

**Town Clerk:** Ms. Helen Watson FSLCC  
**Office Address:** 12 Well Lane, Beverley, East Yorkshire, HU17 9BL  
**Tel:** 01482 874096 **Email:** clerk@beverley.gov.uk **Website:** www.beverley.gov.uk

Wednesday 16<sup>th</sup> December 2020

To All Councillors

Members of the Planning, Property and Services Committee: Councillors P. Astell (Chairman), T. Astell, D. Boynton, I. Gow, D. Horsley, D. Tucker, C. Wildey and A. Willis

Dear Councillor

## **PLANNING, PROPERTY AND SERVICES COMMITTEE**

You are hereby summoned to attend the Full Council Meeting of Beverley Town Council to be held remotely via Zoom on **Tuesday 5<sup>th</sup> January 2021** to commence at 6.30pm.

Yours faithfully,



**Matthew Snowden**  
**Deputy Town Clerk**

During the current crisis relating to COVID-19, for health and safety reasons, and to ensure physical social-isolation guidance can be followed, meetings will be held digitally via online video technology. Members of the public can attend via the link published on the Town Council website.

## **AGENDA**

### **1. Introduction**

- (a) The Chair to explain that the meeting is being live-streamed on You Tube via Zoom.
- (b) The Chair to explain meeting protocol in terms of using remote technology.

### **2. Apologies for Absence**

### **3. Declarations**

- (a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- (b) To note dispensations given to any member of the council in respect of the agenda items below.

### **4. To note the minutes of Planning, Property and Services Committee held on Tuesday 24<sup>th</sup> November 2020 (signed and approved at Full Council on 30<sup>th</sup> November 2020).**

## 5. Delegated Responses

Due to no meetings taking place in December, the Deputy Town Clerk, in consultation with the Chair of Planning Property and Services, submitted delegated responses to planning applications with deadlines before 5<sup>th</sup> January 2020 (see attached).

## 6. Planning and Applications

The Committee's views are sought on the following planning and environmental planning application on which the Town Council has been consulted by the Local Planning and Environment Authority.

Planning Ref	Address	Ward	Application Details (click on the description to link to Planning Portal)	Delegated Response / Notes / Proposed Committee Responses
20/03624/STPLF	Land South West Of Stone Cottage Long Lane Woodmansey East Riding Of Yorkshire HU17 0RN	Woods	<a href="#">Erection of 145 dwellings with landscaping and associated infrastructure</a>	<b>NOTE</b> This is for landscaping and infrastructure designs, etc. following previous consultation on outline permission. Please take time to look at this application as there are a lot of documents on the ERYC planning system.
0/03625/STPLF	Land South West Of Stone Cottage Long Lane Woodmansey East Riding Of Yorkshire HU17 0RN	Woods	<a href="#">Erection of 255 dwellings with landscaping and associated infrastructure</a>	<b>NOTE</b> This is for landscaping and infrastructure designs, etc. following previous consultation on outline permission. Please take time to look at this application as there are a lot of documents on the ERYC planning system.
20/03920/VAR	9 Westwood Road Beverley HU17 8EN	SMW	<a href="#">Variation of Condition 8 (approved plans) to allow for alteration to rear rooflight of planning permission 20/01303/PLF - Erection of single storey and first floor extension to rear, construction of dormer extension with glass balustrade to rear and installation of roof light to front and rear</a>	
20/03924/PLF	27 Outer Trinities Beverley HU17 0HN	MS	<a href="#">Erection of single storey glazed extension to rear</a>	
20/03937/PLF	75 Coltman Avenue Beverley HU17 9DP	MN	<a href="#">Erection of a single storey extension to front</a>	
0/04130/TPO	11 Cottage Mews Beverley East Riding Of Yorkshire HU17 9HD	SME	<a href="#">TPO - COTTAGE HOSPITAL, BEVERLEY - 1987 (REF 432) G1 - Crown reduce 1 no. Holly tree by 10% by reducing growth back to previous pruning points to improve light to gardens and maintain the tree</a>	<b>Suggested Response</b> Beverley Town Council has no objection to this application, on the condition the work is carried out at a time that will have the least negative impact on wildlife.

