



Willingham Parish Council
serving the population of Willingham in Cambridgeshire

Willingham Flood Plan



- Co-ordinator, Clerk to the Parish Council
Tel: 01954 261027 Email: clerk@willinghamparishcouncil.gov.uk
- SCDC Duty Emergency Plan Officer tel: 01223 458033
- Floodline 0345-988-1188 24hr service
- Incident Hotline 0800-80-70-60
- Environment Agency www.gov.uk/sign-up-for-flood-warnings
- National Flood Forum www.floodforum.org.uk

Flood Plan Co-ordinator: Amy Rudderham - Clerk to Willingham Parish Council
01954 261027

Flood Plan Chair: Derek Law - Chair of Willingham Parish Council 07866726910

Plan shared with:

Members of Willingham Parish Council
Environment Agency
Cambridgeshire County Council
South Cambridgeshire District Council

Willingham Flood Plan

This flood plan is designed to offer support to residents in the event of flooding in the village. It relies on the co-operation of the community and volunteers in order to work successfully. As a consequence, it must be noted that any support offered will be within the restrictions of numbers of volunteers and resources available. Currently, these are limited. It is hoped that as numbers of volunteers increase further areas of the village can be covered. All residents are encouraged to contact the flood co-ordinator if they have concerns about their properties flooding and where possible support and/or advice will be provided. This plan to operate in conjunction with the Parish Council's Emergency Plan.

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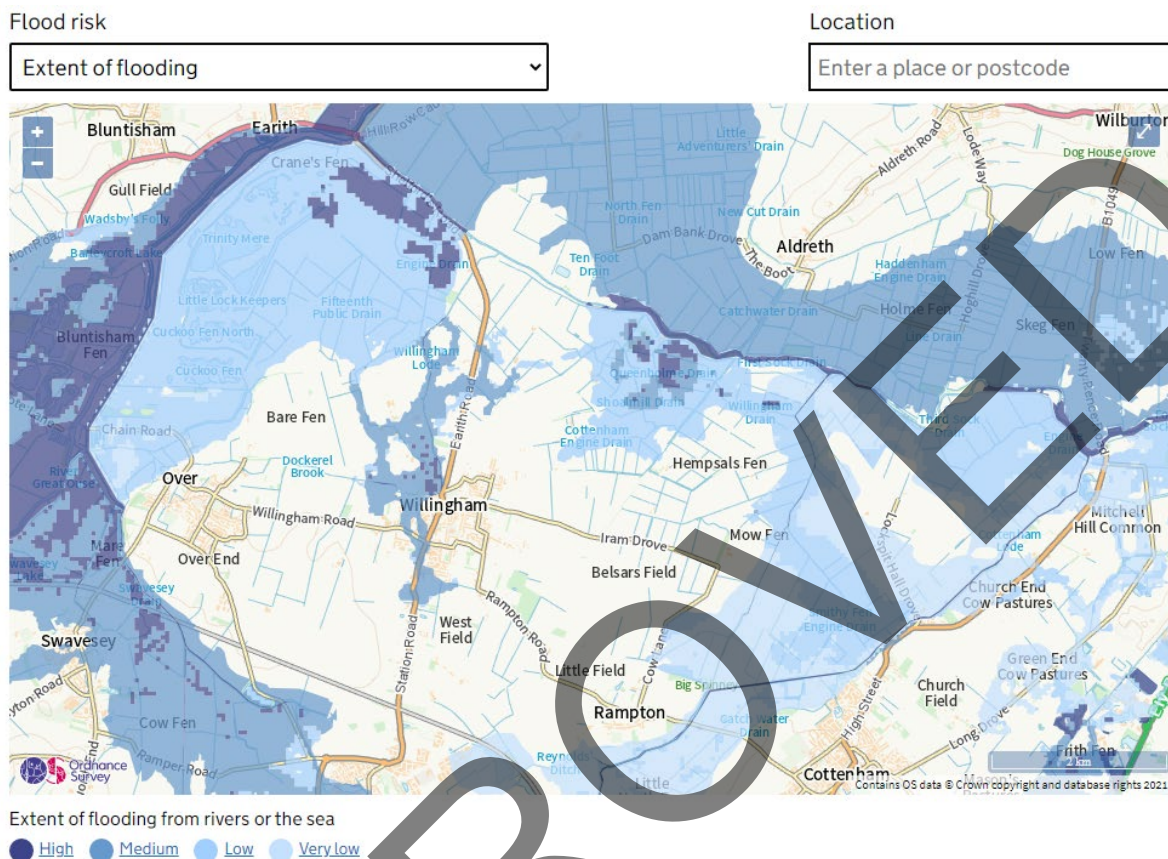
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1a. Locations at Risk of Flooding from River Water

Using flood data from the Environment Agency online flood warning information, the main flood-risk areas in Willingham, from water from the River Gt Ouse, are shown below.



