

TOLLER PORCORUM

Community Emergency Response Plan

Plan last updated: 07.03.2025

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Your priority is to keep safe

Call 999 if you are in immediate danger



Emergency Response Coordinators

Neil Farmer
Parish Council Chair

01300 321 011

07764 376 553

Peter Crabbe
Parish Council Vice Chair and Flood Warden

01300 321 573

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Clare Smith
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Contents

Role of Coordinators	page 3
Emergency meeting points	page 3
Distribution list	page 3
Local Risk Register	page 4
Activation of Community Emergency Response Plan	page 6
Emergency Action Checklist and recording events	page 7
Call an Emergency Meeting	page 7
Appendices:	
Emergency Action Checklist	page 8
Emergency Log Sheet	page 9
First Emergency Meeting Agenda	page 11
Key Services Contact Information	page 13
Local Skills and Resources Information	page 14
Flooding – practical tips for individuals	page 15
Extreme Cold Weather - practical tips for individuals	page 16
Extreme Hot Weather – practical tips for individuals	page 17
Emergency Grab Bag	page 18

TOLLER PORCORUM PARISH COUNCIL

Role of Emergency Response Coordinators

1. Develop and maintain the village Community Emergency Response Plan
2. Ensure that the plan is regularly reviewed and updated
3. Highlight any changes to the plan and Emergency Response Coordinators to the community
4. Act as the main contact point for the community and the emergency services, to ensure that two-way communication is maintained
5. Ensure that the appropriate authorities and individuals are notified
6. Speak on behalf of the community as required
7. Provide a contact point for villagers in an emergency
8. Provide Emergency Meeting Points in the village for use by the community
9. Call a village meeting in an emergency (if practical)

Emergency Meeting Points (EMPs)

- The primary EMP is **Toller Porcorum Village Hall**
- The secondary EMP is **St Andrew's and St Peter's Church**, Toller Porcorum

Distribution List

Copies of this plan are held by/at:

- Parish Council website: www.tollerporcorumparish.org
- Clerk to Parish Council at clerk@tollerporcorumparish.org
- Toller Porcorum Village Hall
- Village notice board (Emergency Response Coordinator contact details only)
- All Toller Porcorum Parish Councillors:
 - Neil Farmer (Emergency Response Coordinator)
 - Peter Crabbe (Emergency Response Coordinator and Flood Warden)
 - Debbie Billen
 - Jane Curry
 - Steve Hodson
 - Helen Jones
 - Chris Wardle

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Local risk register

Risk registers rate all risks from industrial action by rail workers to earthquakes. Each risk is assessed out of 5; 1 being low, 5 being high, for impact on a community and for the relative likelihood of an event happening.

The risk matrix shows those risks that are most likely to affect Toller Porcorum. The same information is repeated in list format below with impact/likelihood scores and any actions that can be taken to mitigate the risks.

Risk Matrix for Toller Porcorum

		Overall risk rating: ■ = LOW ■ = MEDIUM ■ = HIGH				
IMPACT	5	<ul style="list-style-type: none"> • Loss of water • Loss of mobile phone signal 	<ul style="list-style-type: none"> • Post Office raid 	<ul style="list-style-type: none"> • Extreme hot or cold weather • Loss of power 		<ul style="list-style-type: none"> • Flooding
	4				<ul style="list-style-type: none"> • Pandemic 	
	3	<ul style="list-style-type: none"> • Loss of landlines • Major fire 				
	2			<ul style="list-style-type: none"> • Loss of internet • Escaped livestock 		
	1	<ul style="list-style-type: none"> • Loss of road access 				
		1	2	3	4	5
	LIKELIHOOD					

Risk List for Toller Porcorum

Flooding

Score: 5/5

Mitigation: sandbags available at the Village Hall and Post Office.

The Flood Warden publishes flood alerts on Toller Porcorum Community Facebook page. All residents can sign up to receive flood alerts by visiting www.gov.uk and searching 'sign up for flood warnings'.

