



Chidham & Hambrook  
Parish Council

## **PARISH EMERGENCY PLAN**

**Adopted 3 December 2020**

<b>Date of revision</b>	<b>Comments</b>
5 May 2022	Stephen Johnson appointed as Emergency Co-ordinator
6 April 2023	Addition of more services and review of personnel

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## Section 1 - EMERGENCY ARRANGEMENTS

### Major Emergency

The definition of a 'Major Incident' or 'Major Emergency' as supplied by CDC (CDC) is, "an incident endangering or likely to endanger life and property that to deal with would be beyond the scope and facilities of normal day to day operational capabilities of those services responding". Such incidents can occur anywhere at any time and often without warning.

### Response

In normal circumstances the response to a major emergency would come from the inter-agency arrangements formalised between the Emergency Services and CDC. Sussex Police would probably take the initial lead in co-ordinating the operation.

In these circumstances the role of the Parish Council at a major emergency affecting the Parish would be to assist the Emergency Services and CDC when requested by providing local knowledge and resources including organising local volunteers. Operations would come under the direction of the Police or District Council. It is therefore important that this Parish Emergency Plan, a copy of which will be lodged with CDC, fits with the inter-agency arrangements.

### Self Help Response

There may be unusual circumstances, for example, widespread travel disruption from severe weather, major power failure or serious communication breakdown when an immediate response from the Emergency Services or District Council cannot be provided. This Parish is located south-west of the City of Chichester, but in the event of widespread problems might expect a delayed response whilst incidents elsewhere requiring higher County or District priority are undertaken. ***In these circumstances our own community will need to undertake self-help activities and the Parish Council together with local volunteers will take whatever initial steps are possible to respond to the emergency.***

### Purpose

The Parish of Chidham and Hambrook is situated about five miles west of Chichester and is bordered on the south by water, the other three sides by agricultural land. The Parish is bordered in the north by a major rail line and a motorway (A/M27) and bisected by a main road (A259). These run from east to west.

### Health & Safety

When making a self-help response, matters such as individual safety and Health & Safety requirements need to be considered. The requirements for risk assessments must be addressed and reference should be made to the guidance issued by CDC, which is reproduced in Section 10 of this Plan.

### Data Protection

This Parish Emergency Plan contains personal data and is therefore subject to Data Protection Legislation. It is not necessary to notify the Information Commissioner as the data is being processed on behalf of CDC's emergency plan. The personal details noted within this Plan have been obtained from publicly available local publications where the individuals concerned have allowed their details to be used in the contexts shown. Personal details of other persons, such as local volunteers will be collated into a separate appendix as and when permissions are obtained in line with the data protection rules.

### Local Procedure

Notification of a major emergency, requests for assistance and all relevant information should be directed to the **Emergency Co-ordinator** or in his absence the **Deputy Co-ordinator**. The under mentioned four persons hold copies of the Emergency Plan.

<b>Emergency Co-ordinator</b>	Cllr Stephen Johnson 01243 572059 or 07484747013 Wife: Alyzn Johnson
<b>Deputy Co-ordinator</b>	Roger Gowlett Firs Platt Broad Road Hambrook PO18 8RF 01243 573868
<b>Chairman of Parish Council</b>	Cllr Jane Towers 01243 572839
<b>Parish Clerk</b>	Bambi Jones Tel: 07986 395253

For details of all Parish Councillors see Section 8.

## **Section 2 - EMERGENCY CO-ORDINATOR OR DEPUTY**

### **Function**

The function of the Emergency Co-ordinator or the Deputy Co-ordinator is to action requests from the Emergency Services or District Council. They will become the link between the District Council and the Parish response. In self-help circumstances they will assess the situation and co-ordinate the local voluntary response. Initial action should include verifying the source of information relating to the emergency and calling out volunteer assistance or resources that are immediately required.

### **Logbook**

The Co-ordinator should ensure that all decisions and actions are timed and recorded in a logbook. The maintenance of a logbook is essential to detail the response and to provide updates when required. It will also provide evidence for any subsequent debrief or inquiry. Entries should be clear, accurate, concise and written in ink. The results of actions taken by other individuals should be reported to the Co-ordinator to provide a full picture and enable the record to be maintained in the logbook. The Co-ordinator should enlist suitable volunteers so they can devote time to assessment and strategic planning.