Taken from the Environment Agency website:

<https://flood-warning-information.service.gov.uk/long-term-flood-risk>

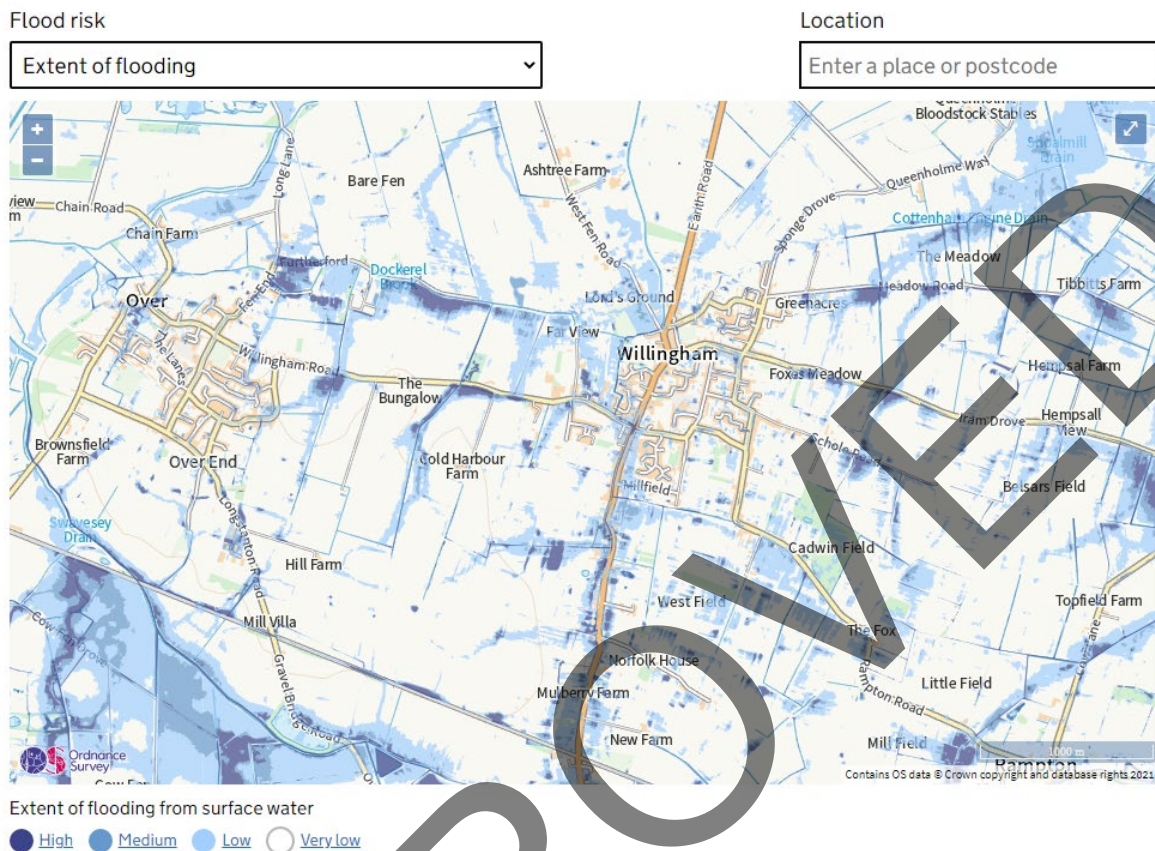
Flood risk from rivers or the sea

Current flood risk mapping on the EA website shows that the majority of Willingham flood zones fall into their Medium risk zone

Medium risk means that each year this area has a chance of flooding of between 1% and 3.3%. This takes into account the effect of any flood defences in the area. These defences reduce but do not completely stop the chance of flooding as they can be overtopped, or fail.

1b. Locations at Risk of Flooding from Surface Water

Using flood data from the Environment Agency online flood warning information, the main flood-risk areas in Willingham, from surface water, are shown below.



