**Q.1.** How often is the CCTV footage checked on?

**A.1.** Only when a request is made.

**Q.2.** Why is the beach front amenity area (due to be upgraded) being called a beach park?

**A.2.** It is a community space, the play area itself is before Copeland planning committee for permission for re-development of the community space.

**Q.3.** When does the Parish Council take over this?

**A.3.** On completion of the works.

## **7. Guest Speaker – ACTION with communities in Cumbria Lorraine Smyth**

Community Emergency Planning, Community Led Planning and Neighbourhood Planning.

- 7.1** Whilst it is the responsibility of the Borough or the Town Council to set up refuges in the event of the emergency, these are normally set up where the population is denser. Often the reality is outlying less populated areas may become isolated. A plan to meet the specific needs of a small community can often be achieved more effectively when it is implemented by that same community.

Local people know who the most vulnerable people are, what their specific needs are, i.e. elderly and/or disabled people or families with babies and small children and where they live. A community plan can include members from diverse groups, perhaps a scout leader, the church, community leaders etc. Cllr L Mawson to contact local community groups. The pavilion or the sports hall could be used in the event of an emergency, where the residents have had to leave their homes. Designated co-ordinators who can check to make sure these vulnerable people are OK.

More information is set out in the Annex 1 - 4 at the end of the minutes, including a case study and an example of a household emergency plan.

The ACTION group are not only helping with this but can also help local communities set up their community plan. If you are interested in your group becoming involved in this please contact any of the Parish Councillors or email the Parish Council at [clerkseascalepc@gmail.com](mailto:clerkseascalepc@gmail.com)

- 7.2** The community led plan for the Parish referred to in item 7 is currently being created by Cllr Ashton who is liaising with LLWR for funding.

To avoid the loss of a library in Seascale, the Parish Council are in the process of applying to take on and keep this asset for the local community and the ACTION group are also helping in this. Cllr Eastwood, Cllr Goulding, Cllr D Halliday, Cllr Mawson and Cllr Moore to set up a working group. A provisional meeting 26<sup>th</sup> July has been arranged.

Ms Smyth was thanked for the very interesting presentation.

## **8 Reports from the Councillors**

- 8.1** Quotation received for the removal of the sand and weeds around the car park, kill the weeds around the toilet block, the seafront including the castle, wishing well, war memorial (pressure clean) and the sports hall. This is a one-off quote of £3,630.50. The Parish Council will look for further quotes.
- 8.2** The 2017-18 Open Space contract with Copeland BC is approximately £7,000 + VAT. There are elements of this contract which are not being carried out and the play inspections were cancelled last year, however are still listed. The clerk to contact Copeland why this is listed, when the contract ends and what would be the quote for the next contract. Actioned

## **9 Finance**

- 9.1** RFO balance read out reconciled Cash Book Balance of £45,597.83 for May with no outstanding payments and the reconciled Cash Book balance of £49,923.43 for June with two outstanding payments totalling £330.00.
- 9.2** Payments requests approved.

## **10 F&GP working Group**

- 10.1** A recommendation the request from Gosforth Church for additional funding be reviewed at the next APM.
- 10.2** Request from Gosforth Church for funding toward footpath repair. The Finance Groups' recommendation is that this type of funding should be met by their own parish.

## **11 To consider matters pertaining to Parish Assets**

- 11.1** Asset repair/replacement schedule to be set up in conjunction with the asset register. Once the group have completed this, it will be submitted to the Council for recommendation.

## **12 To Consider relating to the Highway and Transport**

- 12.1** The request to lower the mirror by the bridge has not been actioned. Clerk to contact Highways again to request this is carried out. Actioned
- 12.2** Some of the pavements lowered/repared. Cllr Moore could report this work is scheduled to be carried out with the work being carried out in the Millom area, but did not have the specific dates when this would be done.
- 12.3** Local Cllr Turner (in members of the public) was invited to provide some information on the progress of Viking Way. The date of completion is dependent on the weather; however, the progress is going well. A contracted bus is in service now. Sections of the road are being widened and elements re-positioned up to the A595 to a crossing point which will have a multi-user crossing point. Highways are considering the possibility of reducing the speed limit along sections of the A595, whilst this work is carried out.
- 12.4** Cllr Goulding expressed disappointment regarding the progress of the community speed watch programme. The training, once the Risk assessments and the equipment testing completed, will be carried out by CPSO's.
- 12.5** The County Council are weed spraying Japanese Knotweed; however, concern has been raised by a LLWR representative regarding the levelling in the layby along Gosforth Road, where they are working on the Viking Way construction which will disrupt the natural drainage system.

