

To Councillors: J Aldridge (*Vice-Chairman*), A Baker, S Compton, M Gemmell Smith, C Jacques, M McArthur (*Chair*), S McGregor, J Streets.

The current co-opted Members:

Paul Byrne; John Martin; Robert McKillop, Robert Peters; Richard Rooth; Kathy Staff; Colin Thurston; Community Warden.

An EMERGENCY PLANNING COMMITTEE meeting will be held at 7:30 pm Monday 23 September 2024 at Rickards Hall.

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Meeting Papers & Report

1 Apologies

2 Declarations of Interest, or Predeterminations (Councillors only)

The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.

3 To receive and sign minutes of Emergency Planning Committee on 22 April 2024 046/01-3

 Emergency Planning | 22 April 2024 v.1 - Minutes (Pages 2023-046/1-3)

4 Financial Matters

4.1 Budget and expenditure 2024-25

Budget for 2024-24 is £345 to include the radio licences, equipment and training. Total expenditure to date include £25 for a replacement mobile phone charger. Licences usually cost £112.50 (yet to receive invoiced).

Do Members have any questions?

5 Review of activity since last meeting

5.1 Annual check on Emergency Planning Equipment

Cllr Jacques and the Community Warden have carried out a thorough check of the emergency equipment held by the Council at the Town Council offices and the WI Hall.

Update will be provided at the meeting.

Do Members have any questions?

5.2 Emergency Plan Review and update

Cllr McArthur has taken a look at the Plan dated November 2021. Proposals will be presented at the meeting for discussion.

Members to discuss and consider updates to be done.

5.3 Communications resilience update

There continues to be no licensed radio amateurs at SDC. There has been conversations at SDC regarding the possibility of an alternative patch through system, but there remains no viable solutions for Edenbridge currently. Cllr McArthur and Robert McKillop have investigated options also, but does require support of SDC. A verbal update will be given at the meeting.

6 Forthcoming Activities

6.1 **Resident information**

The Town Council's website does carry useful information and links. There was also a recent website and Facebook post as part of **National Preparedness Month**, encouraging all residents to take steps toward being prepared for emergencies and local impacts. Whether it's severe weather, flooding, or a utility outage, being ready can make a significant difference in how you, your family, and your community respond. A flyer was also put up in Council websites (see the attached).

Do Members have any questions?

<https://www.edenbridgetowncouncil.gov.uk/flood-advice-and-information/>

<https://www.edenbridgetowncouncil.gov.uk/news/>

[Annex 1: 202408-029 KMRF 5 things KALC poster A4 MR ZK FINAL \[Home print\] \(2\).pdf](#)

6.2 **Recruitment of co-optees**

Do Members want to consider a recruitment of volunteers?

7 **Information Exchange**

7.1 **Kent Police**

7.2 **Kent Fire & Rescue Service**

7.3 **Sevenoaks District Council Emergency Planning Officer**

7.4 **Edenbridge First Responders**

8 **News Release**

9 **Date of Next Meeting - 24 February 2025**

5 steps to become better prepared

STEP

1

Make an emergency grab bag – consider:

- Torch
- Keys
- Medication
- First aid kit
- Toiletries
- Important documents
- Radio and batteries
- Money and credit cards
- Clothing and blankets
- Mobile phone and charger
- Pet food
- Food and water
- Emergency contacts



STEP

2

Make a 'Household Emergency Plan'

Make an emergency plan for your home and practice it with your household. Your plan should include: contact numbers, how to turn off your gas, electricity and water, and sources of information and advice.



STEP

3

Sign up for weather and flood alerts

- Sign up for Met Office weather alerts: www.metoffice.gov.uk
- Get Environment Agency Flood Warnings: www.gov.uk/sign-up-for-flood-warnings



STEP

4

Check your flood risk

Check your home's flood risk by visiting the Environment Agency website at www.gov.uk/check-long-term-flood-risk



STEP

5

Join the Priority Services Register

The Priority Services Register is for customers who may need additional support in a utility outage. Find out if you or a relative is eligible to sign up for this free service by visiting www.thepsr.co.uk



Scan the QR codes for more information or visit www.kentprepared.org.uk/5-steps

Are you
emergency
ready?

Kent and Medway
prepared

202408-029