Review Flooding – practical steps for individuals on page 15 to prepare for flooding.

TOLLER PORCORUM PARISH COUNCIL

Loss of power

Score: 5/3

Mitigation: report to supplier and wait for updates.

Loss of water

Score: 5/1

Mitigation: report to supplier and wait for updates. Fill receptacles with water and use sparingly until supply returns.

Loss of landline

Score: 3/1

Mitigation: report to supplier if possible and wait for updates.

Loss of internet

Score: 2/3

Mitigation: report to supplier if possible and wait for updates.

Loss of mobile phone signal

Score: 5/1

Mitigation: report to supplier if possible and wait for updates.

Extreme hot or cold weather

Score: 5/3

Mitigation: take sensible precautions to keep cool or warm and remain indoors when possible. Check on welfare of neighbours particularly if they are elderly or live alone. Review the practical tips for individuals for Extreme Cold Weather on page 16 and Extreme Hot Weather on page 17.

Major fire

Score: 3/1

Mitigation: call the Emergency Services immediately and do not put yourself in danger.

Loss of road access

Score: 1/1

Mitigation: do not attempt to drive or walk through floodwaters. Review Flooding – practical steps for individuals on page 15 to prepare for flooding.

In the event of cold weather use grit from grit bins located around the parish – for a full list of locations see Local Skills and Resources Information on page 14.

Escaped livestock

Score: 2/3

Mitigation: call the Emergency Services.

Post Office raid

Score: 5/2

Mitigation: call the Emergency Services immediately and do not put yourself in danger. Shelter in place until advised otherwise.

Pandemic

Score: 4/4

Mitigation: follow government guidance. Check on neighbours, using safety precautions, particularly if they are elderly or live alone.

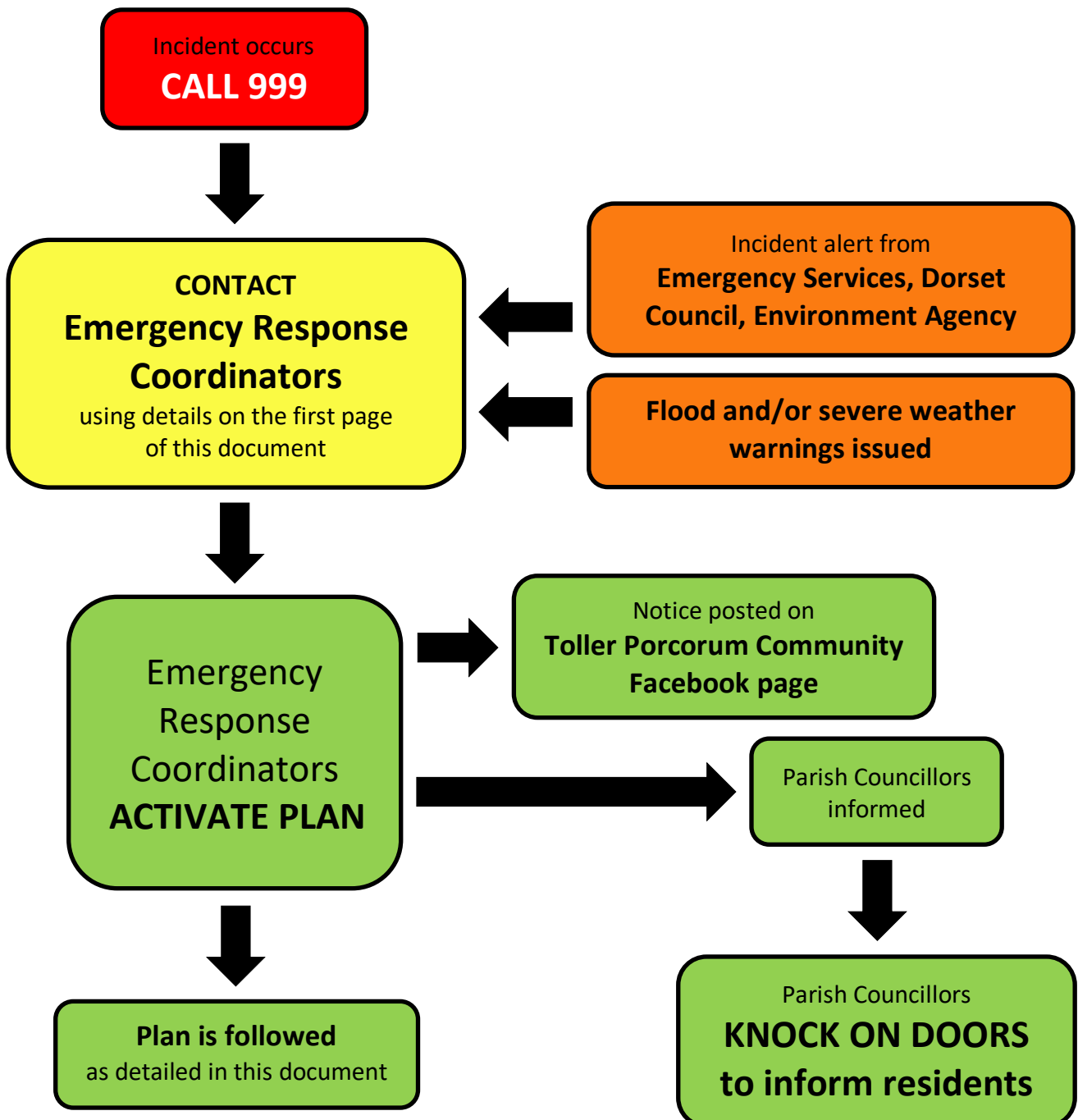
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Activation of Community Emergency Response Plan

