

KILMINGTON PARISH COUNCIL

COMMUNITY FLOOD PLAN (May 2022- updated March 2024)

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1. Foreword

There are no statutory responsibilities for Parish & Town Councils to plan for, respond to, or recover from emergencies. However, it is good practice for communities to identify hazards and make simple plans of how they will respond when faced with an emergency. The Kilmington Community Flood Plan has been created by the Parish Council so that, in the event of flooding in the village, there is a clear understanding of the roles and responsibilities of the various support agencies and a list of contacts should residents require help in the event of an emergency.

Parish Councils can help with flood prevention and precaution efforts by preparing community flood plans, raising additional funding for flood defence measures and organising the gathering and reporting of information on flood incidents in their community.

A Community Flood Plan can help the community respond quickly when flooding happens and can help people decide what practical actions to take before and during a flood, helping reduce the damage flooding can cause.

This plan is intended as a guide to actions that the parish council, residents and businesses may take to reduce the impact of future flooding events.

It should also be recognised that the parish council is not an emergency service. It is not trained, equipped, empowered or resources to carry out the functions of an emergency service. The response should generally be confined to preparing the community in advance of an emergency, assisting with the welfare of the community during and after an emergency has occurred and provide assistance with warning and informing. The Parish Council accepts no liability for any loss or damage arising directly or indirectly from action taken or not taken in reliance on material or information contained within this plan, or for any failure to activate the plan or any part thereof in response to a flood. It is the homeowners responsibility to protect their property from flooding.

2. Topography

Kilmington is a village and civil parish in the extreme west of Wilshire about 8 miles southwest of Warminster. The parish includes the hamlets of Kilmington Common and Norton Ferris. Whitesheet Hill (245m above sea level) is in the far east of the parish and Long Knoll (288m above sea level) is a long ridge on the northern boundary of the parish.

Much of the parish is Upper Greensand, while both Long Knoll and White Sheet Hill are chalk. The river Wyllye rises in the parish and flows westwards. Six Wells Bottom, a valley just outside the parish boundary, is the source of the River Stour which flows from here through Dorset to the south coast.

In the early 1970s mains water was supplied to all properties in the parish but until then many cottages relied on deep wells, while others were supplied from a reservoir that served both Stourton and Kilmington.

3. Possible Flood Causes

Surface water flooding

The main flood risk to parts of the community is from surface water flooding, sometimes known as flash flooding:

- happens when heavy rain cannot drain away
- is difficult to predict as it depends on rainfall volume and location
- can happen up hills and away from rivers and other bodies of water
- is more widespread in areas with harder surfaces like concrete

Lead local flood authorities (LLFA) are responsible for managing the flood risk from surface water and may hold more detailed information.

Surface water flooding can happen very quickly and the parish council would encourage properties at risk to take steps before it occurs to increase the resistance of their properties to flooding.

Blockages or collapse of a culvert & ditches

To prevent a blockage occurring, the riparian owner should monitor the culverts and ditches and clear them of any accumulating debris if they can. If it is not possible to clear the accumulated debris then one of the coordinators identified in the appendices should be informed as soon as possible so that alternatives arrangements for clearing can be made.

4. Precautionary Actions

With careful planning, local flood action can reduce the impact of flooding. Sensible precautions should be taken to avoid risk to life by rising flood waters and exposure to health risks, for instance due to pollution of the foul sewer system.

The Parish Council can ask Wiltshire Council – as part of their Discretionary Gulley Emptying Service – to ask their gulley emptying team to come out and address sites of concern. This is not emergency work but is a discretionary service aimed at rural areas. It could take up to 6 weeks for the team to schedule works so it is worth planning ahead to identify gulleys that may need emptying or that are cause for concern.

Advice to residents to check their flood risk and take steps to protect their property from flooding.

