



Town Clerk: Caroline Leet

Emergency Planning | 28 Mar 2022 | Full Agenda (Excludes Confidential Items) |
v:1

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

An EMERGENCY PLANNING COMMITTEE meeting will be held at 7:30 pm Monday 28 March 2022 at Rickards Hall.


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1 Apologies

2 Declarations of Interest, or Predeterminations (Councillors only)

3 To receive and sign minutes of emergency planning committee on 22 November 2021

 Emergency Planning | 22 Nov 2021 v.1 | Minutes (Pages 9636 to 9638)

4 Matters Arising from The Minutes Not Covered Elsewhere

5 Committee Membership

5.1 Resignation of Committee Members and Co-Option

Long-term volunteer Margaret Watts has regretfully resigned from the committee after many years of support, previously available to help staff a Rest Centre if necessary. Nick Harris has also resigned, but may be able to return in future. It is proposed to co-opt Michael Gemmell Smith to the committee.

Do members support the co-option?

6 Financial Matters

6.1 Current Budget and Expenditure Up-Date

The budget and expenditure up-date to 23 March is attached. The figures include the annual radio licence which fell due in November. See item 7.2 for proposed expenditure from the remaining committee budget in this financial year.

 Annex 1: EPC Budget Mar 2022.pdf

6.2 Committee Budget

The annual budget for the committee was confirmed at £360 for the financial year about to commence.

7 Review of activity since last meeting

7.1 Weather events

During the last few months the close occurrence of storms Dudley and Eunice nationally in February was the most significant, with the committee being on “standby” to support the community if needed, and their availabilities requested. The “walkie talkie” radios were charged ready, but not needed, and office staff worked from home after mid-morning as travel became inadvisable. Power outage occurred in the northern end of Edenbridge for

about 12 hours, and to the east around Hever and Four Elms for a similar period. Local trees did not cause much damage - one fell across Hartfield Road on Stick Hill, another across Mill Hill from Blossoms Park, and both were cleared promptly through Council contacts.

7.2 Outstanding actions

There are still a number of outstanding actions identified at the previous committee meeting which need to be pursued:

- Convene a multi-agency meeting including Kent Highways, District Council, Environment Agency, and Police, with the Town Council - there will be a verbal report at the meeting
- Investigate function of the Southern Water pumping station
- Investigate the possibility of adding extra gully drains in Crouch House Road - discussions are under way with Kent Highways
- Arrange a residents' information meeting, with Environment Agency - further flooding scenario information has meanwhile been added to the Council's website
- Check the Environment Agency debris screens - an update to the locations map has been requested, to confirm existing and any new positions

Investigation of super-fast mobile phone chargers for emergency use has been carried out, also the alternative of battery packs for use in event of power outage, which could be charged in advance at the time of a storm warning, as the radios are.

It is recommended that the committee purchases both options: an Anker Power Port six-port superfast mains-charging facility, and a pack of assorted connecting cables at a combined price of £60, which could charge six devices at once; plus an Anker Power Bank, portable charger. The latter has the capability of charging three devices at once (iPhone, iPad, Galaxy, Android and other smart devices) and holds enough power to charge six "normal" devices before it needs to be re-charged itself. Current price £55 plus VAT.

There is sufficient funding in the committee's remaining budget overall to make these purchases before the year end. **Do members support the recommendation to purchase the equipment which will recharge volunteers' mobile phones in use during an emergency response?**

7.3 Covid-19 response

It is still not planned to reopen the office to members of the public for the time being, but residents can continue to access services and the sale of waste and garden bags by maintaining social distancing outside the office.

The system established by the Town Council for community support still exists, and could be re activated if necessary. A number of one-to-one support arrangements continue between residents - which grew out of the volunteering activity last year.

The collective Edenbridge Community response won an award in the Sevenoaks District Council's Community and Voluntary Awards, presented at the awards evening in Sevenoaks earlier this month.

8 Forthcoming Activities

8.1 Training opportunities and Emergency Planning Exercise

A verbal report will be given at the meeting.

8.2 Update of Edenbridge Emergency Plan

Review of the town's Emergency Plan is yet to take place.

8.3 Communication to residents in vulnerable properties regarding flood preparedness

A verbal report will be given at the meeting.

8.4 Annual check on Emergency Planning equipment

The Vice-chairman and Robert McKillop have carried out the first stage of checking the radio equipment, including re-programming.

9 Information Exchange

9.1 Kent Police Service

9.2 Kent Fire & Rescue Service

9.3 Sevenoaks District Council Emergency Planning Officer

9.4 Edenbridge First Responders

9.5 Open round table comments from Members, if any

10 Date and Venue of Next Meeting

11 News Release

Financial Budget Comparison

for Emergency Planning Committee

Comparison between 01/04/21 and 22/03/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

	2021/22	Reserve	Actual Net	Balance	2022/23	
INCOME						
Emergency Planning Committee						
500	EP Allocation from Precept	£339.15	£0.00	£339.15	£0.00	£360.00
505	EP Sundry Receipts	£0.00	£0.00	£0.00	£0.00	£0.00
Total Emergency Planning Committee		£339.15	£0.00	£339.15	£0.00	£360.00

Financial Budget Comparison

for Emergency Planning Committee

Comparison between 01/04/21 and 22/03/22 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

	2021/22	Reserve	Actual Net	Balance	2022/23	
EXPENDITURE						
Emergency Planning Committee						
5000	EP Equipment/Tools	£110.00	£0.00	£55.60	£54.40	£110.00
5010	EP Licences	£235.00	£0.00	£112.50	£122.50	£235.00
5011	EP Training	£15.00	£0.00	£0.00	£15.00	£15.00
Total Emergency Planning Committee		£360.00	£0.00	£168.10	£191.90	£360.00