Anyone who witnesses a major incident should **call 999** and then **contact the Emergency Response Coordinators** using the details on the first page of this document.

The Emergency Response Coordinators decide whether to **activate the plan**. If the plan is activated they will contact the relevant authorities, Parish Councillors and volunteers. Parish Councillors have each been assigned parts of the village and will knock on doors to inform residents the plan has been activated. A post will also be made to the **Toller Porcorum Community Facebook page**.

The plan can also be activated by the Emergency Response Coordinators on information received from the Emergency Services, Dorset Council, the Environment Agency and flood and/or severe weather warnings.



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Emergency Action Checklist and recording events

When the plan is activated, it is important to act quickly and record everything that happens. Below are the actions to be taken by anyone in the community although these can be handed over to an Emergency Response Coordinator at any time.

To ensure actions are not missed use the Emergency Action Checklist found on page 8 of this document and record all information, events and actions taken.

- Dial 999, explain the situation and follow advice given
- Contact Emergency Response Coordinators using the details on the first page of this document
- Contact Dorset Council on 01305 224 659
- Use the Emergency Log Sheet, found on page 9, to record:
 - Information gathered
 - Actions taken/to be taken and by whom
- Alert others in the community:
 - Those under threat
 - Volunteers and keyholders for Emergency Meeting Points (EMPs)

Call an emergency meeting if required.

Call an Emergency Meeting

If appropriate call the first emergency meeting at the Village Hall, the Church or another safe location. The Emergency First Meeting Agenda on page 11 will help to operate this meeting. Used with the Emergency Log Sheet you can ensure that everything is recorded, and appropriate action taken.

1. What is the current situation?
 - a. Is the emergency near housing? A vulnerable area? A main access route?
 - b. What type of emergency is underway? Is there a threat to life? Has electricity, gas or water been affected? Have landlines, mobile phones and the internet been affected?
 - c. Are vulnerable people involved? Such as the elderly, people who live alone or families with children?
 - d. What resources are required? Food, water, equipment, vehicles, blankets, shelter – do Emergency Meeting Points need to be used?
2. Have the Emergency Services been contacted?
3. What support can be given to the Emergency Services?
4. What actions can be safely taken?
5. Who is taking the lead for the agreed actions? (record on Emergency Log Sheet)
6. Any other issues?

