

Flood Evacuation Plan for the parish of Severn Stoke and Croome D'Abitot



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Introduction

This Flood Evacuation Plan (FEP) has been created to help draw attention to actions which may be taken by affected residents subject to the issue of a Flood Warning or local notification that flood inundation may occur, leading to potential closure of evacuation routes to dry areas outside of the parish.

The FEP provides a summary of the actions which may be appropriate taking into account the flood mitigation measures constructed to protect the 20 properties to the South East of the village of Severn Stoke, associated properties in the areas of Clifton, Sandford and Sheepcote Lane and local essential infrastructure i.e. A38.

It also refers to other measures already in place and provides relevant information, contact details and actions which residents may choose to use and take in the interests of safety.

The FEP has been prepared as a consequence of the construction of flood defence measures, located to the South West of Severn Stoke village, in response to historic incidents of flooding from the adjacent River Severn.

The flood defence measures have been constructed to protect the indicated properties to a 1 in 100 year (1%) standard of flood protection.

The crest level of the defences has been set at a level of 14.20 AOD being the anticipated level of the 1:100 year event.

Objectives of the Plan

To inform the community of the historic flooding risk and the measures put in place by the Emergency Services, Worcestershire County Council, Malvern Hills District Council and the Environment Agency to allow residents to make choices for their safety and well-being once a flood alert is given.

- 1) To encourage residents (whether they are residents of the most affected properties or not) to sign up to the Flood Warnings Service and Weather Warnings.
- 2) To encourage residents of the most affected properties in Severn Stoke, Clifton, Sandford and Sheepcote Lane to sign up to this parish Flood Action Plan and to agree to have their names and contact details placed on this plan, in order that they may receive local assistance and warnings where available.
- 3) To encourage residents of the most affected properties in Severn Stoke, Clifton, Sandford and Sheepcote Lane to plan their actions in advance of receipt of an evacuation warning.
- 4) To raise awareness of potential evacuation processes for residents most affected and to raise awareness for all residents in order that they may avoid the area at times of flood.
- 5) Where possible, to assist residents in reducing the risk to life.

THE PLAN - Ownership, Activation and Evacuation

a. INITIAL LOCAL WARNING & INFORMATION TO RESIDENTS - STAGE 1

- i. Local warnings do not replace national warnings and are a supplement to any official information received direct from the Environment Agency/emergency services.

- ii. The Parish Council (first point of contact – parish clerk) will undertake a limited role in informing residents following receipt of relevant flood warning notifications from relevant emergency response services or the Saxons Lode river gauge¹ recording a river level of 4.5m AOD².
- iii. A paper notice alert will be placed on the existing parish council noticeboards.
- iv. Up to two attempts will be made by the parish council to contact all residents who have agreed to have their names and contact details included on this Flood Action Plan in Annex B. One message will be left via phone if no answer and where it is possible to leave a message.
- v. The above actions will be conducted by the parish clerk when available. When the clerk is not available, by the parish chair. When the chair is not available, by delegation to parish councillors in alphabetical order of surname.

CONTINUED. The Plan - Ownership, Activation and Evacuation

b. ESCALATION STAGE 2

- i. In the event where it becomes locally and sensibly apparent that national warnings remain pertinent and accurate, where the river is continuing to rise and where flood waters are approaching property boundaries, the Parish Council will endeavour to provide the emergency services and other key agencies with the details of residents who have provided their contact information, particularly those who have indicated that they may need additional assistance to evacuate. (Annex B). Residents keep themselves informed/ ready to leave at short notice.
- ii. This action will be conducted by the parish clerk when available. When the clerk is not available, by the parish chair. When the chair is not available, by delegation to parish councillors in alphabetical order of surname.
- iii. More details of which organisations/persons will receive this information are below in the section 'LOCAL Communication & information'.

c. ESCALATION STAGE 3 - PERSONAL & INDIVIDUAL DECISION FOR EVACUATION

The decision to evacuate or take shelter ultimately rests with the householder. All householders should allow sufficient time to evacuate before flooding occurs. Residents are advised not to assume that the emergency services will be able to assist with evacuation as their focus will be directed to those in greatest need. Where residents are unable to identify or access alternative accommodations a safe place of refuge has been identified at the following locations:

i) Kempsey Community Centre.