### **13 Correspondence**

- 13.1** CALC asked if the Council are interested in the £17.00 Local Council Review publication. Clerk to advise the Council are not taking up this offer. Actioned
- 13.2** CCC sent the details of the rates for Npower energy contracts.
- 13.3** Zurich have confirmed the changes to the assets covered by public liability and the additional co-opted Cllr.
- 13.4** Zurich also asked for payment for the insurance cover. The clerk contacted them to confirm payment had been made and cleared through the account in June. Zurich have now confirmed receipt.
- 13.5** Cumbria Constabulary local crime report for June:
- Report of a male driver driving toward a parishioner and her dogs
  - A male found in possession of cannabis
  - Shop lifter caught twice stealing from the Co-op
  - Three reports of vehicle vandalism
  - A parishioner experienced someone banging on their front door in the middle of the night
  - Hedges cut out of season possibly affecting nesting birds (occurred in Drigg) a PCSO has been allocated
  - A male causing a nuisance in a public house
  - Vehicle parked in front of a garage, was resolved between the two concerned
  - A communication was handed out to the Cllrs for information

### **14 Urgent items raised by Councillors**

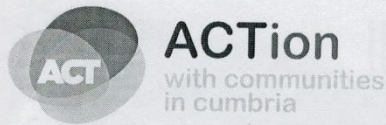
- 14.1** Cllr K Mawson has been approached by numerous parishioners regarding concerns about the water supply, causing kettles to 'pop'. United Utilities have responded – the reason is because of the reduction of water from Ennerdale and replaced with water from the Egremont boreholes. Cllr Goulding has the contact details of the Ombudsman to make complaints to regarding this. There is a meeting with representatives from UU on 12<sup>th</sup> July in Egremont (market hall?) and between 1<sup>st</sup> – 13<sup>th</sup> July at the Beacon in Whitehaven. Between 1.00pm and 08.00pm at both venues on 13<sup>th</sup> July. Cllr Moore to put this on Gosforth and Seascale Matters. The clerk to contact UU for a full explanation why given the impact this change of water supply is having on households why Seascale is not using the water from the Egremont boreholes. Actioned
- 14.2** Litter bins are full because a woman is using them once a week to dispose of her household rubbish.
- 14.3** Random rail strikes continue.
- 14.4** A bench close to the Drigg boundary has collapsed.
- 14.5** Cllr L Mawson reported the Council could purchase 4 benches for £900.00. It is a short-term offer. The Council agreed to this. The total cost of this can be offset by contributions offered by two parishioners. Cllr L Mason and the clerk to organise the order and purchase.
- 14.6** Cllr L Mawson reported the quotations for the replacement of the toilet block floor are in hand.

### **15 Dates of forthcoming Meeting**

**Full Meeting Wednesday 6<sup>th</sup> September**

## ANNEX 1

### ACTION CASE STUDY



## Case Study: Dent Bad Weather Friends

June 2016

The Parish of Dentdale, beyond Sedbergh, in the Yorkshire Dales has a population of approximately 750 people. There are strong farming and family ties along the narrow 10 miles of the Dale and a sense of looking after your own. Significant numbers of people retire to the area and there are a large proportion of holiday homes in the Dale.

### Background

In 2008 the Parish Council, together with the wider community, carried out a Parish Plan which identified key actions for the area. One of these was the need for stronger links with the Police. A local Neighbourhood Watch scheme was re-energized and has been growing since then.

Neighbourhood Watch is a strong local initiative in Dent, managed by local coordinators and reaching 50% of the permanently occupied households in the dale.

In the last 10 years the Neighbourhood Watch Group has become a more obvious presence in the community, more recently using the free Cumbria Community Messaging (CCM) service to assist with communications. Local coordinators keep people informed through the messaging service and pass on advice from statutory agencies.