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Emergency Action Checklist		
Date:	Time:	
Name:		
	ACTION	TICK
1	Dial 999	
2	Contact Emergency Response Coordinators	
3	Contact Dorset Council 01305 224 659	
4	Emergency log sheet started	
5	Alert those under threat	
6	Alert volunteers	
7	Alert keyholders of EMPs	
8	Call an emergency meeting	

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Emergency Log Sheet		
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who

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Emergency Log Sheet continued		
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who
Date:	Time:	
Information/action/decision		Who

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First Emergency Meeting Agenda					
Date:	Time:	Location:			
Present:					
Location of emergency					
Type of emergency					
Have Emergency Services been contacted?					
Is there a threat to life?					
Have power, phones, internet been affected?					
Any vulnerable people involved? (eg: elderly/families with young children)					
What resources are needed? Tick all that apply					
Food	Water	Blankets	Shelter	Equipment	Vehicles
Details:					
Have Emergency Services been contacted?					
What support can be given to Emergency Services?					

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Add actions from Emergency Log Sheet and/or issues arising	
Action	Who
Action	Who
Action	Who
Action	Who
Action	Who
Action	Who
Action	Who
Action	Who

TOLLER PORCORUM PARISH COUNCIL

Key Services Contact Information

Service	Contact details
Emergency Services – Police, Fire, Ambulance and coastguard	999
Police (non-urgent)	101
Health services	
Maiden Newton Surgery	01308 861 800
Ammonite Bridport	01308 421 896
Dorset County Hospital	01305 251 150
NHS (non-urgent advice)	111
Dentist (non-urgent advice)	111
Defibrillator	Village Hall
Electricity supply	
SSE	0800 072 7282
Western Power	0800 6783 105
Water supply	
Wessex Water	0345 600 4600
Dorset Council	01305 221 000
Environment Agency for flooding	0345 988 1188
National Highways for issues with roads	0300 123 5000
Magna Housing	0800 358 6025 contactus@magna.org.uk
Aster Housing	0333 400 8222
Local schools	
Greenford CofE Primary School	01300 320 644
Beaminster Secondary School and Sixth Form	01308 862 633
Thomas Hardy Secondary School	01305 266 064
Veterinary Services	
Southfield Veterinary Centre, Medivet Dorchester	01305 262 913
Girling and Bowditch, Medivet Beaminster	01308 862 312
Haydon Vets, Bridport	01308 456 808
Maiden Newton Service Station (Spar) for food, petrol, diesel and bottled gas	01308 320 289
Emergency Local Assistance Fund for exceptional circumstances support	0330 1234 225

TOLLER PORCORUM PARISH COUNCIL

Local Skills and Resources Information

Skill/resource	Name	Contact details
Emergency Response Coordinator	Neil Farmer	01300 321 011 07764 376 553
	Peter Crabbe	01300 321 573 07484 103 055
Parish Council Clerk	Clare Smith	clerk@tollerporcorumparish.org
Defibrillator		Village Hall
Emergency Meeting Points and shelter	Village Hall St Andrew's & St Peter's Church	
Toller Porcorum Community Post Office		01300 321 456
Locksmith	Keytech Locksmiths	0808 281 4913

Grit bin locations:

High Street	opposite Billen Farm opposite Bracken House top of Mogpits by railway bridge
Post Office	to side of building
Village Hall	in front of building to side of building
School Lane	
Hereward Close	
Lower Road	junction with Kingcombe Road near summit towards A356
Toller Lane	by Wessex Treatment Works
Higher Kingcombe	junction of Kingcombe Road and Kingcombe Lane

Sandbag locations:

Post Office	to side of building
Village Hall	in front of building to side of building

TOLLER PORCORUM PARISH COUNCIL

Flooding – practical steps for individuals

Flooding is a significant and growing risk in the UK, even during the summer months. While traditionally associated with winter storms, summer flooding presents unique challenges due to climatic, geographic, and human factors. Understanding these factors can help us better prepare for and mitigate the impacts of summer floods.