20/04167/TCA	12 York Road Beverley East Riding Of Yorkshire HU17 8DP	SMW	<a href="#"><u>NTH BAR WITHOUT CONSERVATION AREA - Remove 1 no. Bay tree due to tree being too big and close proximity to the wall</u></a>	<b>Suggested Response</b> Beverley Town Council has no objection to this application, on the conditions a suitable replacement tree is planted and that the work is carried out at a time that will have the least negative impact on wildlife.
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**7. Community Involvement/Garden**

To receive information regarding a potential community project (Chair to report).

**8. Benches**

To receive an update and consider further the possibility of Beverley Town Council financially supporting the provision and maintenance of additional public benches in the town centre (Deputy Town Clerk to report).

**9. Emergency Community Plan**

To consider how best to progress with revisions to the draft Emergency Community Plan and any equipment that may need to be budgeted for within the 2021/22 Financial Year.

**10. To consider the exclusion of the public from the meeting on the grounds that confidential information in relation to business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).**

**Motion:** That the public be excluded from the meeting on the grounds that confidential information in relation to business contracts shall be disclosed (Public Bodies (Admission of Meetings) Act 1960).

**11. CCTV**

To consider additional CCTV equipment to serve Beverley (Chair to report).

**Town Clerk:** Ms. Helen Watson FSLCC  
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**Tel:** 01482 874096 **Email:** clerk@beverley.gov.uk **Website:** www.beverley.gov.uk

## DELEGATED PLANNING – DECEMBER 2020

The following delegated responses were submitted by the Deputy Town Clerk in consultation with the Chair of Planning, Property and Services

Planning Ref	Address	Ward	Application Details	Delegated Response
20/03689/PLF	27 Lairgate Beverley HU17 8ET	SMW	<a href="#"><u>Alterations to and change of use of existing shop and storage space to form 7 residential apartments including installation of new and replacement doors and windows, construction of a pitched roof over existing flat roof and installation of refurbished and repositioned external stairs</u></a>	Whilst Beverley Town Council does not object in principle to this application, it would urge East Riding of Yorkshire Council to ensure these apartments are classified as affordable and that appropriate materials are used (as highlighted by the conservation report). The Town Council would also appreciate confirmation what parking will be available for residents.
20/03251/PLF	214 Grovehill Road Beverley HU17 0ES	MS	<a href="#"><u>Erection of a single storey extension to rear</u></a>	Beverley Town Council has no objection to the kitchen extension aspect of this application, which has been amend to reduce the length. However, looking at the evidence of the application and comments submitted by neighbouring residents, the Town Council express concern regarding the aspect of the extension that fills the full width of the property boundaries, as this will have a negative impact on the quality of life experienced by direct neighbours.
20/03636/PLB	8 Newbegin Beverley HU17 8EG		<a href="#"><u>Internal and external alterations including re-roofing and new staircase</u></a>	Beverley Town Council has no objections to this application.

20/03755/VAR	Former Fullers Quality Bakers 288 Grovehill Road Beverley HU17 0JE	MS	<a href="#">Variation of Condition 6 (opening hours) of application 17/03649/PLF (Change of use from Bakery A1 to Hot Food Takeaway A5 and installation of flue and extraction system) to allow business to operate 11:00-21:30 seven day a week</a>	Beverley Town Council has no objections to this application.
20/03831/PLF	26 Thurstan Road Beverley HU17 8LP	SMW	<a href="#">Erection of single storey extension to rear following demolition of existing detached garage</a>	Beverley Town Council has no objections to this application.
0/03943/TCA	12 New Walk Beverley HU17 7AD	SMW	<a href="#">NTH BAR WITHOUT CONSERVATION AREA - Remove 1 no. Yew tree (T1) due to tree being suppressed by neighbouring tree, is of low amenity value and to allow space for the creation of a Beech hedge</a>	Beverley Town Council has no objection to this application, on the condition the work is carried out at a time that will have the least negative impact on wildlife.
20/03983/TCA	Hurn Cottage 6 Langholm Close Beverley HU17 7DH	SMW	<a href="#">NTH BAR WITHOUT CONSERVATION AREA - Crown reduce 1 no. Conifer tree by 1.5 metres and remove dead trunk</a>	Beverley Town Council has no objection to this application, on the condition the work is carried out at a time that will have the least negative impact on wildlife.
20/03823/PLB	Theatre House 92 Walkergate Beverley HU17 9BT	SMW	<a href="#">Replacement of existing french windows to rear with double-glazed units</a>	Beverley Town Council has no objections to this application.
20/03660/PLF	Laura Ashley 36 - 40 Toll Gavel Beverley HU17 9AR	SMW	<a href="#">Change of use from a retail shop (Class E) to a mixed-use restaurant (Class E) and take away (Sui Generis), installation of external extraction duct to rear following removal of existing flue, alterations to shop front and installation of faux foliage panels to front elevation</a>	Beverley Town Council has no objection to the change of use and proposed flue (providing the Conservation Officer recommendations are followed), but expresses great concern regarding the proposal for a fake grass wall across the front of the building. This will dramatically change the character of this conservation area and will be out of keeping with all other premises. The Town Council is concerned that approval would set precedence for similar proposals in the future. Therefore, Beverley Town Council strongly objects to this element of the application.