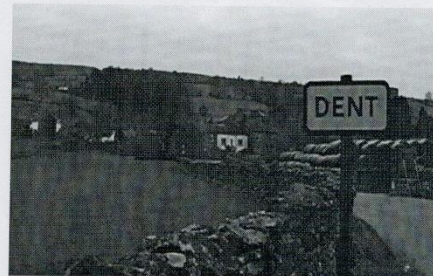


**Cumbria Community Messaging is a free and easy to join countywide messaging service.**

**The Police, Trading Standards, Environment Agency, Local authorities and local communities use it to keep in touch. Visit: [www.cumbriacommunitymessaging.co.uk](http://www.cumbriacommunitymessaging.co.uk)**

### The Project

The Neighbourhood Watch Group recognise that the isolated nature of the dale is a key feature when it comes to ensuring residents' safety. The community of Dentdale has a very strong culture of self help, among the farming community in particular, and unwritten support networks have existed for generations.



A Community Emergency Plan for Dentdale has been created to complement this, and to address events which affect a significant number of households at any one time, including those who may be outside these long established networks. The plan aims to facilitate a coordinated response to calls for assistance from anyone in the community.

The types of events which could trigger their Community Emergency Plan include: flooding, heavy snowfall, and long term power failure.

The plan aims to both prompt households to be better prepared to cope in an emergency, and to provide a structure to give support to those most adversely affected, particularly more vulnerable residents.

'Bad Weather Friends' are small groups of residents who have volunteered to check on vulnerable neighbours in their locality. The seven locality areas have been identified as they may be cut off from each other in extreme weather.

The Bad Weather Friends are promoted to action by Plan Co-ordinators when severe weather alerts are received via Community Messaging. In the recent floods the messaging service was used to help people be safe and stay in touch.



## ANNEX 1

### ACTION CASE STUDY cont



*Isolated dwelling in Dentdale*

All residents have been encouraged to sign up to CCM, to receive updates as a situation develops. They are also advised to have at least one working analogue telephone for use in the event of power failure.

The plan includes how to liaise with and inform the statutory agencies of needs in the dale during an emergency, and what support the community provides for itself.

Details of: Emergency accommodation key holders; farmers with tractors the local WI and other volunteers who are simply willing to get out in bad weather and help.

#### **The Learning**

Having the Emergency Plan and the Bad Weather Friends helps to identify people who may be more affected in an emergency situation. This should mean that people feel safer.

Linking with Electricity North West, who provided analogue phones for the vulnerable households on their priority service register has been helpful and raised local awareness and understanding. Details of the Priority Service can be found here: <http://www.enwl.co.uk/our-services/electricity-priority-service-customer>.



*Dent village*

The substantial, local Neighbourhood Watch organisation in Dent helped to make connections with all the residents - building on a successful local organisation is vital.

We have found that the name 'Bad Weather Friends' is attracting attention because it's catchy. The important thing to remember, however, is that the project is all about a community having a system to include all residents in its planning for emergencies.

#### **Contact Details**

Given the distribution of the Dales population, Dentdale's Emergency Plan has a team of seven Plan Co-ordinators and fourteen local coordinators who in an emergency work in seven groups.

For more information contact John Sibley on Tel: 015396 25024

**Cumbria Neighbourhood Watch Association supports Neighbourhood Watch initiatives in Cumbria to create communities where everyone feels safe.**

**The Association is a charitable company run by volunteers. For more information, visit: <http://www.cumbria-nhw.org/>**

#### **ACT champions community and rural issues**

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CS041

ACT Case Study

01.06.2015



## ANNEX 2

### COMMUNITY EMERGENCY PLANNING



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## Community Emergency Planning: Having the Conversation

Community Emergency Plans can help to minimise the impact of an emergency and help communities to recover more quickly. For many communities however, the prospect of writing a Plan and getting involved in an emergency situation, can be a daunting one.

This guidance is aimed at communities considering how they can work together, and better support each other through difficult times. It aims to highlight how useful it can be to have 'had the conversation' even if you decide not to go on to write a detailed Community Emergency Plan.

#### Inconvenience or Emergency?

An inconvenience for one person, could be a potential emergency for another. It doesn't have to be a 'blue light response' situation.

For example, being without power or water for an extended period of time could cause significant upset and a potential health risk for more vulnerable residents.

Being stuck in your home, due to snow or icy conditions, can mean residents are unable to collect prescriptions or shop for food. Extreme temperatures, such as freezing conditions or a heat wave also pose significant health risks.

People can be more vulnerable at different times in their lives: e.g. a parent home alone with a new born baby; an elderly resident with a chronic health condition; anyone who is affected by sickness or injury.

#### Community Conversations

Community coffee mornings, or other events are a great opportunity for local people to discuss their experiences.

There will have been incidents in the past which the community responded to by working together and looking out for their neighbours. Learning more about them can help you to identify potential risks and positive actions to encourage in the future.

