



# Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



To: Cllrs M McArthur (chairman), B Todd (vice-chairman), J Aldridge, A Baker, A Damodaran, A Layland, S McGregor, and P Smith, and all members of the Emergency Planning Committee

**An EMERGENCY PLANNING COMMITTEE meeting will be held 7.30pm Monday 22 July 2019 at Rickards Hall**

## AGENDA

1. APOLOGIES
2. DECLARATIONS OF INTERESTS, OR PREDETERMINATIONS (Councillors only)  
Including any interests not already registered
3. TO ELECT THE COMMITTEE CHAIRMAN
4. TO ELECT THE COMMITTEE VICE-CHAIRMAN
5. TO CONFIRM CO-OPTED COMMITTEE MEMBERS
6. TO RECEIVE AND SIGN MINUTES OF EMERGENCY PLANNING COMMITTEE 4 February 2019
7. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE
8. FINANCIAL MATTERS
  - 8.1 Current budget and expenditure up-date
9. REVIEW OF ACTIVITY SINCE LAST MEETING
  - 9.1 Flood alert stand-by
10. FORTHCOMING ACTIVITIES
  - 10.1 Flood Warden training
  - 10.2 Radio training for new committee members
  - 10.3 Recruitment of volunteers
11. INFORMATION EXCHANGE
  - 11.1 Kent Police Service
  - 11.2 Kent Fire & Rescue Service
  - 11.3 Sevenoaks District Council Emergency Planning Officer
  - 11.4 Edenbridge First Responders
  - 11.5 Open round table comments from Members, if any
12. DATE AND VENUE OF NEXT MEETING  
Monday 4th November 2019, at 7.30pm in Rickards Hall
13. NEWS RELEASE

*Members of the public are welcome to observe this meeting, but are not permitted to speak.  
Public questions and statements can be taken at the beginning of the monthly meetings of full Council,  
Open Spaces and the Planning committee.*

Income for Emergency Planning	Budget	Actual	Balance	Expenditure for Emergency Planning	Budget	Actual	Balance
Allocation from Precept	360.00	180.00	180.00	Equipment/Tools	110.00	0.00	110.00
Sundry Receipts	0.00	0.00	0.00	Others	235.00	0.00	235.00
				Training	15.00	0.00	0.00
	<b>360.00</b>	<b>180.00</b>	<b>180.00</b>		<b>360.00</b>	<b>0.00</b>	<b>360.00</b>

## Report for Emergency Planning Committee 22 July 2019

### 5. CONFIRMATION OF CO-OPTED MEMBERS

Co-option provides non-councillor committee members with the opportunity to speak at meetings (though not to vote on decisions) and also insurance cover during activities.

The list of existing and proposed individual co-optees is currently as follows:

Helen Doyle	Rose Briggs	Ben Brownless
Charles Laver	John Martin	Lesley Martin
Steve Mercer	Robert Peters	Paul Byrne
Richard Rooth	Helen Burgess	Jill Davison
Rev Stephen Mitchell	Helen Jackman	Jenny Brown
Mary Grieve	Marjorie Johnson	Margaret Watts
Jan Hart	Doreen Howe	Gwen Chappell
Wendy Sneyd	Linda Brown	Vicki Raeburn-Ward
Ronnie Pearman	Gill New	Sue Cash
Gill Lambert	Sara Young	

**Do members wish to confirm co-opted members as per the above list?**

### 7. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE

None.

### 8. FINANCIAL MATTERS

8.1 Current budget and expenditure up-date

The budget and expenditure up-date to 30 June is attached for members' information.

### 9. REVIEW OF ACTIVITY SINCE LAST MEETING

9.1 Flood alert stand-by

The w/c 10 June saw warning of torrential rain and potential run-off flooding. ETC was asked to help with sandbags for one property affected by gully flooding. The radio sets were charged as a precaution, but the storms passed without further reported incident.

### 10. FORTHCOMING ACTIVITIES

10.1 Flood Warden training

Kent Resilience Forum provided flood warden training for Edenbridge in October 2015, covering points such as roles and responsibilities, water safety, and emergency procedures – **do members wish to request a training session to update from Kent Resilience Forum in Edenbridge?**

10.2 Radio training for new committee members

A number of committee members are trained and have licences to use radios in an emergency. **Are there new committee members interested in training to support local communications when needed?**

10.3 Recruitment of volunteers

Given recent reduction in committee membership, **do members have ideas for recruitment of volunteers?**

### 11. INFORMATION EXCHANGE

11.1 Kent Police Service

11.2 Kent Fire & Rescue Service

11.3 Sevenoaks District Council Emergency Planning Officer

11.4 Edenbridge First Responders

11.5 Open round table comments from Members, if any

### 12. DATE AND VENUE OF NEXT MEETING

Monday 4<sup>th</sup> November 7.30pm at Rickards Hall

### 13. NEWS RELEASE

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