



Edenbridge Town Council



Town Clerk: Caroline Leet

Emergency Planning | 22 Jul 2019 | Full Agenda (Excludes Confidential Items) | v:1

To Councillors: J Aldridge (*Vice-Chair*), A Baker, A Damodaran, A Layland, M McArthur (*Chair*), S McGregor, P Smith, B Todd.

An EMERGENCY PLANNING COMMITTEE meeting will be held at 7:30 pm on 22 July 2019 at Rickards Hall.

Agenda

1 - Apologies	2
2 - Declarations of Interest, or Predeterminations (Councillors only)	2
3 - To elect the Committee Chairman	2
4 - To elect the Committee Vice-Chairman	2
5 - To confirm co-opted committee members	2
6 - To receive and sign minutes of emergency planning committee 4 February 2019	2
7 - Matters arising from the Minutes not covered elsewhere	2
8 - Financial Matters	2
8.1 - Current budget and expenditure up-date	2
9 - Review of Activity Since Last Meeting	2
9.1 - Flood alert stand-by	2
10 - Forthcoming Activities	3
10.1 - Flood Warden Training	3
10.2 - Radio Training for new Committee Members	3
10.3 - Recruitment of Volunteers	3
11 - Information Exchange	3
11.1 - Kent Police Service	3
11.2 - Kent Fire & Rescue Service	3
11.3 - Sevenoaks District Council Emergency Planning Officer	3
11.4 - Edenbridge First Responders	3
11.5 - Open round table comments from Members, if any	3
12 - Date and Venue of Next Meeting	3
13 - News Release	3
Annex 1 EPC Finance to 30 June 2019	4

1 **Apologies**

2 **Declarations of Interest, or Predeterminations (Councillors only)**

3 **To elect the Committee Chairman**

4 **To elect the Committee Vice-Chairman**

5 **To confirm co-opted committee members**

Co-option provides non-councillor committee members with the opportunity to speak at meetings (though not to vote on decisions) and also insurance cover during activities.

The list of existing and proposed individual co-optees is currently as follows:

Helen Doyle, Rose Briggs, Ben Brownless, Charles Laver, John Martin, Lesley Martin, Steve Mercer, Robert Peters, Paul Byrne, Richard Rooth, Helen Burgess, Jill Davison, Rev Stephen Mitchell, Helen Jackman, Jenny Brown, Mary Grieve, Marjorie Johnson, Margaret Watts, Jan Hart, Doreen Howe, Gwen Chappell, Wendy Sneyd, Linda Brown, Vicki Raeburn-Ward, Ronnie Pearman, Gill New, Sue Cash, Gill Lambert, Sara Young.

Do members wish to confirm co-opted members as per the above list?

6 **To receive and sign minutes of emergency planning committee 4 February 2019**

7 **Matters arising from the Minutes not covered elsewhere**

None

8 **Financial Matters**

8.1 **Current budget and expenditure up-date**

The budget and expenditure up-date to 30 June is attached for members' information.

 Annex 1: EPC Finance to 30 June 2019

9 **Review of Activity Since Last Meeting**

9.1 **Flood alert stand-by**

The w/c 10 June saw warning of torrential rain and potential run-off flooding. ETC was asked to help with sandbags for one property affected by gulley flooding. The radio sets were charged as a precaution, but the storms passed without further reported incident.

10 Forthcoming Activities

10.1 Flood Warden Training

Kent Resilience Forum provided flood warden training for Edenbridge in October 2015, covering points such as roles and responsibilities, water safety, and emergency procedures - **do members wish to request a training session to update from Kent Resilience Forum in Edenbridge?**

10.2 Radio Training for new Committee Members

A number of committee members are trained and have licences to use radios in an emergency.

Are there new committee members interested in training to support local communications when needed?

10.3 Recruitment of Volunteers

Given recent reduction in committee membership, **do members have ideas for recruitment of volunteers?**

11 Information Exchange

11.1 Kent Police Service

11.2 Kent Fire & Rescue Service

11.3 Sevenoaks District Council Emergency Planning Officer

11.4 Edenbridge First Responders

11.5 Open round table comments from Members, if any

12 Date and Venue of Next Meeting

Monday 4 November 2019, at 7.30pm in Rickards Hall

13 News Release

Are there any items from this meeting members wish to be the subject of a news release?

Income for Emergency Planning		Budget	Actual	Balance	Expenditure for Emergency Planning			Budget	Actual	Balance
Allocation from Precept		360.00	180.00	180.00		Equipment/Tools	110.00	0.00	110.00	
Sundry Receipts		0.00	0.00	0.00		Others	235.00	0.00	235.00	
		360.00	180.00	180.00		Training	15.00	0.00	0.00	
							360.00	0.00	360.00	