¹ The usual range of the River Severn at Saxons Lode is between 0.42m and 4.00m. It has been between these levels for 90% of the time since monitoring began. Peak river level: Saxons Lode gauge: 5.49m ASD on 17th February 2020. Levels reached 5.92m AOD in 2007 and 6.06m ASD in 1947.

² (Above Ordnance Datum. Used to specify heights above mean sea level). A visual indication of anticipated need to evacuate was historically provided by the water level board positioned adjacent to the bridge at Ham Lane which is no longer available.

- ii) Pershore Civic Centre
- iii) Perdiswell Leisure Centre

Annex A provide further details for each location. Please wait for confirmation/take steps yourself to confirm (from parish/district councils) (via noticeboard and phone calls) that these sites are made available before setting off.

d. ESCALATION STAGE 4 – CRITICAL DANGER TO LIFE (siren warning stage)

Upon receipt by the Parish Council (first point of contact is the parish clerk) of a critical Flood Warning Service (FWS) (previously known as Flood Warning Direct) from the Environment Agency giving notification of likely danger to life, or in the event where the flood defences are likely to over-top or have been breached, a siren³ may be used as a final warning to residents of the immediate danger. This is considered necessary since the Environment Agency has planned defences to cope with an anticipated amount of flood water but it remains conceivable that flooding could occur above and beyond that scope.

³ (stored at Croome NT visitor centre - PC Chairman has the key)

Where to find NATIONAL warnings & information

Residents are encouraged to monitor relevant current updates on local radio stations and television. The Parish Council encourages residents to sign up to Flood Warnings Service (FWS) from the Environment Agency and to Weather Alerts from the Meteorological Office and to act upon the guidance provided at all times.

a) Sign up for Flood Warning Service (FWS) - flood warning text message service run by the Environment Agency (EA) here: <https://www.gov.uk/sign-up-for-flood-warnings>

It is important that residents note that once the EA issues the initial flood warning, there is an assumption on the part of the EA that all residents will continue to keep themselves informed and check for updated flood warnings on a regular basis. During past flood events residents have noted that once flood waters actually reach the level requiring residents to evacuate there is no text/email alert issued by the EA. The EA have stated that they do not intend to change their warning procedures and that the decision to evacuate or take shelter ultimately rests with the householder.

b) EA flood check service website:

<https://check-for-flooding.service.gov.uk/>

c) Sign up for Met Office email alert weather warnings here:

<https://www.metoffice.gov.uk/about-us/guide-to-emails>

d) Request flood history of a property here:

<https://www.gov.uk/request-flooding-history>

e) Farson Digital Water Camera (provided by Worcestershire County Council) for latest images of the A38 junction at the war memorial at Severn Stoke. Updates automatically ever ten minutes or so.

<https://www.farsondigitalwatercams.com/locations/severn-stoke-a38>

Environment Agency: <https://www.gov.uk/sign-up-for-flood-warnings> 0345 988 1188

Meteorological Office: [Weather Warnings](#) 0370 900 0100

Malvern Hills District Council: <https://www.malvern hills.gov.uk/> 01684 862413

National Flood Forum <https://nationalfloodforum.org.uk/> 01299 403 055

Further contact details are provided in Annex C.

How to receive LOCAL Communication & information

a) Residents who sign up to this evacuation plan (nb. provided permission to have their names and addresses stored electronically) will be contacted as described in PLAN above (in the event of a flood emergency) AND will have their details provided to the emergency services and those listed in Annex C below (in the event of a flood emergency). Annex C includes:

- Fire, Police and Ambulance
- SERA (Severn River Rescue supported by a Parish Council annual grant)
- Malvern Hills District Council, including district councillors
- Worcestershire County Council, including county councillors
- Severn Stoke Community Interest Company (CIC)
- Parish Council, including parish councillors and the parish council Lengthsman, all of whom may have delegated duties in the absence of the parish council clerk.

b) It will be the responsibility of each resident to ensure that they are correctly listed and that their contact information is up-to-date. The Register of Electors cannot be used for ascertaining details for this purpose. Consent for inclusion cannot be inferred/implied and must be given in writing. It is sufficient to email the parish clerk severnstokeandcda@gmail.com with the following text provide overleaf.