There's no need to be too formal about it, simply ask people to have a conversation about the last time the village was challenged by heavy snow, or a power cut etc.

Keep it relaxed and encourage everyone to speak who wants to. Ask a volunteer to take some notes so you have a record of what people said.

#### Community Conversations

- Informal discussions and story telling
- Coffee mornings and other existing community 'get together' activities
- Make a note of the key points

#### Parish / Town Council Conversations

- Discuss information from community conversations
- Invite Police Community Support Officer, Neighborhood Watch, local First Responder etc
- Consider writing a Community Emergency Plan

#### Help residents be better prepared

- Encourage individual households and businesses to be better prepared for emergencies
- Guidance available from local authorities, environment agency etc
- Use existing communications - newsletters, notice boards, websites, events, meetings etc.



## ANNEX 2

### EMERGENCY PLANNING cont

Handouts on the table, or an introduction from a volunteer 'conversation starter' can act as a prompt and keep conversations on track:

**Q: Can you remember the last time people in the village were:**

- 'Snowed in'
- Without power
- Without water
- Without communications
- Stuck because of icy conditions
- Flooded
- Affected by extreme weather, heat / cold
- Affected by an emergency situation

**Q: Were some people more affected than others?**

**Q: What did people do to help themselves and others?**

**Q: What happened?**

#### Parish Council Conversation

Parish / Town Councils or other community groups e.g. Neighbourhood Watch, can have similar discussions. They may be the ones to initiate wider community conversations.

Discuss the information gathered from the community conversations, and use the Community Emergency Planning guidance available, to decide whether to write a Plan.

Could a more coordinated community response better support those who need it most? Simple, practical steps such as a telephone tree system to check if residents are okay and provide information; collecting prescriptions; delivering emergency supplies or a hot meal, could make a real difference.

Consider whether the community could have a role to play in the event of a 'blue light response' from the emergency services. This could be to provide local knowledge, aid local communications, or open a community venue as a place of safety, and central meeting point.

Invite your Police Community Support Officer, Neighbourhood Watch representative, First Responder, or representatives of other key groups to feed into the discussions.

#### Encourage Resilient Households

Whether you decide to go on to prepare a Community Emergency Plan or not, you can encourage individual households to be better prepared. Encourage everyone to produce a household emergency plan, and promote the use of the free Cumbria Community Messaging service to stay informed.

Keep it simple - use guidance from local authorities and agencies e.g. Environment Agency, and existing local communications such as newsletters, notice boards, community website, events, and meetings.

You could also arrange first aider training such as 'Heart Start' sessions at the village hall.

#### Contacts & Additional Resources

Further Community Emergency Planning guidance including template plans, are available on the ACT website here:  
[www.cumbriaaction.org.uk/WhatWeDo/CommunityEmergencyPlanning](http://www.cumbriaaction.org.uk/WhatWeDo/CommunityEmergencyPlanning)

Also visit Cumbria County Council's web page:  
[www.cumbria.gov.uk/emergencyplanning](http://www.cumbria.gov.uk/emergencyplanning)

'Good Neighbours' schemes, operating throughout the year, can help existing support networks and create more resilient communities. Contact ACT for information.

For more information please contact ACTion with Communities in Cumbria on Tel: 01228 817224 or visit our website: [www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)

#### ACT champions community and rural issues

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DT056

ACT Guidance Sheet

15.10.16



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## ANNEX 3

### COMMUNITY LED PLANNING & NEIGHBOURHOOD PLANNING



## Community Led Planning and Neighbourhood Planning

**Community Led Plans provide a firm foundation for Neighbourhood Plans and other types of planning such as Emergency Plans and Valley Plans.**

**There is no legal requirement for communities to produce any of these but they can be beneficial when planning for the future and getting your voices heard.**

### Community Led Planning

A Community Led Plan (CLP) is a plan for the community, by the community.

It sets out a vision for the future based on widespread local consultation, with actions for how this can be achieved.

CLPs can cover anything the community feels is important to them, from more notice boards around the village, through to the creation of affordable housing.

Community Led Planning produces an action plan, owned and delivered by the community, with support as appropriate from local authorities and other agencies.

CLPs are usually initiated by the Parish/Town Council and can cover one or more parishes.

ACT can support communities producing CLPs and has a range of resources available including: Guidance Sheets, Case Studies, and articles in our ACT Gazette newsletter.