It is the responsibility of individual householders to take whatever preventative measures they consider necessary to avoid damage to their property in the event of a flood. Local action could include placing of plastic sheeting and boarding across openings; blocking air bricks; laying of sandbag walls or temporary

defence systems, and moving valuable or perishable items (including insurance policies and other personal documents) upstairs or otherwise out of areas liable to be flooded. A series of advisory leaflets may be obtained from the Environment Agency

<https://www.gov.uk/prepare-for-flooding>

Flood protection for buildings falls into two categories – flood resistance and flood resilience. Ideally homes and other buildings in your community should be fitted for both.

Flood resistance measures help to prevent water get into buildings, so include:

- Removable barriers fitted to doors and windows
- Temporary seals for doors and air bricks
- One-way valves fitted to toilets and drainage pipes to reduce the risk of sewage backing up during a flood
- Pump and sump systems which can drain water from below flood level quicker than it rises

Flood resilience measures can help to minimise any damage if water does get into the property. This can include:

- Using ceramic or stone tiles on floors instead of wood or laminate flooring
- Raising electrical sockets in the building to higher than 1.5m
- Using stainless steel or solid wood kitchen units rather than chipboard
- Replacing wooden window frames with UPVC

Other useful tips

- Special waterproof bags are available that can be used to protect household items from flood water. These come in all sizes with some big enough to cover large furniture items or even your car.
- Position any items that are likely to be easily damaged from flood water higher up in a room – or keep them upstairs if possible. It's also a good idea to keep some spare bricks, blocks or wooden pallets on hand so you can put items on them to keep them off the floor in low level floods.

- If flood water outside the property becomes deeper than 1m it is recommended that you should allow the water into your home, as this depth of water can create enough pressure to move the outer walls – which could cause serious structural damage. At this point the flood resilience measures you have in place will come into effect.



You can create a personal flood plan & prepare a flood kit


- Put important documents out of flood risk and protect in polythene
- Check your insurance covers you for flooding
- Look at the best way of stopping floodwater entering your property.
- Find out where you can get sandbags
- Identify who can help you/who you can help
- Identify what you would need to take with you if you had to leave your home
- Understand the flood warning codes

Sign up to receive flood warnings – ring 0345 988 1188 to see if your area receives free flood warnings

5. Actions to be taken before a flood

Actions to be taken before a flood	
Flood warning codes	Action
<p>Actions before a flood (amend actions according to community requirements)</p>	<ul style="list-style-type: none"> • The parish council is enrolled into the Wiltshire Council PEAS enabling it to access flood defence equipment and has drawn up a sandbag policy in order to prioritise their distribution. Check supplies annually and reorder if necessary. • The parish council participates in the “Ditch” letter scheme to encourage riparian owners to maintain their ditches and watercourses that if not maintained may cause internal property flooding or standing water on the highway. • The parish council has recruited flood warden/volunteers to assist in the event of an emergency. • Issue flood preparation advice to residents in advance of the wet weather season • The parish council advises residents to check their flood risk and take steps to protect their property from flooding. To sign up to the met office Weather Warnings: https://www.metoffice.gov.uk and/or the Environment Agency Flood warnings: https://www.gov.uk/sign-up-for-flood-warnings • The Parish Council has identified a list of gullies that if blocked will cause internal property flooding and provided this list to the area highway engineer

	<ul style="list-style-type: none"> • (Sites) have been identified as places of refuge. • Appendix 1 – e.g. Sandbag Policy • Appendix 3 – e.g. Phone/contact tree (e.g. key holders and people who have skills/and or may be willing to assist) • Appendix 2 – e.g. Persons identified as needing priority assistance (if known) • Appendix 4 – e.g. map to include locations of gullies and areas at risk of flooding properties. 	
ONLINE FLOOD RISK FORECAST	<p>Meaning Be aware. Keep an eye on the situation</p>	<p>General advice</p> <ul style="list-style-type: none"> • Check weather conditions • Check for updated flood forecasts on the Environment Agency website.
<p>FLOOD ALERT</p> 	<p>Meaning Flooding is possible. Be prepared</p>	<p>General advice</p> <ul style="list-style-type: none"> • Be prepared to act on your flood plan • Prepare a flood kit of essential items • Monitor local water levels and the flood forecast on Environment Agency website
<p>FLOOD WARNING</p> 	<p>Meaning Flooding is expected Immediate action required</p>	<p>General advice</p> <ul style="list-style-type: none"> • Move family, pets and valuables to a safe place • Turn off gas, electricity and water supplies if safe to do so • Put flood protection equipment in place