Although less spectacular than flooding from the river Great Ouse, the map above, provided by the Environment Agency shows that surface water flow following heavy rainfall on Willingham can lead to significant flooding in some areas. Areas at high risk include (but not exclusively), Millfield, Station Road, the crossroads at Berrycroft, Haden Way, Covent Garden, Bourneys Manor Close and the Village Green. The Environment Agency states that:

High risk means that each year this area has a chance of flooding of greater than 3.3%. Flooding from surface water is difficult to predict as rainfall location and volume are difficult to forecast. In addition, local features can greatly affect the chance and severity of flooding

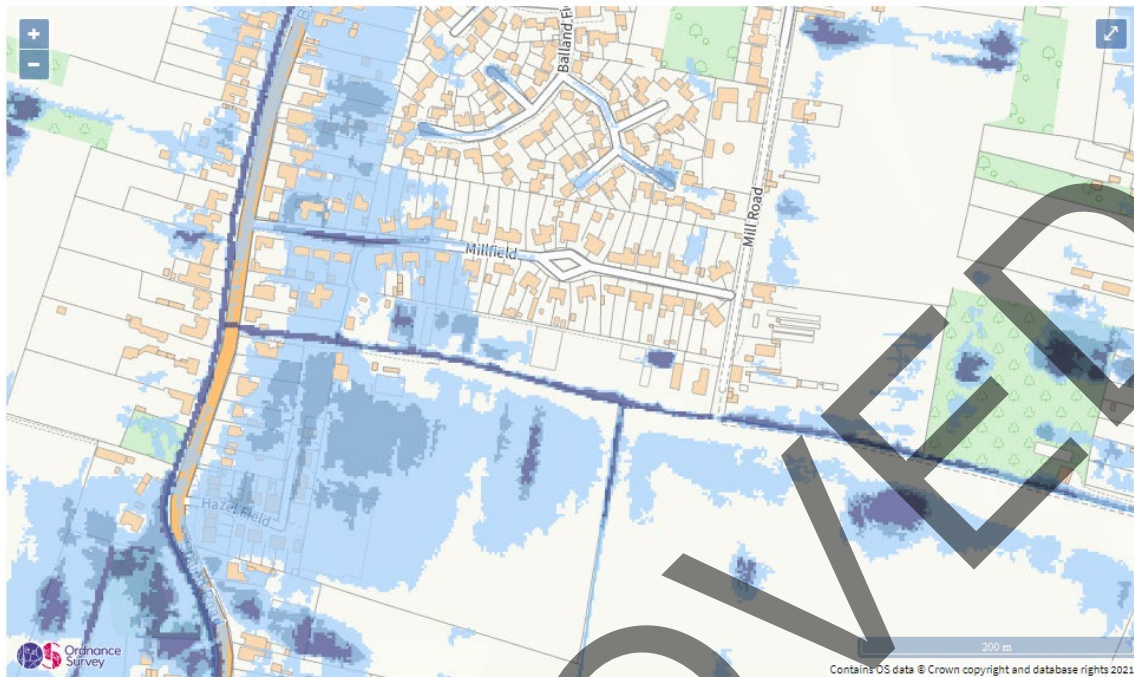
Millfield

Flood risk

Extent of flooding

Location

Enter a place or postcode



Extent of flooding from surface water

● High ● Medium ● Low ○ Very low

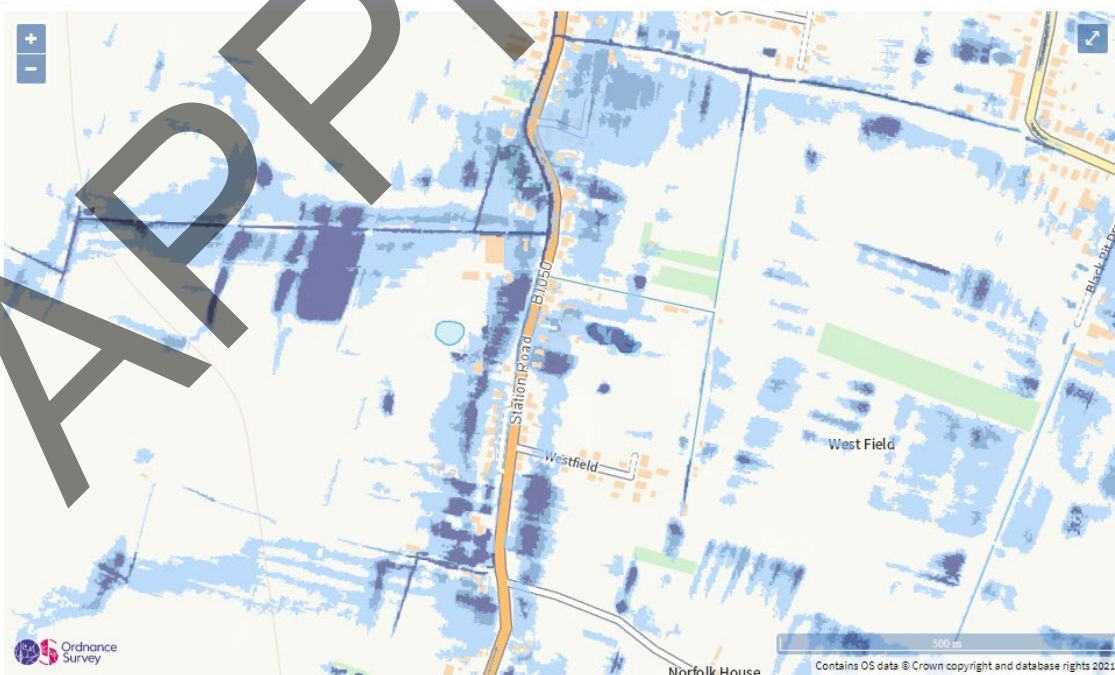
Station Road

Flood risk

Extent of flooding

Location

Enter a place or postcode



Extent of flooding from surface water

● High ● Medium ● Low ○ Very low

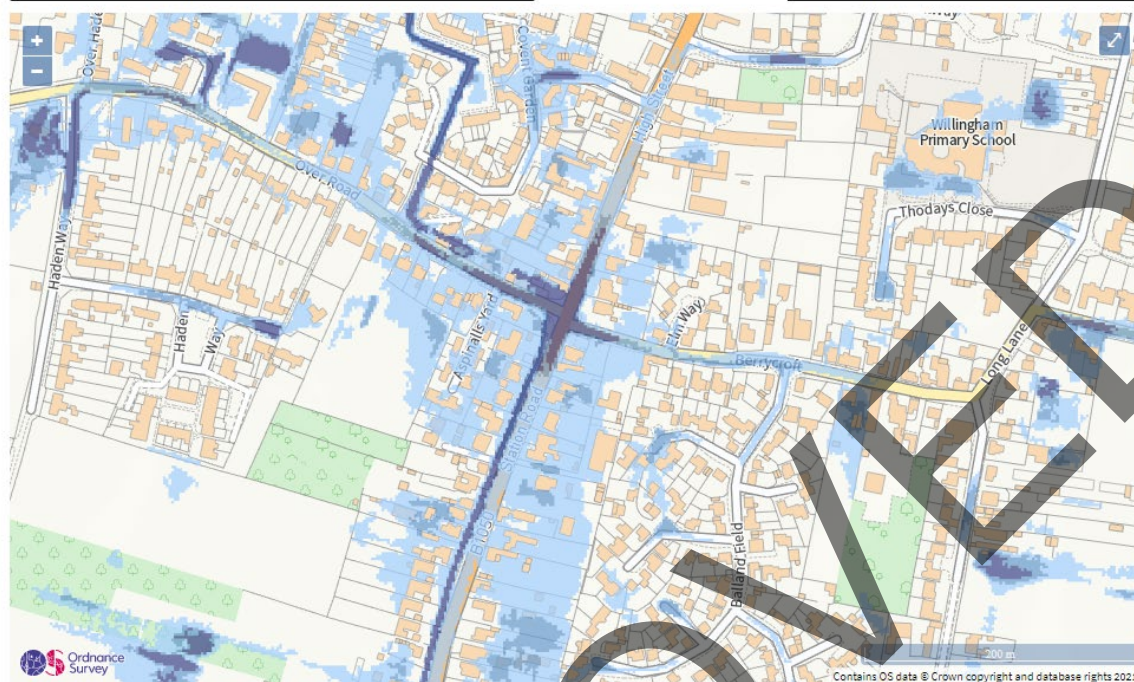
Crossroads at Berrycroft

Flood risk

Extent of flooding

Location

Enter a place or postcode



Extent of flooding from surface water

High Medium Low Very low

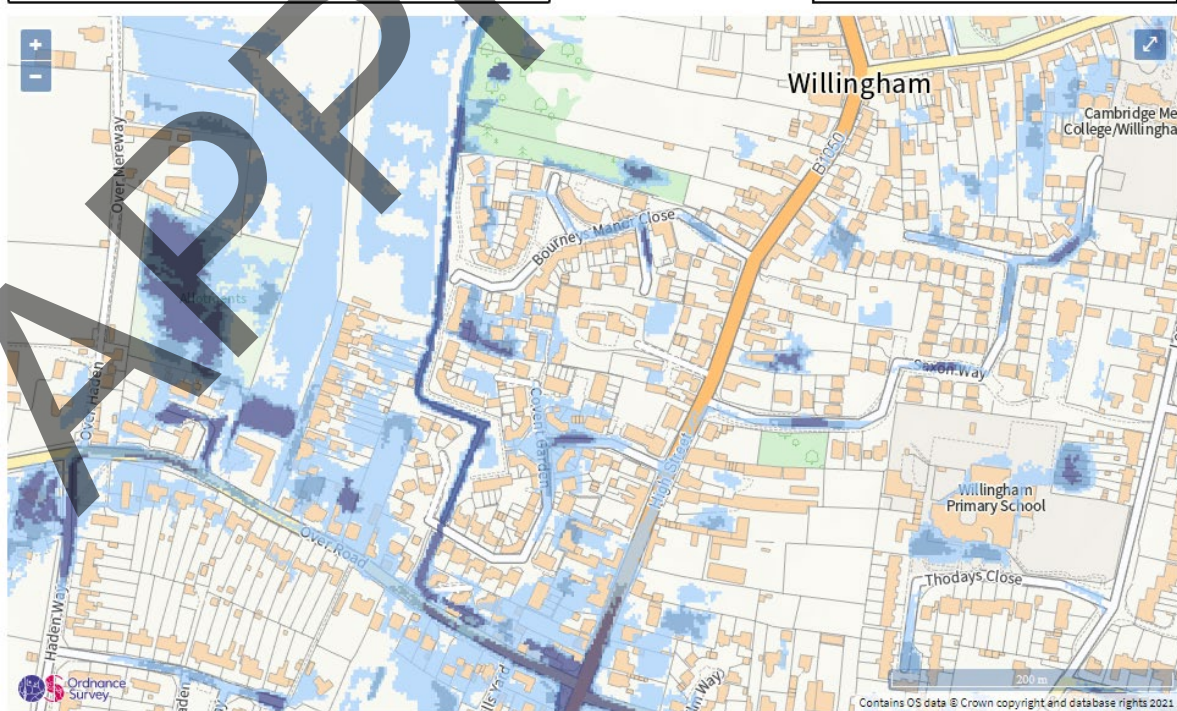
Covent Garden and Bourneys Manor Close

Flood risk