These are available on the ACT website here: [www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)

### Neighbourhood Planning

Neighbourhood Planning was introduced through the 2011 Localism Act and focuses solely on spatial planning issues i.e. the use of land and buildings.

Neighbourhood Planning is led by the community but requires expert professional advice and support. It is a statutory process involving external examination and assessment.

#### Neighbourhood Planning can:

- Decide where and what type of development should happen in an area.
- Promote more development than is set out in the Local Plan / Development Framework.
- Include policies, including design standards, which take precedence over existing local planning policies.
- Only be prepared by a Parish or Town Council or a 'Neighbourhood Forum' set up for the purpose.

#### Neighbourhood Planning cannot:

Conflict with policies in the existing Local Plan / Development Framework or be used to prevent the development this proposes.

#### Community Led Planning

- Can cover any issue which is important to a community
- Includes an action plan for the local area
- Should be based on widespread consultation

#### Neighbourhood Planning

- Sets out what type of development should happen in a community
- Needs to conform with local and national planning policies
- Should be based on widespread community consultation

#### Community Led Plans can provide a foundation for:

- Neighbourhood Plans, which cover spatial planning issues (use of land / buildings)
- Valley Plans, which balance land management and the needs of the community
- Emergency Plans, which help communities cope with, and recover from, emergencies



## ANNEX 3

### COMMUNITY LED PLANNING & NEIGHBOUR PLANNING cont.

Neighbourhood Planning produces either a 'Neighbourhood Plan' to sit alongside existing planning policy with the local planning authority; a 'Neighbourhood Development Order' or 'Community Right to Build Order' which grant planning permission locally without the need to submit applications to the local planning authority.

#### A Neighbourhood Plan might include

- The development of housing and bringing derelict housing back into use
- Provision for businesses to expand,
- Transport (including roads, cycling, walking)
- The development of schools, leisure facilities and community centres
- The design of buildings
- Protection and creation of open space

If your Local Plan / Development Framework already reflects local needs and aspirations, there may be no need to produce a Neighbourhood Plan for your area.

#### Producing a Neighbourhood Plan

If you already have a Community Led Plan, parts of it could be used as the foundation for a Neighbourhood Plan. As it is based on local consultation, these will already have backing from the community and are therefore more likely to be supported in a referendum.

If you do want to produce a Neighbourhood Plan there are eight steps:

##### Getting Started

Look at local and national planning policies, decide who to involve and how to involve the wider community. Involve your planning authority.

##### Identify the issues

What are the strengths and weaknesses of the area? Start to consult people and refer to your CLP if you have one.

##### Develop a vision and objectives

Decide what you want your community to be like in the future and set out how the Neighbourhood Plan could achieve this.

##### Generate options for your draft plan

Consider options for the type of development you wish to see and ways of using land.

##### Preparing a draft

Set out policies to help achieve your vision.

##### Consultation and submission

There will need to be public consultation on the draft plan and when any changes have been made, the plan will need to be submitted to the local planning authority.

##### Independent examination

The planning authority will appoint an independent examiner who will ensure the Neighbourhood Plan conforms with European obligations and conforms with national and local planning policies.

##### Referendum and adoption

If it passes examination, the local planning authority will arrange a referendum on the Plan. If over 50 per cent of those voting are in favour of the Plan it will be adopted.

"We couldn't have produced our Neighbourhood Plan without our Community Plan"

Torver Resident

#### More information

Locality [www.mycommunity.org.uk/programme/neighbourhood-planning/](http://www.mycommunity.org.uk/programme/neighbourhood-planning/)

Department for Communities and Local Government: [www.communities.gov.uk](http://www.communities.gov.uk)

ACT may be able to help you with your consultation: [www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)

**calc**

This guidance sheet has been produced in partnership with CALC

**For more information please contact ACTion with Communities in Cumbria on Tel: 01228 817224 or visit our website: [www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)**

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DT031

ACT Guidance Sheet

16.04.15



## ANNEX 4

### HOUSEHOLD EMERGENCY PLAN LIST BOOKLET P1 & 4

#### Responding to an incident

- Ensure you are not in danger. If people are injured or there is a threat to life, dial 999 and follow instructions.
- Generally if the danger is outside (if it is safe to do so):
  - Go in** a safe building
  - Stay in** until you are advised to do otherwise
  - Tune in** to local radio / TV for more information
- If the danger is inside:
  - Get out, stay out and call emergency services**

#### Contact all householders:

Name:	Mobile Number:

If we cannot contact each other we will leave a message with:

--

**Meeting Point:** If we cannot get home we can meet / stay at:

Near home:
Further away:

#### If required and safe to do so:

- ☐ Turn off utilities (Electricity, Water, Gas)
- ☐ Install protection measures e.g. flood doors
- ☐ If evacuating, collect grab bag kept here: .....
- ☐ Check on family and / or neighbours who may need assistance

**If you need assistance:** Who can you call for help?

Name:	Mobile Number:

#### Preparing for Emergencies - Are You Ready?

## Household Emergency Plan



Families and households can better cope with emergencies by preparing in advance and working together as a team. This leaflet covers three basic steps to being prepared for emergencies:

- Have a Plan
- Have a Grab Bag
- Stay Informed

For more information about Emergency Planning in Cumbria visit:  
[www.cumbria.gov.uk/emergencyplanning](http://www.cumbria.gov.uk/emergencyplanning)

For information about Emergency Planning in your community visit  
ACT's website: [www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)



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programme delivered by ACT in partnership with Cumbria CVS and Cumbria Action for Sustainability.

## ANNEX 4

### HOUSEHOLD EMERGENCY PLAN LIST BOOKLET P2 & 3

#### Have a Plan

Make a plan with all members of your household (back page) & review annually.

##### Getting prepared - Checklist

- ☐ Find out what local risks may affect you (e.g. flooding). Register for alerts and fit protective measures, if available.
- ☐ Know where and how to safely turn off utilities:
  - Electricity .....
  - Water .....
  - Gas .....
- ☐ Ensure you have valid building and contents insurance.
- ☐ Fit smoke and carbon monoxide detectors, and test regularly.
- ☐ Prepare escape routes from your house and teach all householders.
- ☐ Microchip your pet(s) and consider their needs in an emergency.
- ☐ Ask Parish / Town Council if your community has an emergency plan.

#### Have an Emergency Grab Bag

Know where your 'grab bag' essentials are to save time in an emergency.

##### Grab Bag - Checklist

- ☐ Wind up / battery radio, with spare batteries
- ☐ Torch with spare batteries, candles and matches
- ☐ First aid kit and manual
- ☐ Medication, repeat prescriptions, tissues, toiletries, sanitary supplies
- ☐ Food & equipment for those with special requirements e.g. babies, pets
- ☐ Spare warm clothing, sleeping bags or blankets, books and games
- ☐ Your mobile phone, spare battery and charger
- ☐ Extra car and house keys
- ☐ Cash, credit cards, key cards
- ☐ Copies of important documents - birth certificates, passports, licences, insurance policies (store originals in a fire and waterproof container).

#### Stay Informed

In major emergency situations it may be necessary to issue warnings and advice to the public. These would normally be broadcast via local radio or TV channels. You can also sign up in advance to receive relevant information.

- ☐ Tune into local radio or TV
- ☐ Check relevant social media accounts (see below)
- ☐ Register with your utility companies if you may require extra assistance. NB: Each maintains its own Priority Services Register.

##### Sign up for:

- ☐ Cumbria Community Messaging: [www.cumbriacommunitymessaging.co.uk](http://www.cumbriacommunitymessaging.co.uk)
- ☐ Flood Warnings: [flood-warning-information.service.gov.uk](http://flood-warning-information.service.gov.uk)

Complete the table below with your important contacts:

##### Important Contacts List

Contact	Phone	Web / Twitter
Environment Agency / Floodline	0345 988 1188	(see above flood warnings) @EnvAgencyNW
Electricity North West (power cut)	0800 195 4141	<a href="http://www.enwl.co.uk">www.enwl.co.uk</a> @electricityNW
National Grid (electricity, gas)	0845 385 1111	<a href="http://www2.nationalgrid.com/uk/">www2.nationalgrid.com/uk/</a> @nationalgriduk
United Utilities (sewerage flooding)	0845 602 0406	<a href="http://www.unitedutilities.com">www.unitedutilities.com</a> @unitedutilities
Highways (drain / road flooding)	0300 303 2992	
District Council:		
Police (non-emergency)	101	<a href="http://www.cumbria.police.uk">www.cumbria.police.uk</a> @Cumbriapolice
Doctor:		
Dentist:		
Vet:		
Out of town contact:		
Insurance Company:		
Policy Nos.	Buildings: Contents: Car:	
Local Radio Frequency	BBC Radio Cumbria 95 - 105 FM	