### **Early Action**

Early action should be to establish a command post from which to operate and to nominate a suitable rendezvous point where volunteers can report for logging, skills identification, briefing and deployment.

### **Communication**

Communication is an important aspect of the response. Consideration should be given to providing regular updates on the Parish Council web site/Facebook page and Whats App groups and the nomination of a telephone number for use as an information help line. An amateur, two-way radio net has only limited nodes within the Parish. Landline telephones could be affected by severe weather and mobile networks can fail if overloaded. If it becomes necessary to resort to word of mouth communication the Parish has a number of groups and clubs that could be used to cascade information among their members. (See Local Groups in Section 7)

### **Inter-Agency**

If the Emergency Services or District Council have requested specific assistance, it is important that the Co-ordinator ensures they are kept informed of actions and results so as accurate a picture as possible is maintained.

In a widespread emergency situation the District Council may be so committed to being 'reactive' that it may not have time or staff to be 'proactive' in phoning Parishes to ascertain the up to date situation. It is therefore important to keep the District Council apprised of the current situation.

Even where the District Council is stretched it may still be able to allocate resources for self-help activity in the Parish.

### **Stand Down**

When the incident is declared over the Emergency Co-ordinator should ensure that all local volunteers are made aware and assist in returning the Parish to normality. He should arrange for any local volunteers to be debriefed and appropriate comments noted as part of a final report. He should also, where appropriate represent the Parish Council at any District Council debrief.

### **Finance**

The Chairman of the Parish Council and the Chairman of the Parish Council Finance Committee will jointly have the power to approve spending in times of extreme emergency.

## **Section 3 - VOLUNTEERS**

### **Volunteers**

There are two main categories of volunteers. Established organisations such as St John Ambulance, British Red Cross, WRVS and the like have inter-agency arrangements agreed with the Emergency Services for times of major emergencies. The other source of volunteers is local people who offer help in time of crisis. If the Emergency Services and District Council are dealing with the emergency any local volunteers can be organised by the Parish Council but will work under the direction of the Council or Emergency Services. Normally it is the District Council that would co-ordinate roles for volunteers. The purpose of this plan is to provide guidance in circumstances where the Emergency Services and District Council are unable to respond immediately to a crisis in the Parish of Chidham and Hambrook. Whatever is undertaken it is important to inform all those involved when the emergency is over.

### **Self-help Response**

Within the Parish there is undoubtedly a range of skills available, which could prove extremely useful in time of crisis. Some people have indicated their willingness to assist and their details are recorded as an appendix to this plan. However it is likely that many more will volunteer if a serious emergency should arise. If at all possible, such a response should be co-ordinated in an orderly manner and one of the initial tasks for the Emergency Co-ordinator is to arrange for the setting up and staffing of a Rendezvous Point (RV Point) to which volunteers can be directed. The RV point should be at a suitable location away from the scene(s) of the incident. At the RV Point facilities should exist to log the details and special skills of those people volunteering before committing them to actual tasks.

In the absence of the Emergency Services or District Council there are aspects of the use of volunteers that must be considered. There are issues around health and safety, accountability, legal liability, protection of children and insurance indemnity. Ideally risk assessments relating to tasks should be undertaken, even if only basic, for the protection of volunteers (see Section 10 for guidance on risk assessments). However in an emergency with no statutory services available local volunteers will undoubtedly get on and do what they can to help and comfort those affected by the emergency. There are some basic arrangements that should be undertaken such as: -

- Logging details and expertise of volunteers
- Briefing volunteers
- Co-ordinating volunteers
- Welfare of volunteers
- Provision of protective equipment

Volunteers with suitable expertise can be used in a variety of ways including: -

- Searching for victims or lost persons
- Manning village halls if opened as temporary Reception Centres to shelter those involved

- If suitably trained to offer first aid
- Offering comfort to distressed persons
- Cascading information around the community
- Transport for stranded persons or urgent supplies (especially 4x4)
- Offering temporary accommodation
- Providing staff support to the Emergency Co-ordinator
- Undertaking the clearance of fallen trees and other road obstructions
- With suitable equipment and expertise either isolating or, where safe to do so, making safe dangerous structures.

