



Bolney Parish Council

Emergency Plan 2025-2026

Objectives

This plan establishes a community emergency co-ordinators team to coordinate the community response and liaise with the emergency Services/ local authorities and other agencies as appropriate in responding to a major incident in Bolney Parish.

It will identify key contacts and resources that are available within the community to minimise the severity of the emergency.

In the event of a major incident in or near the parish, the Emergency Co-ordinators will activate the plan after contacting the appropriate authorities.

Contacts for the Parish Council and Volunteers

Emergency Co-ordinator: Jeremy Batchelor: 07500 537443

Volunteer Co-ordinator: Mark Darby: 01444 882516 or 07594 674356

Parish Clerk: Debbie Thomas: 01444 230711

Emergency Telephone Numbers

Service/ Name	Telephone Number	Additional Information
Sussex Police	101	Non-emergency
West Sussex County Council	033 022 22400 01243 642105	Resilience & Emergencies Team Emergencies 24hrs a day
Mid Sussex District Council	01444 458166 0845 602 1035	Main Switchboard Out of hours emergency
Bolney Parish Council	01444 230711	
South East Water	0333 000 0002	8am-7pm Mon-Fri, 8am-1pm Sat
South East Water	0333 000 0365	Out of Hours emergency
Southern Water	0330 303 0368	Water or wastewater emergency
Electricity. UK Power Networks	0800 316 3105	24 hours emergency contact
Cuckfield Medical Practice	01444 458738	
Cowfold Surgery	01403 864204	
Oathall Veterinary Group	01444 440224	Open 24 hours

Emergency Action Check List

Action	
1	Dial 999 and ensure the emergency services are aware of the emergency and follow any advice given.
2	Ensure you are in no immediate danger.
3	If possible start keeping a log to record: • Any decisions you have made and why • Actions taken • Who you spoke to and what you said (including contact numbers) • Any information received
4	Contact other members of the Emergency Community Team and if necessary they will contact: • Other members of the Parish Council • Volunteers and key holders as appropriate • Those specifically at risk (with the help of volunteers who can carry out door knocking)

Local Risk Assessment

Risks	Impact on Community	What can Emergency Group do to prepare?
Severe Weather	Danger to life from windswept objects and structural failures. Damage to property. Damage to infrastructure and communications networks. Travel Disruption. Power and water failures. Vulnerable people exposed to health threatening temperatures. School and public building closures Hazardous road conditions and restricted access.	Listen to weather forecasts and heed any warnings of extreme weather. Establish gritting routes. Compile list of volunteers to help with clearance of snow, fallen trees. Identify vulnerable groups within the community.
Transport Accidents	Disruption to normal travel capabilities. Death or injury to people. Environmental impacts if goods are spilled into the local environment. Possible damage to buildings and infrastructure.	Identify rest centres in Parish. Source supply of water and food.
Loss of Critical Infrastructure	People exposed to poor sanitation and lack of drinking water. Homes without heating and limited ability to heat food and water. No ability to get fuel from filling stations. Limited telecommunications.	Identification of vulnerable people who will need special treatment in the event of a utilities outage. Encourage households to keep an emergency kit including such items as a wind up torch, radio, tinned food and drinking water.

List of Volunteers

SERVICE and/or EQUIPMENT OFFERED	NAME	CONTACT DETAILS
Bolney Volunteers Trailer including equipment below: Snow shovels x 4 Cones x 3 Hi viz vests x 3 Small fire extinguisher Orange flashing beacon (plugs into car) Road signs Hard hats/masks x 2	Martin Wood Mark Darby	07831757273 01444 881977 01444 882516 07594674356
4 x 4 vehicle with tow bar Small trailer Towing strap Rotating amber beacon Small generator Parish Council equipment: 2 x snow shovels, drawstring bag, hi viz vests, cold weather hats and gloves. 4 x emergency foil blankets	Martin Wood Hazelgrove The Street Bolney	07831 757273 01444 881977
Doctor	Sarah Staples	redacted
General Helper	James Staples	redacted
Tree Warden and General Helper	Martin Burgess	redacted
Generator	Hugh Threlfall	redacted
Former inspector in Met Police - lots of experience in emergency situations Location: Providence Chapel, Cowfold Road	Danny Negus	redacted
Available as an extra pair of hands Location: Providence Chapel, Cowfold Road	Dawn Negus	redacted
Tractor and Plough	Chis Hewens	redacted

Places of Refuge, including key holder contact details:

During an emergency, it might be necessary for some members of the community to be evacuated from their homes to a safe place.

The Rawson Hall, The Street, Bolney, RH17 5PF

Petru Balan, hall manager

01444 300158, redacted

St Mary Magdalene Church

Churchwarden: Susan Ayres
Martin Wood

01444 881567
01444 881977, 07831 757273

Bolney Village Chapel, Top Street, Bolney RH17 5PP

Simon Allaby
Fenners, Top Street, Bolney RH17 5PP

07837 637113

Bolney CEP School, Church Lane, Bolney RH17 5QP

Headteacher – Emma Lofthouse

01444 881352 (out of hours: redacted)