Extent of flooding

Location

Enter a place or postcode



Extent of flooding from surface water

High Medium Low Very low

Village Green

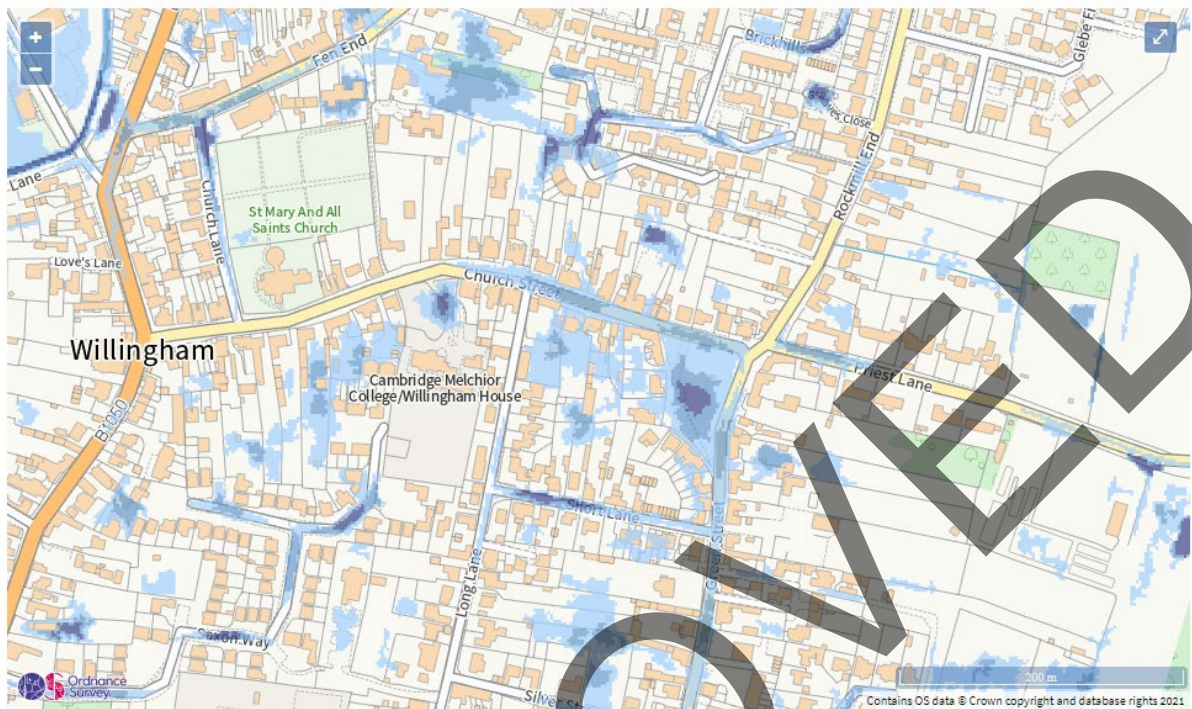
Flood risk

Extent of flooding



Location

Enter a place or postcode



Extent of flooding from surface water

● High ● Medium ● Low ○ Very low

2. Actions to be Taken Before a Flood

The Flood Plan Co-ordinator has signed up to receive flood alerts and warnings from the Environment Agency. When a flood alert, flood warning or severe flood warning is issued, this flood plan will be activated by the Co-ordinator.

2A. Amber Alert. Flooding is possible, be prepared. A 24 hour amber warning triggered by the Environment Agency.



FLOOD ALERT

Warning circulated to Flood Group members and other volunteers, and all put on standby

Members to check Environment Agency website and Floodline and Met Office information regularly

Co-ordinator to feedback information to Environment Agency on an ongoing basis

Co-ordinator to ensure emergency equipment is ready and easily accessible and batteries are charged up

If water levels are rising significantly prepare for Flood Warning

The following two EA flood warnings are not set up for automatic warnings from the EA to this area, therefore flood team members will need to keep an eye on social media comments and feedback from residents regarding concerns on rising water levels. Any information regarding local water levels should be passed to the co-ordinator.