Flooding is by far the most likely emergency the village faces. Recent weather events have flooded the High Street, and water has entered some properties. This emergency plan is a template for any emergency but as flooding is a specific issue detailed actions are listed below:

Practical steps for individuals:

- Ensure gutters and drains are clear from debris during dry weather
- Tidy away litter and garden debris to prevent blockages in watercourses
- Install water butts on downpipes to collect and store rainwater, reducing runoff and pressure on drainage systems. Water butts also help during dry periods by providing stored water for gardens.
- Register for flood warnings with the environment agency
- Follow weather warnings on BBC
- Consider a grab bag – see page 18

In the event of flooding sandbags can be collected from the Village Hall and Post Office.

TOLLER PORCORUM PARISH COUNCIL

Extreme Cold Weather – practical steps for individuals

Not only does snow and ice make driving conditions hazardous but low temperatures can also affect people in the community.

Practical steps for individuals:

- Drink warm drinks
- Look out for others: keep an eye on isolated, older people, ill or very young people and make sure they are able to keep warm
- Check on older people or sick neighbours, family or friends every day during cold weather
- Keep your environment warm: keeping your living space warm is especially important for infants, older people or those with long-term health conditions or anyone who cannot look after themselves
- If you have to go out in the cold, wear multiple layers, a hat and gloves
- Follow weather warnings issued by the Met Office on the BBC and other national channels

If snow or icy conditions are forecast, only travel if absolutely necessary. If you do need to travel, make sure you and your car are fully prepared for the trip by:

- Taking a blanket to keep warm if you get stuck or your vehicle breaks down
- Having a warm drink kept warm in an insulated bottle
- Consider using a location app on your phone such as What3Words

Be prepared for flooding in the event of a sudden thaw.

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Extreme Hot Weather – practical steps for individuals

Spells of extreme hot weather is becoming more usual in the UK. Hot weather can be great but care should be taken if the heat continues for too long.

Practical steps for individuals from the UK Health Security Agency:

- Keep out of the sun between 11am and 3pm
- Avoid extreme physical exertion. If you can't avoid strenuous outdoor activity, such as sport, DIY or gardening, keep it for cooler parts of the day – for example, in the early morning or evening.
- Drink plenty of fluids and avoid excess alcohol
- When travelling ensure you take water with you
- Look out for others: keep an eye on isolated, older people, ill or very young people and make sure they are able to keep cool
- Check on older people or sick neighbours, family or friends every day during hot weather
- Ensure that babies, children or older people are not left alone in stationary cars
- Keep your environment cool: keeping your living space cool is especially important for infants, older people or those with long-term health conditions or anyone who cannot look after themselves
- Turn off non-essential lights and electrical equipment – they generate heat
- If you feel dizzy, weak, anxious or have intense thirst and headache, move to a cool place as soon as possible. Drink some water or diluted fruit juice to rehydrate, avoid alcohol and caffeinated drinks like tea or coffee
- If you have to go out in the heat, wear UV sunglasses, preferably wraparound, to reduce UV exposure to the eyes, walk in the shade, apply sunscreen of at least SPF15 with UVA protection and wear a hat. Wear light, loose-fitting cotton clothes. This should minimise the risk of sunburn
- Follow weather warnings issued by the Met Office on the BBC and other national channels

Do not burn garden waste or have an outside open fire without a spark screen. In periods of hot weather sparks can easily start a fire.

TOLLER PORCORUM PARISH COUNCIL

Emergency grab bag

A grab bag is an easily carried bag packed with items that are important to the welfare and safety of you and your family. The grab bag should be stored somewhere that is easily accessible in an emergency and should include items that will keep you safe for up to 48 hours including:

- Warm clothing
- Basic toiletries, medication
- A notepad and pen
- Household documentation, insurance, personal identification
- Snacks, baby food, nappies, clothes, bottled water
- Pet food, collar and lead
- Cash (in a power outage bank cards and credit cards will not work, cash may be the only way that you will be able to purchase essential items)