### **Protection of children and vulnerable persons**

It is important to consider, even in the initial chaos of a serious emergency, the protection of children and other vulnerable persons. Any volunteers involved with such persons should if at all possible be suitably screened such as youth workers, teachers, school governors and the like. If this is not immediately possible there should be at least two volunteers, one of each sex.

### **Volunteers for other circumstances**

The role of the Emergency Co-ordinator and use of volunteers may be activated in other circumstances, for example to assist police in a search for a missing child or other vulnerable person. Generally on such occasions the police will direct the activity but may require assistance with local knowledge or to assemble and control parties of volunteers. There will also be a need for the provision of briefing, welfare and refreshments for volunteers. The requirements of Health and Safety and child protection also apply.

There may also be less urgent circumstances when the co-ordination of volunteers and provision of facilities may be required. Such occasions may include the response to a public appeal for supplies following a major disaster in another part of the country or abroad. It is not possible to anticipate every eventuality but using aspects of this plan to harness local volunteer energy could prove useful should it be required.

## **Section 4 - COUNCIL AND EMERGENCY SERVICES**

### **Chichester District Council**

01243 534616 Fax - 01243 776766

Emergency Response Co-ordinator

Out of hours - 01243 785339

Web Site [Emergencies: Chichester District Council](#)

E-mail [emergency@chichester.gov.uk](mailto:emergency@chichester.gov.uk)

Emergency Planning Office – 01243 534616

Emergency Planning Manager – Office 01243 534613

Chichester Community Careline (emergency contact point) - 01243 778688

### **West Sussex County Council**

WSCC central switchboard - 01243 777100/777807

WSCC 24 hour helpline - 0845 758 1232 Web site [www.westsussex.gov.uk](http://www.westsussex.gov.uk)

WSCC Social Services – Chichester - 01243 752999

Out of hours emergency – 01273 320219

WSCC Highways Dept, Western Area, Chichester – 01243 836900

Helpline – Chichester – 01243 642105

### **Sussex Police**

Emergencies only - 999

Sussex Police non-emergency – 101

all police stations – 0845 6070999 [www.sussex.police.uk](http://www.sussex.police.uk)

Coroners Officer, Chichester – 01243 227100  
Coroners Officer, Horsham – 01243 520286  
Nick Bowman – District Commander  
PCSOs for local area  
Bosham – PCSOs Nat Totoriene or Paul Slater  
Southbourne – PCSOs Lukasz Kowalski and Oliver Broad/Nutbourne East – PCSO Baylee Reed - [baylee.reed@sussex.pnn.police.uk](mailto:baylee.reed@sussex.pnn.police.uk)  
Chidham and Hambrook – PCSOs Karen Turrell - [Karen.J.Turrell@sussex.pnn.police.uk](mailto:Karen.J.Turrell@sussex.pnn.police.uk) or Scott Wrein - [Scott.Wrein@sussex.pnn.police.uk](mailto:Scott.Wrein@sussex.pnn.police.uk)  
Crimestoppers – [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org) or phone 0800 555111  
Immediate danger: call 999  
UK Anti-Terrorism Hotline: call 0800 789 321  
Non-emergency: call 101

### **Fire and Rescue Service**

Emergencies only - 999  
West Sussex Fire Brigade HQ - 01243 786211  
[www.wsfrs@westsussex.gov.uk](http://www.wsfrs@westsussex.gov.uk)

### **Ambulance Service**

Emergencies only - 999  
South East Coast Ambulance Trust, Control Centre, Lewes – 0300 123099  
Email: [enquiries@secamb.nhs.uk](mailto:enquiries@secamb.nhs.uk)  
Emergency Patient Communication Centre, Lewes – 01273 696011

### **Sussex Emergency**

Sussex Resilience Forum – 033 022 22400  
Web site [www.sussexemergency.info](http://www.sussexemergency.info) e-mail: [SRF@westsussex.gov.uk](mailto:SRF@westsussex.gov.uk)

### **Government**

DEFRA Chichester – 01243 787517  
Environment Agency – 0370 8506505 or Email [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)  
Environment Agency Pollution Hotline - 0800 807060  
Forestry Commission, South East Office – 01420 23337  
Met Office - 0870 900 0100

## **Section 5 - ADVICE FOR EMERGENCY SITUATIONS**

Based on guidance from CDC

### **General Advice for Individuals**

Prepare an emergency self-help kit. It can contain anything you feel will assist you in an emergency. Consider the following:

- Torch + spare batteries/wind-up
- Radio - battery powered/wind-up
- Mobile phone with wind-up charger
- Candles and matches or oil lamps
- Bottled water
- List of emergency and other useful numbers (on mobile phone)
- First Aid kit with necessary medication
- Waterproof clothing, hat scarf and gloves
- Wellington boots
- Blankets
- Key personal documents

Know how to turn off at mains – gas (including bottled gas), water, electricity.