CONTINUED..... How to receive LOCAL Communication & information

Consent text to be emailed to the parish council:

Flood Evacuation Plan for Severn Stoke parish. “Please add the persons listed below to the Flood Evacuation Plan. All persons listed below have given their consent for their names, address, phone number and email to be stored (paper and electronically, including on home laptops) by the parish council and by third parties listed in Annex C, indefinitely and, until such time as I/they request in writing that names be removed. All persons listed below consent to being contacted in the event of a flood scenario by those listed in Annex C in order that relevant flood information be provided to them. All persons listed below undertake to keep up to date with national and local flood information and are aware that the latest version of this Flood Evacuation Plan (minus Annex B) will be made available on existing parish noticeboards and on the parish council website.

- List of names, addresses, email and phone number.
- Indicate please if children/disabled present but ages/details not required.

Alternatively contact the parish council by email severnstokeandcda@gmail.com or by phone 07950256363 in order to receive a paper consent form.

c) Siren to be used in Escalation stage 4

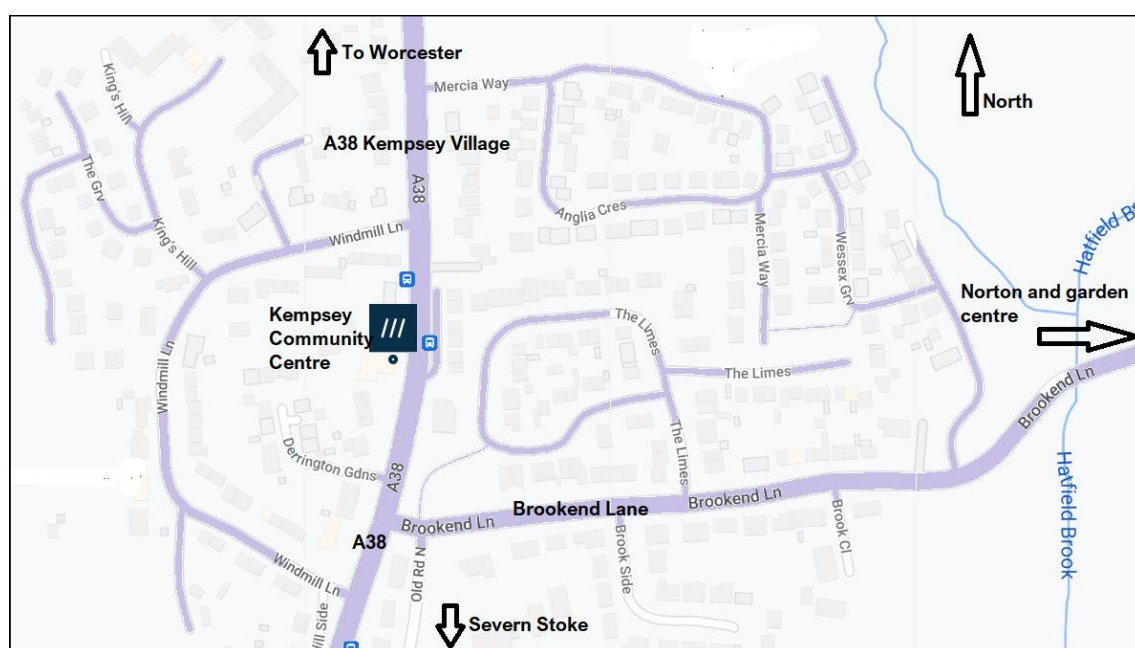
Permission has been gained to use the WW2 siren located at the Croome National Trust heritage centre. Upon receipt by the Parish Council (first point of contact is the parish clerk) of a critical Flood Warnings Service (FWS) from the Environment Agency giving notification of likely danger to life, or in the event where the flood defences are likely to over-top, or where - put simply - there is local knowledge that there is extreme danger, the WW2 siren will be collected and used as a final warning to residents and those assisting evacuation. As this additional and final ‘audible warning’ is a local courtesy only, those volunteers using this equipment can take no responsibility for use. The decision to use is naturally a local one, taken with professional advice in mind and also national and local information, but, as with all warnings is a ‘best guess’ only. It is designed with historical events in mind – where past floods have caused breakdown or interruption of local internet and phone services.