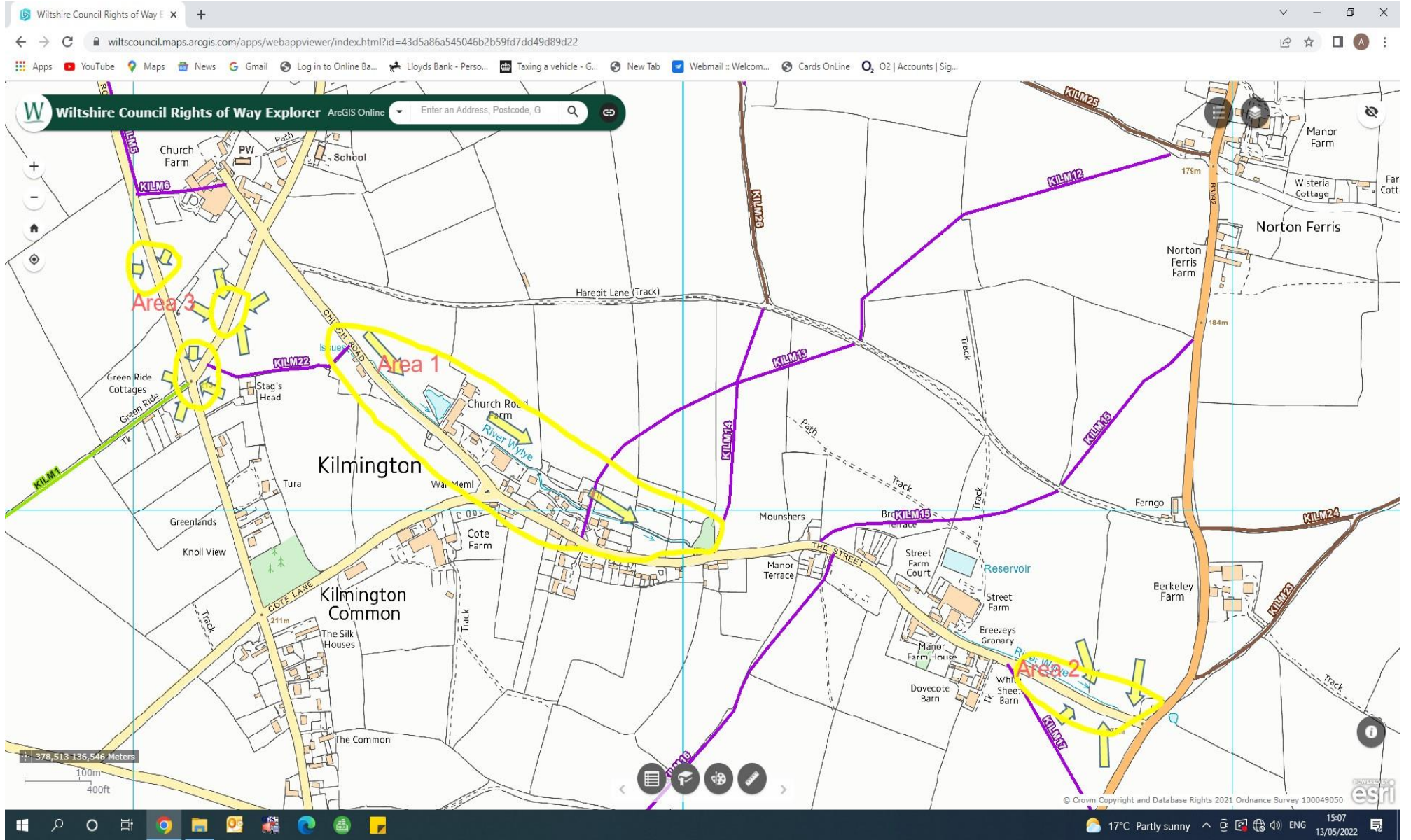
SEVERE FLOOD WARNING	Meaning Severe flooding	General advice <ul style="list-style-type: none">• Stay in a safe place with a means of escape
	Danger to life	<ul style="list-style-type: none">• Be ready should you need to evacuate• Co-operate with the emergency services• Call 999 if you are in immediate danger
WARNING NO LONGER IN FORCE	Meaning No further flooding is currently expected in your area.	General advice <ul style="list-style-type: none">• Be careful. Flood water may still be around for several days.• If you've been flooded, ring your insurance company as soon as possible.