Undertake temporary repairs to your property to stop things becoming worse.  
Plan how to contact relatives especially children if an emergency develop.  
Identify a reunion location if unable to return to home.

### **Flooding**

Undertake any necessary repairs to prevent damage becoming worse.  
Keep all receipts for insurance claims.  
Protect doorways, low-level air vents and windows with sandbags or black bin liners filled with soil.  
Move as many belongings and furniture as possible upstairs or on to higher-level surfaces.  
Turn off gas, water, electricity.  
Check of neighbours particularly elderly, infirm or disabled.  
For information and warnings call Floodline 0345 9881188 or  
[www.environment-agency.gov.uk/floodwarnings/](http://www.environment-agency.gov.uk/floodwarnings/)

### **Evacuations**

If there is a major incident, it is possible the police will order an evacuation of an area.  
If the police tell you to evacuate, gather any necessary medication and warm clothing.  
Where possible turn off gas, water, electricity and put out any fires.  
Leave the house, lock it and go to where you have been instructed.  
If you are sick, elderly or disabled ensure the police or council are made aware so special arrangements can be made.  
Where possible transport will be arranged to take evacuees to a rest centre.  
The rest centre will be run by CDC possibly with local assistance.  
If you go to stay with friends or relatives or book into a hotel or similar until allowed to return to your own home, then ensure the police or the council are made aware.  
The rest centre will provide temporary accommodation, food and drink where appropriate (may be a village hall). Council staff will try to provide as much information as possible and will make arrangements to return you to your house as soon as possible. The situation at the rest centre will be difficult and all persons there should exercise restraint, patience and good humour.

### **Snow**

If snow is extensive remain indoors, keep warm and listen to local radio. Only venture outside if it is absolutely necessary.  
Local radio will give information of road and school closures.  
If possible, check on neighbours particularly those who are elderly, infirm or disabled.

### **Severe Storms**

Move inside any objects that could be blown down or secure them.  
Take pets inside.  
Close windows and remain inside, listen to local radio for information.  
Have ready torches, candles and matches in case of power failure. If power fails ensure equipment is turned off to prevent unexpected activation when power resumes. Beware of fire risks particularly when using candles etc.  
If water or electricity fails, where possible, notify the appropriate services.

### **Warning System**

Information from the County and District Councils will be broadcast on local radio, television, web sites and other media outlets.  
Information on emergencies will normally include a telephone information help line for members of the public.

## **Section 6 - TEMPORARY ACCOMMODATION FACILITIES IN THE PARISH**

### **Village Halls (catering facilities)**



Chidham Village Hall  
Main Road  
Chidham  
PO18 8TJ  
Steve Tanner – 01243 574980  
Jane Towers – 077920 349936  
Jacky Sheppard – 01243 573467  
David Rodgers – 01243 574074

St Wilfrid's Church Hall  
Broad Road, Nutbourne PO18 8SW (for location only)  
Harry Bates – 01243 576331

### **School**

Chidham Parochial Primary School  
Chidham Lane, Chidham  
PO18 8TH  
Tel: 01243 572380  
Mrs Thornton - Headteacher  
Mr Chesshire – Deputy Headteacher

Any request to use facilities outside this Parish should be directed through the Clerk or Emergency Co-ordinator of the Parish concerned.