20/04048/TCA	Park Lodge York Road Beverley HU17 8DP	SMW	<u><a href="#">NTH BAR WITHOUT CONSERVATION AREA - Crown reduce 1 no. Poplar tree by 2.5 metres to allow privacy from neighbouring tennis courts; Crown reduce 1 no. Holly tree by 4 metres to allow privacy from neighbouring tennis courts; Crown reduce Laurel trees and hedges to the front left of the property by 4 metres to allow privacy from neighbouring tennis courts</a></u>	Beverley Town Council has no objection to this application, on the condition the work is carried out at a time that will have the least negative impact on wildlife.
20/03783/TCA	24 St Giles Croft Beverley HU17 8LA	SMW	<u><a href="#">WESTWOOD AREA CONSERVATION AREA - Crown reduce 1 no. Norwegian Maple tree to 3-3.6 metres in height and reduce crown width; Crown reduce 1 no. Magnolia tree to 3 metres in height and tidy crown by removing straggly branches; Crown reduce 1 no. Flowering Cherry tree to 2.4-3 metres in height; Crown reduce 1 no. Laburnum tree to 3-3.6 metres in height and reduce width of crown to prevent branches overhanging the conservatory; Crown reduce 1 no. Eucalyptus tree to 0.9 metres in height to provide additional light in the garden, and less shading of other plants</a></u>	Beverley Town Council has no objection to this application, on the condition the work is carried out at a time that will have the least negative impact on wildlife.

**DRAFT**  
**Review Jan 2021**

# **Community Emergency Plan for the Parish of Beverley**

Adopted by Beverley Town Council  
at the meeting held 19 February 2018 (Minute 022/18)

**Level Two**  
Last Updated: 5.2.2018  
Review date: 05.01.2021  
**Version 1**

## BEVERLEY TOWN COUNCIL EMERGENCY PLAN

### Introduction

This plan has been developed by Beverley Town Council to enable the community to respond to a major incident/emergency, while they are awaiting the assistance of the Emergency Services and East Riding of Yorkshire Council.

### Definition of an Emergency/Major Incident

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 be dealt with by the emergency services, local authorities and other organisations as part of their normal day-to-day activities.

Emergencies have no boundaries and could affect the whole of the Parish. Due to the unknown nature of emergencies the Emergency Services, ERYC and other agencies may be overwhelmed resulting in a delayed response to specific areas.

### Purpose of the Plan

The plan has been designed to enable the Parish Council to identify the immediate actions, they should consider during an emergency. These actions may assist the community in reducing the negative impacts an emergency can have until further assistance has been received.

### Aim of the Plan

The aim of the plan is to increase the short-term resilience of the community to an emergency, by the identification of community procedures.

### Objectives of the Plan

- Identify the risks to the community and relevant response actions and providing 'local knowledge' for the Emergency Services
- Relaying information and instructions to the local community
- Ensuring that premises are available for use in the event of an emergency i.e. Village Hall
- Identify resources in the community available to assist during an emergency and establishing a co-ordinating link between the Parish Council and voluntary groups, as necessary
- Provide key contact details for the Parish Council Emergency Team, Key Community Resources, the Emergency Services and Local Authorities

### Plan Ownership and Document Control

This Plan and the information within it are private and confidential and should only be released to Members of Beverley Town Council or those individuals involved in its implementation. Beverley Town Council owns this Plan and its contents and it is their responsibility to ensure it is accurate and up to date.

### Reviewing the Plan

This Plan will be reviewed every 4 years, following a Parish Council election. The contact details will be reviewed for accuracy on an annual basis (July) by the Parish Clerk.