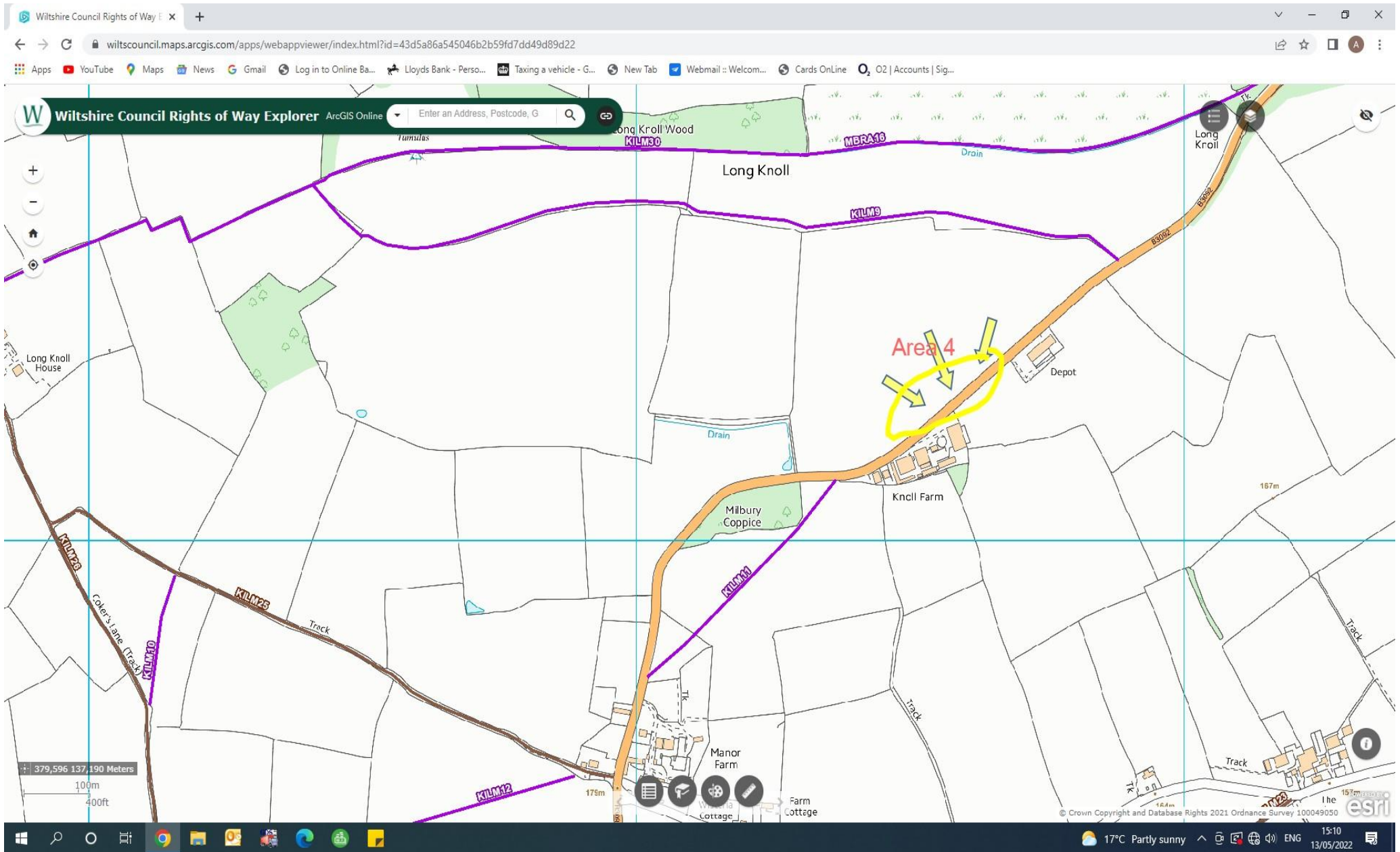
5B – Locations at risk of flooding: locations at risk of flooding/sources of flooding