Annexes

Annex A – Details of Flood Evacuation Centres

Flood Evacuation Centres	
Name and address	Details
Kempsey Community Centre Main Road, Kempsey, Worcester, Worcester, WR5 3JF	3.9 miles (7 minutes drive) by car. Free parking once gate is open. Customer services during daytime: Kempsey Parish Council Clerk Mrs S Baxter: 01905 828183 E: kempseyparishcouncil@gmail.com Key and access during an emergency event is usually via the District Councillors but wait for flood warning updates to confirm. What3words location: ///sensibly.convert.rocks Map below
Pershore Civic Centre Queen Elizabeth Drive, Pershore, Worcestershire WR10 1PT	Maintained by Wychavon District Council. Closed from 7pm on non-emergency days. Customer services phone: 01386 552346 What3words location: ///contain.orders.elections May be pay and display parking only.
Perdiswell Leisure Centre Bilford Rd, Worcester, WR3 8DX	Maintained by Worcestershire County Council. Closed from 8pm on non-emergency days. Customer services phone: 01905 457189 What3words location: ///hope.sofa.pillow Free parking on site.

Map showing location of Kempsey Community Centre within Kempsey village.



Annex B – Details of residents who have provided their contact information

(including those who have indicated that they may need additional assistance to evacuate. Nb information of this fact will be provided to emergency services and would not result in any additional action by the parish council other than that specified within this Plan) .

(NB Annex B Not to be published on website or on noticeboard and not to be provided in copies given to residents)

Property Address	Contact Name	Phone Numbers	What3words location	Has indicated that they have additional evacuation needs
Details removed for this public copy				

Annex C – General Contacts

(This annex CAN be published on website and noticeboard and provided to residents)

Service	/ Name	Telephone Number	Website / e-mail
Malvern Hills District Council	Out of Hours Reception District Councillor David Harrison District Councillor John Michael	0300 003 2293 01684 862151 01905 828107 / 07789 600 910 01905 317930	david.harrison@malvernhillssdc.net john.michael@malvernhillssdc.net
Severn Stoke and Croome d'Abitot Parish Council	Severn Stoke Parish Council Primary point of contact: Parish Clerk Lisa Stevens	W 01905 820956 M 07950256363	severnstokeandcda@gmail.com
	In the event that the Parish Clerk is unavailable: Parish Chair Larry Freeman	M 07740 797640	larry.j.freeman@gmail.com
Worcestershire County Council	Emergency Planning Duty Officer County Councillor Martin Allen	07624-909-756 ----	---- MAllen2@worcestershire.gov.uk
Environment Agency	Floodline Open 24 hours a day, 7 days a week	Phone: 0345 988 1188 Textphone: 0345 602 6340	www.environment-agency.gov.uk
Environment Agency Incident Room	Tewkesbury for Severn	01684-864304 or 01684-290761	Tewkesbury
Severn Stoke Community Interest Company (CIC) <small>(previously the local flood action group)</small>	Secretary	(Local intelligence and local resident) Clerk and Cllrs have phone number.	
Kempsey Parish Council	Sharon Baxter (Office hours only)	01905 828183	kempseyparishcouncil@gmail.com
Earls Croome Parish Council	Nikki Nicholson (Office hours only)	01905936560	earlscroomepc@gmail.com
Upton upon Severn Town Council	Town Clerk Jo Adams Out of hours Town Clerk	W 01684 592273 M 07795 608892	clerk@uptonuponsevern-tc.org.uk
Other agencies that may receive resident names and addresses:			
<ul style="list-style-type: none"> • Fire, Police and Ambulance • SERA (Severn River Rescue supported by a Parish Council annual grant) 			

- Parish Council, including parish councillors and the parish council Lengthsman Simon Bott, all of whom may have delegated duties in the absence of the parish council clerk.
- Husband to Clerk Michael Stevens may receive information (in event of clerk illness) in order to pass to Cllrs.