Individuals, community groups or businesses with skills and resources to help in an emergency can contact the Parish Clerk to be added to this Plan ☎ 01482 874096 ✉ [clerk@beverley.gov.uk](mailto:clerk@beverley.gov.uk)

Any updates to the Plan, or lessons that have been learned from exercises, should be approved by Beverley Town Council before the Plan is changed.



## SECTION 1: PLAN ACTIVATION

### Activating the Plan

#### Activating the Plan

This plan should be activated when an incident happens that requires a co-ordinated community response.

Any member of the Parish Council / Community Emergency Team may be notified of such an incident, often by the local authority or residents. They should contact the Clerk who will then make contact with **three** members of the Emergency Management Team and gain agreement from them to activate the Community Emergency Plan. In the event that the Clerk is not available, contact should be directed to the Chairman or Vice-Chairman. The Community Emergency Team will then be brought together to lead the incident response on behalf of the parish council. The Community Emergency Team includes;

Councillor Peter Astell  
Councillor Tom Astell  
Councillor David Boynton  
Councillor Ian Gow  
Councillor Denis Healy  
Councillor Chloe Hopkins  
Councillor David Horsley  
Councillor Duncan Jack  
Councillor Linda Johnson  
Councillor Margaret Pinder  
Councillor David Tucker  
Councillor Clare Wildey  
Councillor Ann Willis

Town Clerk Helen Watson  
Deputy Town Clerk Matthew Snowden



## SECTION 2: EMERGENCY TEAM ACTION CHECKLIST

<DELETE AS NECESSARY>

IN AN EMERGENCY DIAL 999. Follow the Emergency Services advice at all times, and always be aware of your own safety and the safety of those around you.

- Gather as much information about the situation as possible - eg:
  - The location of the emergency.
  - Type of incident.
  - Number of people and/or properties involved.
  - The type of support that might be needed (eg moving items upstairs, providing immediate shelter, basic household tasks).
  - Tune into your local radio station for updates.
  - Make contact with the representatives of any responding organisations at the scene.
- Consider whether you can work effectively from your current location, or whether you need to move to an alternate location (see [Section 3](#)). Arrange for the Incident Room to be opened as appropriate.
- Notify the emergency team and request they meet at the nominated location (see [Section 1](#) and [3](#))
- If the emergency has the potential to be drawn out consider putting in place a rota for all the roles involved. It is important to make sure people don't over work themselves during an incident as this can easily happen.
- Use the standard agenda to run the meeting. Circulate the Response Aim and Objectives so people know what you are trying to achieve. (see [Section 4](#))
- Decide which local resources should be mobilised initially to support the community. You might want to give this task to one person within the emergency team to co-ordinate.
- Notify the following, as appropriate:
  - Ward Members
  - Neighbourhood Watch Group
  - Women's Institute
- If there is a representative from the Emergency Services, Council or other responder working in your community, please go and introduce yourself and tell them you have activated your community emergency plan.
- Consider asking for additional members of the community (volunteers) to help with the response, you may have pre-identified community coordinators already. You might want to give this task to one person within the emergency team to co-ordinate.

The type of support that would be welcomed changes from emergency to emergency but might include:

- Helping people move valuable and sentimental items upstairs.
- Helping deploy any flood protection products they might have.
- Providing some immediate shelter if people have had to leave their homes.
- Looking after pets.
- Providing lifts to family and friends.
- Doing basic household tasks such as shopping.

- The Council may be sending update emails to the Emergency Team members. Agree who is going to keep checking their email account and keep monitoring the Council's website.
- Tell your community that your emergency team is functioning and if appropriate maintain a presence in the area(s) affected. (see [Section 3](#))
- Help communicate any warning information messages, and recommend that people tune into the local radio station.
- Keep the public message boards and any social media sites (Facebook, Twitter, etc.) used up to date with the latest information.
- Decide whether you will offer residents a key number to contact during the emergency.
- Establish contact with neighbouring Parish/Town Councils and ask for/offer support if appropriate.
- Ensure that any members of your community engaged in the response are not putting themselves at risk. Make sure they are acting lawfully (eg not speeding), carefully and are not carrying out tasks and activities that they are not qualified to do.
- When the immediate risk of the emergency has passed consider what role the Parish Council can play in helping the community recovery. Continue the meetings of the Community Emergency Team, using the Recovery Aim and Objective. (see [Section 4](#))

**SECTION 3: PARISH RESOURCES**  
<DELETE AS NECESSARY>

**Meeting Venue(s)**

The Emergency Management Team will usually need to meet during an emergency and agree what is to be done. The following meeting locations have been identified:

Venue	How to access	Contact Details

**Emergency Box location and contents**

The Parish Council has prepared an emergency box to help the Emergency Management Team function in an emergency.