### **Neighbouring Parishes**

#### **BOSHAM**

Lisa Roberts(Clerk/RFO)  
Bosham Centre, Recreation Ground  
Walton Lane  
Bosham PO18 8QF  
01243 576464  
[parish.clerk@boshamvillage.co.uk](mailto:parish.clerk@boshamvillage.co.uk)

#### **CHICHESTER CITY**

Mr. R. Duggua (Town Clerk)  
The Council House  
North Street  
Chichester PO19 1LQ  
01243 788502  
[clerk@chichestercity.gov.uk](mailto:clerk@chichestercity.gov.uk)

#### **FISHBOURNE**

Mrs Lucy Wright (Clerk)  
The Fishbourne Centre  
46 Blackboy Lane, Fishbourne  
Chichester PO18 8BE  
01243 788563  
[clerk@fishbournevillage.co.uk](mailto:clerk@fishbournevillage.co.uk)

#### **FUNTINGTON**

Viki Williams  
18 West Meade  
Milland  
Chichester  
West Sussex GU30 7NB  
[clerk@funtingtonpc.org](mailto:clerk@funtingtonpc.org)

#### **SOUTHBOURNE**

Ms Sheila Hodgson  
Clerk of Southbourne Parish Council  
The Village Hall  
First Avenue Southbourne  
Emsworth PO10 8HN  
[clerk@southbourne-pc.gov.uk](mailto:clerk@southbourne-pc.gov.uk)  
[01243 373667](tel:01243373667)

#### **WESTBOURNE**

Mrs Clare Kennett (Clerk)  
53 Skylark Avenue  
Emsworth Hants. PO19 7GB  
Mobile: 07775 654483 [clerk@westbourne-pc.gov.uk](mailto:clerk@westbourne-pc.gov.uk)

## **Section 7 - SERVICES**

Some of the organisations listed in this section are commercial concerns and the question of costs should be discussed if requesting their services.

## **Medical Services**

### **Local Surgeries**

Bosham Surgery, 4 Broadbridge Business Centre, Delling Lane (behind Co-op) 01243 782266  
Southbourne Surgery, 337 Main Rd, Southbourne, Emsworth PO10 8JH 01243 388740

### **Care Homes**

Hambrook Meadows, Broad Road, Hambrook, PO18 8RF 01243 572922  
Pinewood Nursing Home, Cot Lane, Chidham, PO18 8ST 01243 572480  
Kings Lodge, Main Road, Chidham, PO18 8PN 01243 573292

### **Hospitals**

St. Richards Hospital, Chichester – main switchboard 01243 788122  
University Hospital Southampton NHS Foundation Trust – main switchboard 023 8077 7222  
NHS Direct - 0845 46 47  
West Sussex Primary Care Trust - 01903 708400

### **St John Ambulance**

Local Division Chichester - 01243 785632 Duty Pager 07669 2201835  
Sussex HQ Worthing - 01903 235599

### **British Red Cross**

National - 0870 170 7000  
Bognor Regis 01243 867385

### **Religious Services**

Parish Services:  
The Parish Church of St Mary's Chidham  
Cot Lane Chidham PO18 8TA  
Rev Andrew Birks 01243 341323 or 07485 648655

### **Voluntary Groups**

WRVS - District Office, Horsham 01403 256622  
Local Office, Horsham 01403 265280  
Local Office, Haslemere 01428 661830

Samaritans – Help number - 0845 790 909  
Local Office, Bognor/Chichester 01243 826333

Neighbourhood Watch – Police coordinator, Chichester - 01243 603590  
Local coordinator – (*vacant*)

Victim Support Sussex – 0808 1689274  
24 hr line 0808 1689111  
CHANE Residents Association (RA)  
01243 574074

Women's Institute  
01243 371589 or 01243 375793

### **Media and Press**

During a major emergency that involves the emergency services including the local authority, statements to the media relating to the incident or details of casualties should only be given by the press officers of the emergency services or the Local Authority.

Sussex Police Press Office – main switchboard – 0845 6070999  
CDC Press Office – main switchboard – 01243 785166  
West Sussex County Council – main switchboard – 01243 777100  
WSCC Press Office – 01243 777980

### **Communications**

In a major incident disruption to land line telephones may occur. While many people now have mobile phones it is unwise to rely on these as a principal means of communication as the volume of usage at such times can cause networks to fail.

Land Line fault reporting to British Telecom.  
Residential 151      Business 154

A voluntary organisation of amateur radio enthusiasts (RAYNET) exists in West Sussex (01273 833987) with equipment that can be activated by the emergency services in times of major communications failure.