Area number	Location at risk	Source of flooding	Direction of flooding
Area 1	Church Road and western part of The Street	Rising of River Wylde at Church Farm and field run-off	Water flows from west to east
Area 2	Eastern end of The Street at junction with B3092	Field water run-off and surface water run-off	Water flows from surrounding fields causing roadside ditches to overflow and flood highway

Area 3	Small areas of localised highway flooding at the bottom of Green Ryde, in the dip at Butts Lane and along New Road between Green Ryde & The Bungalow	Field water run-off and surface water run-off	Water flows from surrounding fields causing roadside ditches to overflow and flood highway and/or settle in low-lying areas.
Area 4	B3092 in the vicinity of Knoll Farm	Field water run-off and surface water run-off	Water flows from surrounding fields causing roadside ditches to overflow and flood highway and/or settle in low-lying areas

5C – Locations at risk of flooding: map showing direction of flooding





6A. Local flood actions

Area number	Location at risk	Action/trigger	Local action	Equipment required	Time required
Area 1	Church Road and western part of The Street	Flood warning	Dig out ditches and gullies adjacent to highway in order to help disperse water. Block the flow wherever possible if danger of flooding property	Volunteers, shovels, diggers. Sandbags, sheeting. Put out flood warning road signs.	1 hour & 30 mins
Area 2	Eastern end of The Street at junction with B3092	Highway flooding	Dig out ditches and pond at bottom of The Street and adjacent to highway in order to help disperse water.	Volunteers, shovels and diggers. Put out flood warning road signs.	1 hour
Area 3	Small areas of localised highway flooding at the bottom of Green Ryde, in the dip at Butts Lane and along New Road between Green Ryde & The Bungalow	Highway flooding	Dig out ditches and gullies adjacent to highway in order to help disperse water.	Volunteers, shovels and diggers. Put out flood warning road signs.	1 hour
Area 4	B3092 in the vicinity of Knoll Farm	Highway flooding	Dig out ditches and gullies adjacent to highway in order to help disperse water	Volunteers, shovels and diggers/machinery. Put out flood warning road signs. Local volunteer efforts may be ill-advised due to volume of traffic	

- **Road signs** – The Parish Council has access to some flood warning road signs.
- **Sandbags** - It is strongly advised that residents who are aware that their homes are at risk of flooding to obtain sandbags from a builders' merchant to enable early preparation

6B – Local volunteers/flood wardens

Volunteers

Name	Role	Contact Details
Andrew Reeves	Flood Plan Co-ordinator	07966 244536
Andrew Reeves	Volunteer (Area 1)	07966 244536
Jonathan Hames	Volunteer (Area 2)	07990 583611
Chris Webster	Volunteer (Area 3)	07795 844627
	Volunteer (Area 4)	

Note to volunteers – Flood water is dangerous. Remember that you should not put yourself or others at risk. The emergency services are responsible for ensuring public safety and co-ordinating the incident response.