Location	Contents	How to Access	Contact Details
	<i>E.G. Emergency plan (Public) Street map Paper, pens, highlighters Wind up/battery torch and radio Mobile chargers (universal) White board and pens First Aid kit Hi-Vis Vests</i>		
	<i>As above</i>		


**Emergency Equipment/Resources**

The Parish Council has purchased equipment that may be of use during the response to an emergency.

Location	Summary of Contents	How to access	Contact Details
<p><b>SALT BINS</b></p> <p><b><u>Parish Council Owned Salt Bins (Green)</u></b></p> <p><b><u>East Riding of Yorkshire Council Owned Salt Bins (Yellow)</u></b></p>			

## Community Emergency Shelter(s)

Sometimes people will need to evacuate their homes in an emergency. The following facilities have been identified where people can shelter for a few hours until they can return home or make alternative arrangements.

Location	Capacity	How to Access	Contact Details
<b>Facilities:</b> <u>Cooking Facilities:</u> Y <u>Car Parking Arrangements:</u> Y <u>Internet Access:</u> Y			
<b>Facilities:</b> <u>Access:</u> <u>Cooking Facilities:</u> <u>Electricity:</u> <u>Heat:</u> <u>Toilets:</u> <u>Car Parking Arrangements:</u> <u>Internet Access:</u>			
<b>Additional Emergency Shelters;</b> In the event of a major incident, the following additional emergency shelters have been identified.			
<b>Facilities:</b> <u>Cooking Facilities:</u> <u>Car Parking Arrangements:</u> <u>Internet Access:</u>			

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**Facilities:**

Cooking Facilities: Y

Car Parking Arrangements:

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Internet Access:

**Emergency transport pick-up point(s)**

If the local authority arranges transport to move people to larger emergency shelters, the following locations have been identified as particularly pick up points:

Location	Address, 6 figure grid reference or location description that can be provided to the Local Authority



### Hard Standing / Car Parks etc

The following locations have been identified for the emergency services and other should they need to arrange for plant, vehicles or other resources to be delivered.

Location	Address, 6 figure grid reference or location description that can be provided to the Local Authority

### Public Information

The Parish Council will provide regular updates to the public during an emergency, including passing on messages received by other organisations. The following information channels can be used.

Information Source	Who can access / update?	Contact Details
Parish Council Website: Beverley.gov.uk		
Community Social Media Facebook Page		
Parish Council Noticeboards: 1		

**Defibrillator location(s)**

The community's defibrillators can be found at these locations. Access to the defibrillator is usually given by the 999-operator following a 999 call, rather than being mobilised by the Community Emergency Team.

Location

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## **SNOW CLEARANCE**

### **1) SCOPE OF ARRANGEMENTS**

The snow clearance activities set out in this plan are those to be carried out under the current insurance conditions. They will be carried out on a best endeavours' basis, subject to resources being available.

### **2) COMMUNITY PREPAREDNESS**

The Parish Council will act on information to ensure an adequate supply of salt in Parish salt bins in readiness for adverse weather subject to its availability from ERYC.

The Parish Council will purchase some suitable snow clearance equipment.

### **3) ROADS TREATED BY EAST RIDING OF YORKSHIRE COUNCIL**

The following roads are on the East Riding of Yorkshire Council Precautionary Network:

- A1035 – Beverley to Bridlington Road
- Main Street, Tickton
- Meaux Road, Routh

The following roads are on the East Riding of Yorkshire Council Secondary Network

- Weel Road from junction at Main Street, Tickton to Recycling Facility

### **4) RESOURCES FOR SNOW CLEARANCE**

The Parish Council has identified resources for use during snow clearance activities (see [Sector](#)

#### **1) ROLE OF PARISH COUNCIL**

The Parish Council has acted to provide additional salt bins and to purchase equipment for general use by individuals on the footpaths of the Parish.