During major emergency announcements will be made through local radio stations. The emergency coordinator and emergency base should be equipped with a battery powered radio to keep abreast of the developing situation. This advice is also relevant for dissemination to the general public.

Parish Council website: [www.chidhamandhambrook-pc.gov.uk](http://www.chidhamandhambrook-pc.gov.uk)

Social Media:

Whatsapp Groups: Chidham, Hambrook

Facebook: [www.facebook.com/chidhamandhambrookpc/](https://www.facebook.com/chidhamandhambrookpc/)

Information Line: 01243 572059 Emergency Co-ordinator

### **Local Radio Frequencies**

BBC Southern Counties – FM 95, 95.1, 95.3, 104, 104.5, 104.6, 104.8  
Greatest Hits Radio (West Sussex) 96.6-106.6 MHz FM (0333 202 0402)

### **Veterinary Services**

RSPCA    Emergencies - 0300 123 4999  
            HQ Horsham - 01403 264181  
            Chichester - 01243 773359

Veterinary Surgeon    BETA Pet, Oldwick Farm, West Stoke, PO18 9  
                                 01243 528899

Vet (small animals)    01243 782880  
         (large animals)    0845 3138434

### **Funeral Directors**

None within Civil Parish

### **Public Utilities**

British Gas – 0800 111 999  
Floodline – 0845 988 1188  
Portsmouth Water (fresh) – 02392 477999  
Southern Electric - 24 hour emergency - 0845 770 8090  
Southern Electric - 0845 7444555  
Southern Water (sewage) 24 hour emergency – 0845 278 0845  
Association of British Insurers – 0207 600 3333

**Provisions/Local shops**

Hambrook Stores, Broad Road, Hambrook, Chichester PO18 8RG

Co-op, Delling Lane, Bosham, Chichester, PO18 8NN - 01243 572253

Co-Op, 261 Main Road, Southbourne, Emsworth, PO10 8JD - 01243 375501

TESCO, 83 Stein Road, Southbourne, Emsworth, PO10 8LS, Hants, UK

Southbourne Farm Shop, Main Road, Southbourne – 01243 377521

Tuppenny Barn Organics – 01243 377780

**Other people who may be able to assist:**

The Bosham Inn, Main Rd, Bosham, Chichester PO18 8PW 01243 575027

The Barleycorn, Main Rd, Nutbourne, Chichester PO18 8RS 01243 573172

Cobnor Activities Centre, Cobnor Point, Chidham, Chichester PO18 8TE 01243 572791

The Old House at Home, Cot Lane, Chidham, West Sussex PO18 8SU 01243 572477

Chichester Harbour Conservancy, Itchenor - 01243 512301

Manor Farm - Jonathan Bentall 01243 573724

Eastfield Farm - Foot 01243 573172

Manor Farm, Hayling Island - Simon Water 023 92468972

Woodstock Farm – Roy Cobden 01243 573358

Cobnor Estate – Diana Beale 01243 572123 (equipment/capability)

**Transport**

In an emergency coach transport would be arranged by CDC.

Stagecoach Buses 0845 1210190

Southern Trains 0845 1272920

There are no licensed transport providers within the Parish

**Mechanical Equipment**

This being a partly rural Parish many farms, businesses and individuals possess mechanical equipment such as tractors, diggers, chainsaws, generators and the like. Many of these are known to the Parish Councillors who can call on them in an emergency.

**Other Useful Local Services Within the Parish**

Locksmith – None

Chidham Garage, Commonside, Westbourne, Emsworth PO10 8SY – call Lee Green on 01243 389912

Electrical – Ashley Electricians 01243 373195

Alan Brown Electrical Ltd, Willow View, Broad Rd, Nutbourne, Chichester PO18 8S~H – call 01243 572031 or Mob. 07946 715770

Builders – Hambrook Construction, 19 The Avenue, Hambrook, Chichester PO18 8TZ 07903 967356

Plumber – William O'Brien Plumbing & Heating Ltd 01243 576262

Bill Latter Plumbing & Heating Servies, Hampstead Lodge, Main Rd, Chidham PO18 8TP – call 01243 574364