2B. Red Warning. Flooding is expected. Immediate action required.



Co-ordinator to ensure Flood Group members and volunteers aware of warning. Volunteers will contact local property occupiers on their allocated streets to ensure they are aware of the warning and check they are in residence. Create incident log

FLOOD WARNING

Monitor weather and social media sites and feedback from residents.

- Check Environment Agency website
- Check Floodline and Met Office info

Flood kit (the box) made available, ready to distribute equipment to vulnerable locations.

Volunteers, activated by co-ordinator to ensure occupiers in flood warning area are informed of risk.

Volunteers to feedback any immediate concerns regarding support needed by residents to the co-ordinator so that the relevant agencies can be notified.

Neighbourhood support to distribute advisory information to at-risk properties (see separate leaflet on turning off power and water supplies, protection of valuables, etc)

Co-ordinator to liaise as appropriate with organisations (Cambs County Council, South Cambs District Council, Police, Fire Service) and flood volunteers about evacuation and all other procedures

Open and prepare ready Ploughman Hall/office as a co-ordination centre

When necessary, the Willingham Flood Group and additional flood volunteers will be requested to report to the co-ordination centre for briefing by the Co-ordinator and/or the District Council representative. A decision will then be made on the action required. The Ploughman Hall will then be used as the co-ordination centre. Update incident log.

- Co-ordinator in regular contact with Environment Agency
- For updated information
 - To feedback about initial response and progress
 - Thereafter as appropriate

Co-ordinator alerts South Cambs District Council if there are specific issues

Co-ordinator alerts local evacuation centres:

- Ploughman Hall
- Octagon/St Mary and All Saints Church
- Baptist Church
- Primary School

Update incident log

Things to consider

- When to advise movement of elderly and vulnerable to safe locations
- Readiness for Severe Flood Warning

2C. Bright Red Warning. Severe flooding is expected. There is Danger to life.



**SEVERE FLOOD
WARNING**

A Severe Flood Warning is very rarely issued and is likely to be beyond the experience of residents. The main action is a continuation of that for Flood Warning level (see chart) 2B.

Update incident log as
regularly as possible

Volunteers to door knock for a second time to ensure that all occupants are safe or removed.

The Ploughman Hall is by now the reception centre for all those in need of assistance and/or advice. It is the first calling point for other agencies as appropriate.

Obtain the Emergency Box and other store equipment.