6C – Important telephone numbers

Organisation	Telephone Number
Flood line –	0345 988 1188 (24 hour service)
Kilminster Parish Council (Parish Clerk)	01747 840371 (NOT 24 hour service)
Flood Plan Co-ordinator	07966 244536 (Andrew Reeves – NOT 24 hour service)
Environment Agency Incident Line	0800 80 70 60 (24 hour service)
Wiltshire Council	0300 456 0105.
Wiltshire Council – out of hours select Highways	0300 456 0100
Gas Emergency	0800 111 999
Electricity emergency	0800 072 7282
Wessex Water Sewage Hotline	0345 850 5959 (24 hour service)
Emergency –Police, Fire & Rescue, Ambulance	999
Police (Inform & report non emergency)	101
Place of Safety (Home Guard Club)	Landline opening hours only 01985 844458

6D – Available resources

Resource	Contact details	Location
Tractor & trailer	Andrew Reeves 07966 244536 Chris Reeves 01985 844894	Cote Lane Cote Lane
Four wheel drive vehicle	Andrew Reeves 07966 244536	Cote Lane/The Street
Home Guard Club – place of refuge	See 6C above	The Common (New Road)
Church – place of refuge		
Help to get prescriptions, supplies		
Handyman help to secure properties etc.		

6E Arrangements between authorities

ORGANISATION(S)	AGREED ARRANGEMENT
Environment Agency	<ul style="list-style-type: none"> • Issues flood warnings for flooding from rivers, the sea and groundwater • Receives and records details of flooding incidents • Monitors the situation and advises other organisations • Deals with emergency repairs and blockages on main rivers and own structures • Responds to pollution incidents • Advises on waste disposal issues
Wiltshire Council	<ul style="list-style-type: none"> • Co-ordinates emergency arrangements • Maintains safe conditions on the roads • Puts flood warning signs on the highway • Organises road closures and traffic diversions • Clears blockages on highway drainage systems • May take action to protect property from flooding by water from the highway where there is a failure of the highway drainage system • Provides emergency assistance including providing sandbags

Kilminster Parish Council	<ul style="list-style-type: none"> • Implement community flood plan actions
Fire & Rescue Service	<ul style="list-style-type: none"> • Responds to all emergency incidents as required • Assists the public where a need is identified and the use of Fire Service personnel and equipment is required
Wessex Water	<ul style="list-style-type: none"> • Clears blockages in public sewers • May take action to protect property from flooding by water from the public water mains or discharges from the public sewerage systems.
Electricity, gas & telecommunication companies	<ul style="list-style-type: none"> • Attends to emergencies relating to their service at properties where life is at risk as a result of flooding. • Attends to flooding emergencies at their own serviced installations
Property Owners	<ul style="list-style-type: none"> • Move to safe area if life at risk • Prevent water from entering property if possible • Switch off electricity and gas supplies at mains • Move valuable possessions above areas liable to be flooded
Flood plan co-ordinator	<ul style="list-style-type: none"> • Is aware of the current situation • Contacts flood wardens or volunteers and advises on actions to prepare for flooding • Liaises with the local authority, Environment Agency and other organisations • Updates the flood wardens if the situation changes • Maintains emergency contacts
Flood wardens/volunteers	<ul style="list-style-type: none"> • Acts on the advice received from the flood plan co-ordinator or their assistant • Puts flood protection measures in place • Helps and advises vulnerable people and helps move them to safety early if required • Informs the community of the situation and advises them to prepare by moving cars, putting sandbags or floodboards in place, etc

7. After a flood

Please see the Environment Agency Document – ‘What to do Before, During & After a Flood’

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/403213/LIT_5216.pdf