## Section 8 – PARISH COUNCILLORS

Parish Clerk	Bambi Jones	07986 395253 clerk@chidhamandhambrook- pc.gov.uk
Chair	Jane Towers 3 Hamstead Meadow, Chidham PO18 8TJ	01243 576580 <a href="mailto:j.towers@chidhamandhambrook-pc.gov.uk">j.towers@chidhamandhambrook- pc.gov.uk</a>
Vice Chair	Stephen Johnson Dunelm House, Ivydene Crescent, Chidham PO18 8TR	<a href="tel:01243572059">01243 572059</a> <a href="mailto:s.johnson@chidhamandhambrook-pc.gov.uk">s.johnson@chidhamandhambrook- pc.gov.uk</a>
	Peter Bolton The Willows, Hambrook Hill South, Hambrook, Chichester PO18 8UJ	07367 489172 or 07367 489172 <a href="mailto:p.bolton@chidhamandhambrook-pc.gov.uk">p.bolton@chidhamandhambrook- pc.gov.uk</a>
	Sue Bramwell Smith 6, Maybush Drive, Chidham PO18 8SS	01243 573707 <a href="mailto:s.bramwell_smith@chidhamandhambrook-pc.gov.uk">s.bramwell_smith@chidhamandhambrook- pc.gov.uk</a>
	Geoff Dixon Bay Tree Cottage, Hambrook Hill South, Hambrook PO18 8UJ	07793 241923 <a href="mailto:g.dixon@chidhamandhambrook-pc.gov.uk">g.dixon@chidhamandhambrook- pc.gov.uk</a>
	Bruce Garrett Eastlands, Chidham Lane, Chidham PO18 8TF	01243 574683 <a href="mailto:b.garrett@chidhamandhambrook-pc.gov.uk">b.garrett@chidhamandhambrook- pc.gov.uk</a>
	Andy Sargent Southfield, Main Road, Chidham PO18 8TP	<a href="tel:07976607362">07976 607362</a> <a href="mailto:a.sargent@chidhamandhambrook-pc.gov.uk">a.sargent@chidhamandhambrook- pc.gov.uk</a>
	Marilyn Savory The Den, Priors Leaze Lane, Hambrook PO18 8RQ	<a href="tel:07388557365">07388 557365</a> <a href="mailto:m.savory@chidhamandhambrook-pc.gov.uk">m.savory@chidhamandhambrook- pc.gov.uk</a>

## Section 9 – COUNTY AND DISTRICT COUNCILLORS AND MP

### District Councillors

Adrian Moss	01243 573155 <a href="mailto:amos@chichester.gov.uk">amos@chichester.gov.uk</a>
Penny Plant	01243 575031 <a href="mailto:pplant@chichester.gov.uk">pplant@chichester.gov.uk</a>
David Rodgers	01243 574074 <a href="mailto:drodgers@chichester.gov.uk">drodgers@chichester.gov.uk</a>

### County Councillor

Andrew Kerry-Bedell	07899 741939 <a href="mailto:akerry-bedell@westsussex.gov.uk">akerry-bedell@westsussex.gov.uk</a>
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### Member of Parliament

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## Section 10 - HEALTH & SAFETY GUIDANCE

As it is not possible to predetermine every situation that may give rise to a local emergency it is thus not possible to lay down specific detailed safety instructions for every eventuality. However, the undermentioned general principals should be followed in conducting a specific Risk Assessment before the commencement of any task.

### 1. Personal

Is each individual who will be involved in conducting the task:

- a) Adequately physically fit enough to cope with the task and any likely eventuality?
- b) Suitably trained and experienced to undertake the task?
- c) Adequately equipped with suitable and relevant Personal Protective Equipment (PPE)?
- d) Suitably trained in the use of any tools and equipment (including the PPE) needed?
- e) Briefed on the task and on any limitations on continuing further activity (e.g. need to stop activity and/or withdraw from scene)?

### 2. Equipment

Is/ does the equipment to be used:

- a) Adequate for the task envisaged?
- b) Maintained in a safe, serviceable and secure condition (including all ancillaries such as leads, cables, flex, pipelines, connections)?
- c) Useable without specific training/ prior experience?