The Parish Council will also publish all advice from East Riding of Yorkshire Council that may be useful to residents as it becomes available on its website [www.beverley.gov.uk](http://www.beverley.gov.uk).

#### **2) GENERAL ADVICE ON SNOW CLEARING**

- The aim of the snow clearing is to make the situation better and safer when finished than it was before you started.

- It's easier to move fresh, loose snow rather than hard snow that has packed together from people walking on it. So, if possible, start removing the snow in the morning.
- When you're shovelling snow, make a path down the middle of the area to be cleared first, so you have a clear surface to walk on. Then shovel the snow from the centre of the path to the sides. Take care where you put it so it doesn't block paths or drains.
- Do not pile up snow where it will block or obstruct the footpath, access to property or road in any way. It may be necessary to remove any resulting accumulations of snow.
- Spread salt on the area you have cleared of snow to prevent the residual film icing over.
- Salt is very effective and requires only a small amount spread over a wide area to stop ice forming, all types of salt are effective for example dishwasher or even table salt works well when treating household paths and drives.
- If you have a pedestrian salt spreader, the following rates could be used:

Freezing conditions	10-20 g/m <sup>2</sup>
Freezing conditions expected after rain	15-25 g/m <sup>2</sup>
Freezing conditions and / or light snow expected	15-25 g/m <sup>2</sup>
Continuous snow expected	20g/m <sup>2</sup>
Ice Formed	10-25 g/m <sup>2</sup>
Hard packed / snow ice	20-40 g/m <sup>2</sup>
Snow cover exceeds 30mm	20-40 g/m <sup>2</sup>

- Salt doesn't work instantly; it needs sufficient time to dissolve into the moisture on the ground. You can use rock salt, ordinary table or dishwasher salt - a tablespoon for each square meter you clear should work. If you don't have enough salt, you can also use a grit and salt mix. This is particularly helpful on snow that is starting to compress, as it helps to provide better grip under foot. Sand or ash can also be used for this.
- Avoid using hot water as it may freeze and make the situation more hazardous.

#### **Residents undertaking snow clearance should ensure that they**

- have ready access to suitable equipment e.g. shovel, rock salt, sack-barrow / wheel barrow, mobile phone
- have adequate protective clothing to ensure that they remain warm and safe; this might include hats, gloves with a good grip, safety boots and high visibility padded jackets. There are shoe grips on the market that provide extra purchase during icy condition. It is better to wear several layers of clothing to maintain body heat, rather

than one thick layer. Wear a hat - up to half of your body heat is lost through your head.

- take appropriate breaks in a warm place, using the opportunity to have a hot drink and dry their clothing.
- remain fit and well and are not suffering from the effects of the weather.
- Remove all hand tools / resources from footpaths at the end of the exercise and return all equipment borrowed from the Parish Council to the pre-arranged place.

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## SECTION 4: STANDARD MEETING AGENDA AND AIM AND OBJECTIVES

### Emergency Management Team

#### Initial Meeting Agenda

- 1) Introduction of Attendees
- 2) Nominate Chair of Emergency Management Team
- 3) Situation Report
- 4) Agree Aim and Objectives of Response
- 5) Actions Required to Meet Aim and Objectives
- 6) Time of Next Meeting

### Emergency Management Team

#### Subsequent Meeting Agenda

- 1) Any Items Requiring Urgent Attention
- BREAK OUT TIME TO ACTION URGENT ITEMS AS AGREED ABOVE
- 2) Update on Situation
  - 3) Review Aim and Objectives
  - 4) Review Outstanding Actions
  - 5) Actions Required to Meet Aim and Objectives
  - 6) Time of Next Meeting

## **Aim and Objectives of the Community's Emergency Response**

### **Aim**

To lessen the effects of the emergency

### **Objectives**

- To work effectively with multi agency responders
- To use community resources to limit the impact of the emergency on
  - People
  - Property
  - Local Businesses
  - Environment
  - Heritage
- To help vulnerable members of the community
- To engage the resources available from our delivery partners, town and parish councils, the community and voluntary sector and businesses
- To provide residents with warnings and messages throughout the emergency
- To communicate effectively with all Town Councillors and Ward Councillors during the emergency
- To ensure health and safety of Parish Council personnel and community responders
- To keep records of the actions taken and decision made during the emergency
- To support residents and businesses to recovery from the emergency

## **Aim and Objectives of the Community's Recovery Response**

### **Aim**

To help people help themselves to recover from an emergency

### **Objectives**

- People:
  - are protected from immediate risks to health and safety and have access to appropriate shelter, basic resources and essential services.
  - feel that their home and property are safe and secure during recovery
  - have access to the information they need to make their own decisions about how they react to the situation
  - know how to access the services that are available to them.
- Essential services, infrastructure and transport networks are brought back into use as soon as practicable.
- Communities are fully involved in the recovery process and are able to take decisions on issues that affect them.
- Businesses have access to their premises and know how to access support available to them.
- Community resources and organisations are providing practical support as appropriate.
- Recovery is well co-ordinated between all responding organisations.



