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Date: July 2016



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TO: ALL PARISH CLERKS

Dear Sir/Madam

BRAINTREE DISTRICT COUNCIL – EMERGENCY PLANNING INFORMATION

We are currently in the process of updating Emergency Planning Information and would be obliged if you would confirm that the Emergency Contact details for your Parish contained within your Parish Community Resilience Plan are correct.

Please could you also make any necessary amendments or additions to the attached Plan, and return it to us by Friday 16th September 2016. In addition to the information required, please can you inform us if there is Wi-Fi availability in any of your Emergency Accommodation buildings within your area.

We will contact the Schools, Academies and Colleges separately to update their information enclosed within the Community Emergency Plans. The Environment Agency is also keen to collect further information for their records in regards to town's and Parishes, of which a briefing note is attached with contact information, you should also be receiving printed material from the EA within the next week.

Thank you for your ongoing support and assistance in ensuring that Braintree District Council and the Town & Parish Councils can work in partnership to improve community resilience for the district.

Yours faithfully

A handwritten signature in blue ink, appearing to be "Mark Wilson".

Mark Wilson
Emergency Team Manager