Action all assistance (where requested) in making prepared all properties at risk
Including placement of aqua-sacks, sandbags

Things to consider

- Co-ordination of spontaneous volunteers
- Availability of additional provisions if required
- The issue of homeowners/occupiers who will not, or physically cannot, be evacuated to be referred to external agencies for management of this

3. Actions to be Taken During a Flood

Flood water is dangerous. Flood Group members and volunteers should not put themselves or others at risk.

The emergency services are responsible for ensuring public safety and co-ordinating the incident response. Willingham Flood Group has a policy of volunteers not entering flood water and staying 3 meters away from deep flood water.

Checklist

County Council to notify coordinator of road closures for diverted traffic and likewise the Co-ordinator will notify CCC if drivers inform us of local impassable roads.

Keyholders contacted and Ploughman Hall opened for use as assembly area for other agencies, headquarters for coordination, emergency reception and evacuation centre as required.

Primary School alerted so that emergency procedures are put in place for an adverse weather event.

Those requiring assistance with emergency defences are supported by volunteers.

Volunteers to keep in touch with residents to provide updates on the situation and report back to Co-ordinator.

Photographs – when safe to do so, take regular photographs of flooding and specific issues with date and time recorded to share with Flood Group and County and District Councils

4. Emergency Evacuation Procedures

These emergency evacuation procedures should be followed in conjunction with the Severe Flood Warning action shown on Chart 2C. Emergency evacuation will normally be handled by the emergency services, who have procedures in place, and who may decide to evacuate at the earlier, lower level, Flood Warning (Chart 2B) stage.

Checklist

Contact Cambs County Council to inform them of the emergency.

Phone and/or email all parties likely to be involved in the evacuation process.

Prepare evacuation centres should residents need to stay overnight.

Assemble all the Flood Group and available additional volunteers for a briefing at the Ploughman Hall by the emergency services.

Acquire supplies for the evacuation centre.

Arrangements with regards to emergency supplies should be made through the County Council emergency operations centre. The various village shops are the most convenient locations to buy supplies for the reception centre - depending on accessibility at the time.

However, in any emergency situation it is likely that, initially, whatever provisions are needed will be forthcoming from villagers themselves. Co-ordination of such donations will be via the Ploughman Hall .

If the Ploughman Hall/office is not available then the Pavilion will be the alternative reception centre.

5. Post Flood Recovery Period

Create log of residents that may require further assistance from Cambridgeshire County Council and Cambridgeshire Community Emergency Response Team (CCERTS).

Post flood feedback meeting to be convened as soon as possible after incident.

Stock-take on equipment.

6. Review and Update Actions and Frequency

What	Who	When
Check and update all top-level contact details. See Appendix A	Flood Plan Co-ordinator	Every three years
Check and update Parish Council contact details. See Appendix B	Lead Flood Group contact	Every three years
Check and update contact details of volunteers. For data protection this information is held by five main co-ordinators. See Appendix C	Flood Plan Co-ordinator	Every three years
Check and confirm source of Environment Agency Flood Information. See Appendix C	Flood Plan Co-ordinator	Every three years
Confirm important key holders. See Appendix D	Flood Plan Co-ordinator	Every five years
Check emergency/community store contents and resources. See Appendix D	Flood Plan Co-ordinator	Every five years
Test the Flood Plan by carrying out a simulated flooding event	The community	Every five years

7. Neighbourhood Support Zones

Illustrative map of Neighbourhood Zones – to be added to as necessary

Flood Co-ordinator will alert volunteers in the event of a flood warning. The volunteers will then arrange the relevant contact and warnings to neighbours within their zone.

Areas covered by volunteers as at 15th November 2021:

Covent Garden
Bourneys Manor Close
Green Street
High Street
Church Street
Over Road
Fen End
Pyrethrum Way

Volunteers needed for:

Short Lane
Millfield
Station Road



Bourneys Manor Close
Covent Garden
Over Road
High Street



Green Street
Short Lane
Pyrethrum Way



Church Street
Green Street
Pyrethrum Way



Station Road

Appendix A. Top level contact details

Flood Plan Co-ordinators	Address	Phone	Email
Clerk to Parish Council – Amy Rudderham	Ploughman Hall West Fen Road	01954 261027	clerk@willinghamparishcouncil.gov.uk
Parish Cllr – Flood Plan Chair Derek Law		07866726910	cldr.law@willinghamparishcouncil.gov.uk
Council Vice Chair – James Hutchcraft		07305 435771	cldr.hutchcraft@willinghamparishcouncil.gov.uk
Planning Committee Chairman – Neil Harris		07792 611226	cldr.todd@willinghamparishcouncil.gov.uk

