



# Edenbridge Town Council



Town Clerk: Caroline Leet

Emergency Planning | 04 Nov 2019 | Short Agenda (Excludes Confidential Items) | v:1

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

Notice is hereby given of an Emergency Planning Committee Meeting to be held in Rickards Hall on 4 November 2019 at 7:30 pm, which Councillors are summonsed to attend.

Town Clerk  
30 October 2019

To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Council Meetings may be recorded. Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made

**Following the meeting committee members will have an opportunity to familiarise themselves with the emergency equipment stored in Doggetts Bam.**

## Agenda

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1 **Apologies**

2 **Declarations of Interests, or Predeterminations (councillors Only)**

Including any interests not already registered

3 **To receive and sign minutes of emergency planning committee 22 July 2019**

4 **Matters Arising from The Minutes Not Covered Elsewhere**

5 **Financial Matters**

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

The budget and expenditure up-date to 30 September is attached for members' information. The figures do not show the radio licence fees which fall due in November, nor expenditure for any committee activity so far this year, with the bad weather months still ahead.

 Annex 1: budget to date.pdf

5.2 **Committee budget for 2020/21**

The annual budget for the committee is £360.

**What figure do members wish to recommend for the next financial year 2020/21?**

6 **Review of Activity Since Last Meeting**

6.1 **Flood alert stand-by**

The Emergency Plan was updated in August, including details of the change of Clerk, and circulated to committee members.

7 **Forthcoming Activities**

7.1 **Flood Warden training - verbal update**

7.2 **Radio foundation licence training - verbal update**

8 **Information Exchange**

8.1 **Kent Police Service**

8.2 **Kent Fire & Rescue Service**

8.3 **Sevenoaks District Council Emergency Planning Officer**

8.4 **Edenbridge First Responders**

8.5 **Open round table comments from Members, if any**

9 **Date and Venue of Next Meeting**

Provisionally: Monday 10th February at 7.30pm in Rickards Hall **To be confirmed**

10 **News Release**

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