

Minutes of the EDENBRIDGE EMERGENCY PLANNING COMMITTEE held at Rickards Hall at 7.30 pm on Monday 6 February 2017

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Present: Cllrs M V McArthur (Chairman), R Bell, Mrs J Davison, R Davison (ex officio), A Layland, S McGregor (ex officio), B Todd (Vice-chairman); and K Jeffries-Elliott, and R Rooth

In attendance: K Staff - Deputy Town Clerk,  
There were no members of the public and no press present.

**1. Apologies for absence**

Apologies were received received from B Brownless, S Cash, J Edwards, D Johnson, V Pearman, L Brown, J Martin, T Norton, M Watts.  
Cllrs J Barnett and T Bryant were absent.

**2. Declarations of Interest**

None were declared by the Councillors present.

**3. To receive and sign minutes of the Emergency Planning Committee meeting held 7 November 2016**

Resolved: that the minutes be signed as a true and accurate record of the meeting

**4. Matters arising from the minutes not covered elsewhere**

**4.1 Amateur radio skills training and exercise**

Members noted two councillors had requested to attend the foundation licence course. The practice exercise had yet to be arranged. Cllr J Davison offered to hand over her allocated radio when new people had been trained.

**4.2 Edenbridge Multi Agency Technical Flood Group**

It was noted the proposed meeting of this group had not yet been arranged. Members would be given the opportunity to express an interest in attending once this was arranged.

**5. Financial matters**

Members noted the budget and expenditure up-date to 31 December and that the grant funding from SDC for the aerials installation at the Depot was shown under sundry receipts, and the matching expenditure was shown under equipment/tools. There was £50 remaining of the original £200 budget allocation to this committee for 2016/17.

The budget for 2017/18 had been increased by £75 to cover the increased cost of the new radio licence.

**6. Review of activity since last meeting**

**6.1 Drainage issues**

Members noted meetings had been held with KCC Highways to discuss surface water drainage and insufficient gully points to capture field run-off. Blocked gullies had been cleared promptly when reported in the High Street but it was accepted that there are ongoing problems in Crouch House Road and Lingfield Road, and in Waitrose car park. Substantial investigations underground were planned to commence 8 February. The need to encourage landowners to carry out ditching to remove debris following hedge-cutting was also noted.

**6.2 Survey of the River Eden**

It was noted the committee chairman and vice-chairman were included in a small group of town councillors which received a briefing on the initial report from a survey of

structures on the upper reaches of the River Eden. This was carried out by Kent Wildlife Trust on behalf of the Environment Agency. The Trust next wished to arrange a wider meeting of stakeholders/riparian landowners, to make a presentation and consult on proposals for the future. The Council as a community stakeholder, responsible for the retention dam off Town Field east of the Great Stone Bridge, had offered to host this meeting in Rickards Hall – date as yet unknown.

**7. Forthcoming activities**

**7.1 Audit of equipment and first aid supplies**

An annual equipment stock take and First Aid kit check was due in the next month, and it was

Resolved: that Cllr Todd, K Jefferies-Elliott and R Rooth would volunteer to help

**7.2 Edenbridge Community Emergency Plan revision**

The Emergency Plan has been updated to reflect the new communications equipment and its usage, but a review of properties at risk is still outstanding. It was

Resolved: that Cllrs R Todd, S McGregor, and also R Rooth would assist with this activity

Additionally, KFRS have requested that we consider adding information on open water sources such as ponds, tanks, and swimming pools, to the Emergency Plan, which could be used to help extinguish a fire, and which would be replenished free of charge afterwards. It was

Resolved: members would report any such resource to the committee chairman for inclusion.

**8. Information Exchange**

**8.1 Kent Police Service**

No representative was present

**8.2 Kent Fire & Rescue Service**

No representative was present

**8.3 Sevenoaks District Council Emergency Planning Officer**

A new officer had just been confirmed in post, appointed from within SDC team

**8.4 Edenbridge First Responders**

No representative was present

**8.5 UK Power Networks – power extra help**

Members noted UKPN campaign to encourage more vulnerable residents to register for support at times of power cut, leaflets were available, and that the Council's winter newsletter had included information on this.

**9. DATE AND VENUE OF NEXT MEETING**

Monday 3<sup>rd</sup> July 7.30pm at the Sports Pavilion, Lingfield Road Recreation Ground

**10. PRESS RELEASE**

Members wished the UK Power Networks campaign to be the subject of a Press Release

The meeting closed at 8.05pm.