



Edenbridge Town Council



Town Clerk: Caroline Leet

Emergency Planning | 10 Feb 2020 | Full Agenda (Excludes Confidential Items) | v:1

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

An EMERGENCY PLANNING COMMITTEE meeting will be held at 7:30 pm Monday 10 February 2020 at Rickards Hall.

Agenda

1 - Apologies	2
2 - Declarations of Interest, or Predeterminations (Councillors only)	2
3 - To Receive and Sign Minutes of Emergency Planning Committee 4 November 2020	2
4 - Matters arising from the Minutes for Report and Not Elsewhere on the Agenda	2
5 - Co-optation of Committee Members	2
6 - Financial Matters	2
6.1 - Current budget and expenditure up-date	2
6.2 - Committee budget for 2020/21	2
7 - Flood Event December 2019	2
8 - Review of Activity since Last Meeting	2
9 - Forthcoming Activities	3
9.1 - Radio foundation licence training	3
9.2 - First aid and equipment check	3
10 - Information Exchange	3
10.1 - Kent Police Service	3
10.2 - Kent Fire & Rescue Service	3
10.3 - Sevenoaks District Council Emergency Planning Officer	3
10.4 - Edenbridge First Responders	3
10.5 - Open round table comments from Members, if any	3
11 - Date and Venue of Next Meeting	3
12 - News Release	3

1 **Apologies**

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

3 **To Receive and Sign Minutes of Emergency Planning Committee 4 November 2020**

4 **Matters arising from the Minutes for Report and Not Elsewhere on the Agenda**

None

5 **Co-option of Committee Members**

Following offers of additional future help during the December flooding event, it is proposed to co-opt the following as a members of the committee: Mick Cross, Nick Harris, Bob Hart, Mark Ilsley, Jim Kimber, Steven Knightley, Malcolm Rogers, Colin Thurston, and Richard Williams.

Do members support this proposal?

6 **Financial Matters**

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

The budget and expenditure up-date to 31 December will be available at the meeting for members' information. The figures show the annual radio licence fee which fell due in November, but not yet the five-year business radio simple licence (due 31 March) nor expenditure for committee activity so far this year.

6.2 **Committee budget for 2020/21**

The annual budget for the committee has been confirmed as £360

7 **Flood Event December 2019**

The committee chairman will provide a verbal report and raise action points for the committee to consider.

8 **Review of Activity since Last Meeting**

Flood Warden training - verbal update and registrations

Seven committee members attended the training arranged at SDC offices at the end of November, and a verbal report will be given. It became clear that many committee members previously trained were not currently registered with Kent Resilience Forum, and had not received the registration form circulated last year for the purpose. These forms will be provided at the meeting, and also electronically, to remedy this.

9 Forthcoming Activities

9.1 Radio foundation licence training

The course available at Eltham at the beginning of this month was already full by early January. The next known opportunity is being held in Bromley, dates being 4th and 18th October. It is suggested anyone interested contacts Bromley and District Amateur Radio Society direct. The deputy clerk has the contact details.

9.2 First aid and equipment check

The annual check of the committee's equipment and first aid kits is now due. Two or three committee members are needed to carry this out - volunteers please?

10 Information Exchange

10.1 Kent Police Service

10.2 Kent Fire & Rescue Service

10.3 Sevenoaks District Council Emergency Planning Officer

10.4 Edenbridge First Responders

10.5 Open round table comments from Members, if any

11 Date and Venue of Next Meeting

Monday 26th October at 7.30pm in Rickards Hall

12 News Release

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