### 3. Environment

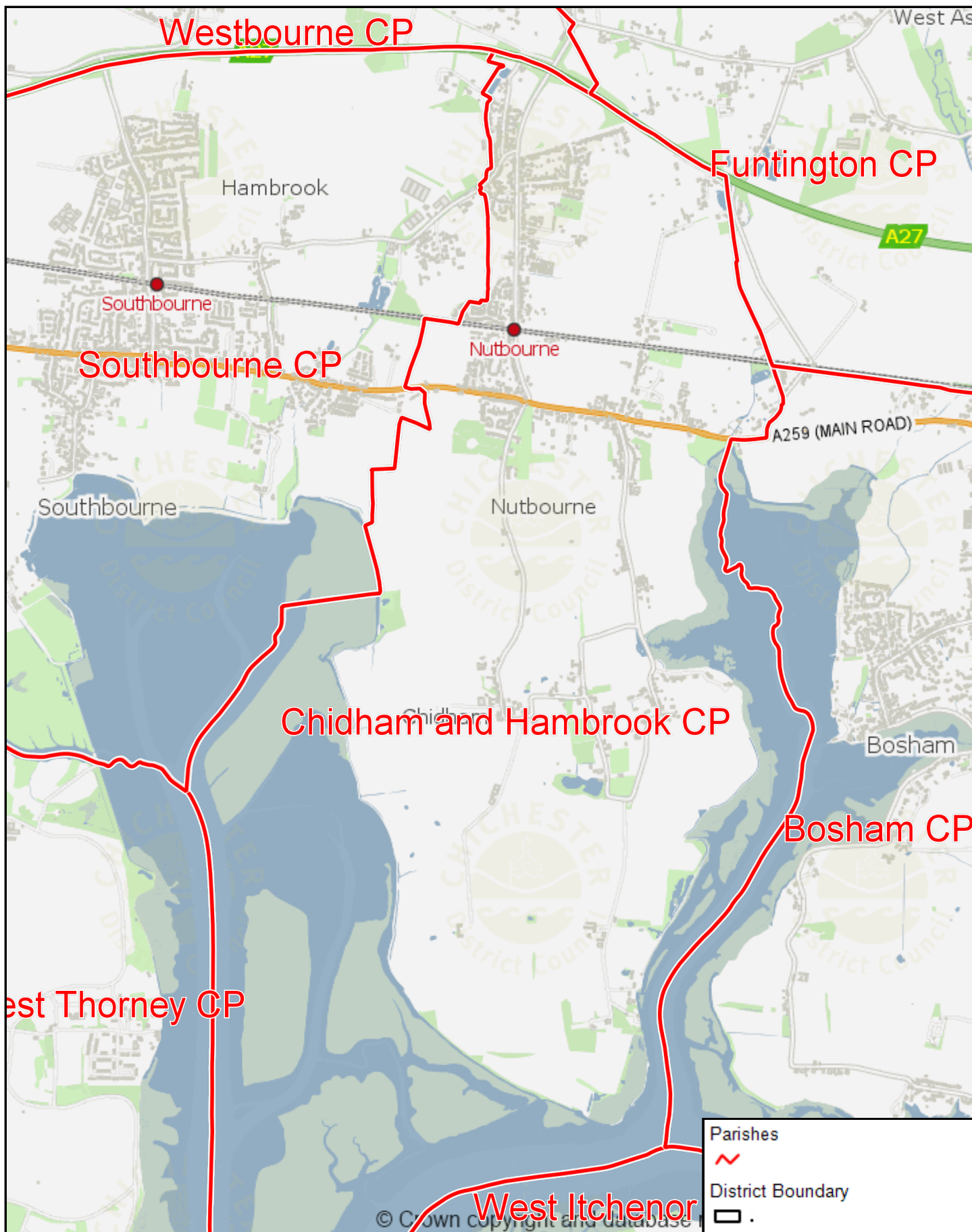
Is/ does the environment around the task area:

- a) Safe from falling debris?
- b) Provide a sound footing at ground level?
- c) Enable the task be completed standing/ seated/ kneeling at and not below ground level?
- d) Free from noxious gases and vapours?
- e) Free from flooding risks?
- f) Safe from electrical hazards?
- g) Free from flammability hazards?

If the response to any question is NO or NOT KNOWN common sense should prevail at all times.

## Section 11 – MAP OF CHIDHAM AND HAMBROOK PARISH

See overleaf



## Chidham and Hambrook Parish Map

N Scale: 1:25000



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