**SECTION 4: CONTACT DIRECTORY**  
(to be reviewed annually)

**Ward Councillors**

Name	Address	Telephone	E-mail

**Neighbouring Town and Parish Councils**

Name	Address	Telephone	E-mail

**Community Resource**

Name	Address	Telephone	E-mail
<b>Parish Council Handyman</b> – Support as needed			
<b>E.G&gt; Women’s Institute</b> - Refreshments and other support as needed			
<b>Volunteers</b> - Basic life support, resuscitation with defibrillator, basic first aid, access to car transport			
<b>Volunteers</b> – Emergency support contact for the village of Weel			

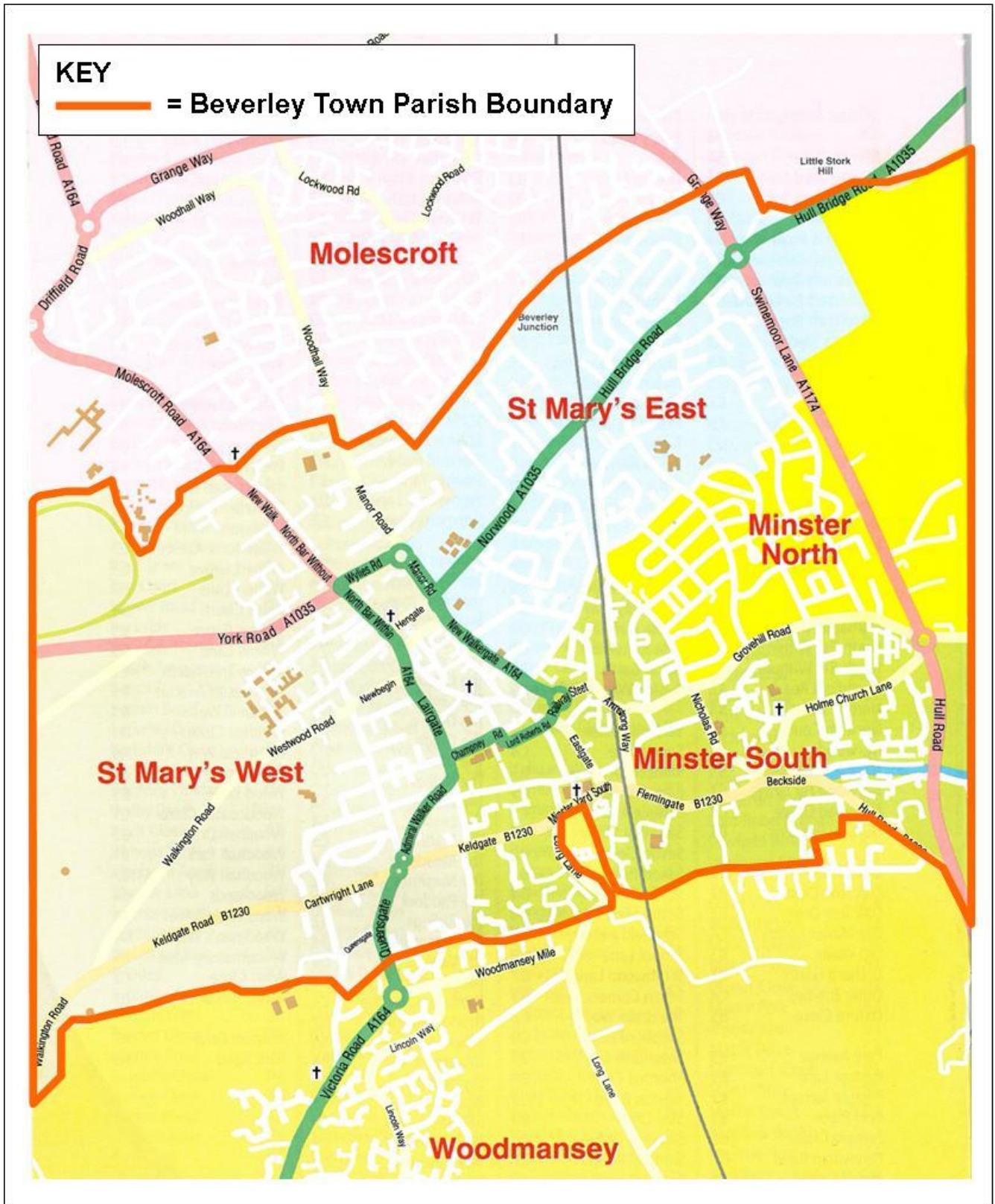
**Organisation contact details**

Fire Service, Police, Ambulance and Coastguard	999
Anglian Water	03457 145 145
East Riding of Yorkshire Council	01482 393939
Electricity Emergency Service and Supply Failure	105
Environment Agency Floodline	03459 88 11 88
Fire Service – non emergency	01482 565333
Gas Emergency Service and Gas Escapes	0800 111 999
Hull City Council	01482 300300
NHS – non emergency	111
North East Lincolnshire Council	01472 313131
North Lincolnshire Council	01724 297000
Police – non emergency	101
Severn Trent Water	0800 783 4444
Yorkshire Water	08451 24 24 24

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Last reviewed October 2019

# MAP OF PARISH



## PLAN PUBLICATION AND INFORMATION

### Plan Publication

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

- [<heps@eastriding.gov.uk>](mailto:heps@eastriding.gov.uk)
- **Beverley Town Council Councillors**

The original electronic version of this plan is kept at:

- **Beverley Town Council C/o Three Gables, 260 Hull Bridge Road, Tickton HU17 9RT**

Backup electronic versions of this plan are kept at:

- **As above.**

A web version of the plan **with the confidential information removed** has been posted on [www.beverley.gov.uk](http://www.beverley.gov.uk) for public information.

### Plan Maintenance

The plan should be reviewed every year at July Parish Council Meetings. During the review every section of the plan should be checked for accuracy (telephone numbers, resource lists etc). The Parish Clerk will have responsibility for reviewing the emergency plan and should report back the Parish 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 the Parish Council before the plan is changed.

