

Minutes of the EDENBRIDGE EMERGENCY PLANNING COMMITTEE held at Rickards Hall at 7.30 pm on Monday 5 November 2018

Present: Cllrs Mrs J Davison, A Layland, S McGregor, G Middleton, M Robson, Z Roberts Smith, and B Todd (Vice-chairman), and L Abel (KFRS), J Martin, G New, R Rooth

In attendance: K Staff – Deputy Town Clerk,

There were no members of the public present, and no press.

1. APOLOGIES FOR ABSENCE

Apologies were received, noted and accepted from Cllrs M V McArthur (chairman) – work commitment, R Bell – unwell, and T Bryant (work commitment), and also received and noted from S Cash, H Jackman, L Martin, R McKillop.

2. DECLARATIONS OF INTEREST

None were declared by the Councillors present.

3. TO CONFIRM CO-OPTION OF COMMITTEE MEMBER

Members considered the proposal to add Robert McKillop to the list of co-opted non-councillor members, and

Resolved: to confirm Robert McKillop as a co-opted member, bringing the benefit of his radio communications experience to the committee.

4. TO RECEIVE AND SIGN MINUTES OF THE EMERGENCY PLANNING COMMITTEE MEETING HELD 2 JULY 2018

Resolved: that the minutes be signed by the vice-chairman as a true and accurate record of the meeting

5. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE, none

6. FINANCIAL MATTERS

6.1 Current budget and expenditure update

Members noted the position up to 30 September 2018, and that the need to replace the set of batteries for the licence-holders' radios had been identified during the refresher training (see item 7.1). Ahead of the forthcoming exercise (see item 8.1) the committee chairman and vice-chairman had approved purchase of a set of 13 batteries at £289.30 (ex VAT), and members

Resolved: to endorse the above expenditure from Depreciation budget heading.

6.2 Committee budget for 2019/20

Members considered the current budget (£275) set to cover basic costs, and the guidance set by Council's Forward Planning Committee for next financial year. On the basis that potential equipment replacement requirements were as yet unknown (see item 8.2) and grant funding could be available, it was

Resolved: to propose a budget increase of 3% in line with the Forward Planning guidance.

7. REVIEW OF ACTIVITY SINCE LAST MEETING

7.1 Radio training refresher

Members noted that a short refresher training session for radio licence holders was held 10th October in Rickards Hall. Five committee members were able to attend.

7.2 Sevenoaks testing connection with Edenbridge

It was noted Sevenoaks DC radio equipment was operated by a member of Raynet to check the connection to Edenbridge base in Church Street last month, and it was confirmed the signal was good over to Sevenoaks, and likewise there was good coverage further than expected along the Eden Valley towards Tonbridge.

8. FORTHCOMING ACTIVITIES

8.1 Exercise Eden

In the absence of Sevenoaks' emergency planning officer there was no further update on the activity being organised for 30th November, basic details previously circulated to members by the committee chairman. Members with radio licences had been asked to confirm their availability for the exercise, the main purpose of which was to test Sevenoaks' emergency plan, and the use of the Leisure Centre as a rest centre.

8.2 To arrange the annual equipment audit

Volunteers were sought to carry out this key task, and it was

Resolved: Cllrs Todd and Layland with Robert McKillop would do this, with a view to establishing what equipment replacements were necessary, and the potential costs.

8.3 To review the Edenbridge Community emergency Plan

Volunteers were sought to carry out the review, to establish if any amendments were needed, and it was

Resolved: that Cllrs Todd and Robson, with Robert McKillop, would undertake the review.

9. INFORMATION EXCHANGE

9.1 Kent Police Service

No-one in attendance. Members were advised that the Town Council had been informed by the Kent Police and Crime Commissioner of the intention to close and sell the Edenbridge police office, with officers to be accommodated within the Fire Station building. The item would be on the November Council meeting agenda.

9.2 Kent Fire & Rescue Service

Lee Abel confirmed the plan to co-locate the local police presence and fire crew, and that preparations were under way within the building. The campaign by KFRS to recruit on-call firefighters for the Edenbridge station had now reached the target of 16-17 personnel, but it could take up to two years to bring the new recruits through training. The ambition was still the ability to staff Edenbridge Fire Station 24/7 with local crews and managers.

9.3 Sevenoaks District Council Emergency Planning Officer

Not present

9.4 Edenbridge First Responders

None, not in attendance

9.5 Open round table comments from Members, if any

Items raised included the usefulness of co-location of emergency services, and the type of radios best suited for readiness for immediate response to emergency situations.

10. DATE AND VENUE OF NEXT MEETING

Monday 4 February 2019 7.30pm at Rickards Hall

11. PRESS RELEASE

Press Release to be issued on involvement with Exercise Eden when it takes place.

The meeting closed at 8.10 pm.