Organisation	Telephone (Weekday daytime)	Telephone (Out of hours)	Email/online
Floodline	0345-988-1188	0345-988-1188	
Environment Agency Incident Hotline call to report: • main rivers blocked by a vehicle or fallen tree causing risk of flooding • flooding from any river, or main drain within the parish	0800-807060	0800-807060	
Environment Agency Incident Room Duty Officer	07768 253149		
South Cambs District Council Duty Emergency Plan Officer	01223 458033	01223 458033	
Octagon/St Mary & All Saints	01954 200542		
Baptist Church	07427 321884		
Primary School Office	01954 283030		
Fire and Rescue Service	999 (emergency)	999 (emergency)	
Police	999 (emergency)	999 (emergency)	

Ambulance	999 (emergency)	999 (emergency)	
Anglia Water	03457 145 145	03457 145 145	https://www.anglianwater.co.uk/help-and-advice/report-an-issue/
Gas	0800-111- 999	0800-111- 999	
Electric	0800-783- 8838	0800-783- 8838	

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Appendix B. Environment Agency Flood Information

Willingham Parish Council website: <https://willinghamparishcouncil.gov.uk>

Environment Agency Flood Warnings Summary:

There is no specific page for the river Great Ouse at Willingham. When a Flood Warning is issued it is displayed on the current flood warning information website <https://flood-warning-information.service.gov.uk/warnings> add postcode for current flood warning information on Willingham.

Appendix C. Equipment Details

Willingham Emergency Assistance Pack 'The Box' Stored at The Ploughman Hall

Keyholders:

Amy Rudderham	Clerk to the Parish Council	01954 261027
Derek Law	Chairman	07866 726910
Simon Clark	Halls Lead Councillor	07948 830406

Contact Willingham Parish Council for further details on 01954 261027

4 boxes within the storage room, containing the following

- 1 x high-viz Vest
- 1 x First Aid box
- 2 x torches
- 2 x Outdoor LED lanterns
- 1 x refillable lighter
- 100 nightlights
- 6 x DD batteries (lamps)
- 12 x AAA batteries (torches)
- 2 x Emergency blankets

1 box within the storage room, containing the following

- 2 x high-viz Vest
- 1 x First Aid box
- 2 x torches
- 2 x Outdoor LED lanterns
- 2 x refillable lighter
- 100 nightlights
- 12 x DD batteries (lamps)
- 24 x AAA batteries (torches)
- 3 x emergency blankets

In addition:

- 10 spades and 6 shovels in the storage room
- 1000 x sandbags in the storage room
- 2 x sand storage bins with sand in the yard
- 20 x 20litre flood sax

'Alternative sandbags' such as Aqua Sacks or FloodSax may be purchased by individual households. There exists a variety of these, but they all function using a gel-like substance that swells up when wet, giving the bag volume. They are more easily stored, more manageable, and are an efficient alternative to sandbags. Information about these can be found at:

<http://www.newground.co.uk/news-events-media/knowledge-centre/is-there-an-alternative-to-sandbags>

http://www.flood-defence.co.uk/index.pl?p=Aquasac_50&a=i

<https://www.youtube.com/watch?v=0fB94baTBik>

http://nationalfloodforum.org.uk/bluepages/wp-content/uploads/Aquasac_FAQ.pdf

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Appendix D. Risk Assessment

1	Aggressive and confrontational Homeowners and/or Pets	Violence or abusive behaviour or if their pets become aggressive and uncontrollable	MED	Raise awareness of team through newsletters, and door knocking informing residents about the limits of the group's remit. Assess house, for signs of pets and only enter if safe to do so. Leave the premises and call the police if homeowners become aggressive.	LOW
2	Door knocking in times of potential flooding or actual flooding.	Exposure to low ambient temperature, wind and rain. Wet clothing and footwear. Night working Traffic - moving vehicles	MED	Adequate coats Hi viz Adequate protective footwear. Wellies Warm Clothing and Gloves Torches & Light sticks Mobile phone – inform someone what you are doing and make sure you inform them when you have finished.	LOW
5	Entering flood water to reach a property	Unseen hazards in flood water, flow of water and unknown depth of water	HIGH	Do NOT enter flood water to assist residents, leave it to the emergency services who are trained to do so.	HIGH
6	Assisting the vulnerable	Severe weather conditions	MED	Do not go out if the weather conditions are severe, make phone calls to check on welfare. Emergency services are equipped to assist in severe circumstances	LOW