The Parish Clerk is responsible for providing an updated version of the plan to all those listed in Section 1.

### **Plan Exercise and Review – To ask TandRPC if would like including**

This plan should be exercised <insert agreed frequency>. <Insert name> will have responsibility for arranging the exercise. An exercise guide and some potential scenarios are available at [www.Letsgetready.org.uk](http://www.Letsgetready.org.uk), or by calling 01482 393051.

<Insert name> 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.

### **Consider including Flood Plan To ask TandRPC if would like including**

#### **Data Protection**

This plan will contain personal information once complete. Parish Councils should follow their data protection procedures when completing, maintaining and storing this plan.

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## Beverley Parish Council Emergency Information

Defibrillator locations:

Your community emergency shelter is:

In the event of a major incident your additional emergency shelters include:

Your evacuation (transport pick up) point:

### Organisation contact details

Fire Service, Police, Ambulance and Coastguard	999
Anglian Water	03457 145 145
East Riding of Yorkshire Council	01482 393939
Electricity Emergency Service and Supply Failure	105
Environment Agency Floodline	03459 88 11 88
Fire Service – non emergency	01482 565333
Gas Emergency Service and Gas Escapes	0800 111 999
Hull City Council	01482 300300
NHS – non emergency	111
North East Lincolnshire Council	01472 313131
North Lincolnshire Council	01724 297000
Police – non emergency	101
Severn Trent Water	0800 783 4444
Yorkshire Water	08451 24 24 24

**If you are advised to evacuate your home by the emergency services:**

- Turn off electricity, gas and water supplies and unplug appliances.
- Take your mobile phone and charger.
- Take some spare clothes.
- Take prescribed medication with them.
- Take cash and credit cards.
- Lock all doors and windows.
- If possible, take your pets with you. Otherwise, make sure they are somewhere safe with food and water.

If you leave by car, take bottled water, a duvet or blankets and tune into the local radio for emergency advice and instructions - **Radio Humberside – 95.9 FM**

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