Document Control

This Flood Evacuation Plan (FEP) has been prepared by the Environment Agency on behalf of Severn Stoke and Croome D'Abitot Parish Council to inform residents of Severn Stoke of the measures in place and potential actions that residents should consider, following the issue of a Flood Warning (Flooding Expected) notification.

A copy of this plan (**minus Annex B**) will be made available to the most affected homeowners:

- On first occupation;
- Following any amendments or changes to information contained in the plan;
- A copy of this plan will be located on a notice board erected adjacent to the flood area;
- A copy will be published on the parish council website. <https://e-services.worcestershire.gov.uk/MyParish/> (Select 'S' for Severn Stoke).

Amendments will be made to the plan subject to:

- An annual review of contents and assessment of performance following any major flood event
- Following advice received from statutory emergency response organisations

The parish council will endeavour, but not exhaustively, to under-take the following reviews

- Clerk annual contact by email with all Appendix B residents to check details are correct. No follow up. **Residents retain responsibility for their own contact details being up to date.**
- Clerk quarterly review of parish cllr contact details and district/county cllr contact details only.
- Clerk annual review (January) of all other parties listed in Anne C.

Version Control

Version No:	Comment	Checked by:	Approved by:	Date:
FINAL draft v.4.1	Amendments by Clerk 19/08/2022		PC Chair LFreeman	
v.4.2	Amendments by Clerk 27/09/2022. * Added reference to the flood camera that has been installed by the County Council on the verge outside the parish hall. * Updated contact details for Lengthsman, district cllrs, county cllr and parish clerk.			
v.4.2 Quick glance	Simplified copy for public consultation. V.4.3 amended to reflect public comments.	PC Chair LFreeman	Full Council	23 Nov 22. 09 Jan 23.
V 4.4 Quick glance	Map removed and references to separate noticeboard removed. FINAL COPY sent to all residents of parish to keep for reference.	PC Chair Larry Freeman	Full Council via email	10 Feb 23
V4.5 of Master Copy, Master Copy minus Annex B and Quick Glance version	EA amendments received 03/03/2023 ref Flood Warning Service (previously known as Flood Warning Direct)		Quick Glance versions sent to printers for public distribution	03/03/2023
Future version may need to reference:				
- the new government mobile phone alert system that is currently being tested. https://www.gov.uk/alerts				

Disclaimer

The community and the Parish Council, as far as they can ascertain, acknowledges that this Flood Evacuation Plan is suitable for the purposes set out within the national Planning Policy Framework.

The community and any linked volunteers, including parish councillors, parish clerk and lengthsman cannot accept responsibility for any omission or error contained in any such plan, or for loss, damage, or inconvenience, which may result from the plans' implementation. **Any information in the plan does not override advice or guidance provided by emergency response services.**

The community and any linked volunteers, including parish councillors, parish clerk and lengthsman will do their best to perform the actions outlined in the document but cannot accept any liability whatsoever for the consequences that may arise from a flood event.

Note: This plan has been completed prior to completion of the proposed flood bund and therefore remains draft and will be reviewed after the construction of the flood bund has been completed.

Note: We can provide large print or Braille versions or versions in another language if required.

Note: Severn Stoke and Croome D'Abitot Parish Council is a member of the Information Commissioners Office which governs the rules concerning Data Protection and a copy of our privacy notice is available in the Parish Council website.

Thanks

To Croome National Trust and Defford Airfield Heritage Group for the loan (as and when) of the WW2 siren. **-end-**