

**Minutes of the EDENBRIDGE EMERGENCY PLANNING COMMITTEE held at Rickards Hall at 7.30 pm on Monday 22 July 2019**

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Present: Cllrs. M V McArthur (chairman), B Todd (Vice-chairman), J Aldridge, A Baker, A Damodaran, A Layland, S Mc Gregor, and P Smith;  
also P Byrne, J Davison, R Rooth, J Martin, G New, J Streets.

In attendance: Deputy Town Clerk,

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

**1. APOLOGIES FOR ABSENCE**

Apologies were received and noted from L Brown, S Cash, and R McKillop (and after the meeting L Abel (KFRS) – on operation)

**2. DECLARATIONS OF INTEREST**

None

**3. TO ELECT THE COMMITTEE CHAIRMAN**

Cllr M V McArthur was proposed as committee chairman, and there being no other nominations, members

Resolved: Cllr M V McArthur be elected committee chairman for the ensuing year.

**4. TO ELECT THE COMMITTEE VICE-CHAIRMAN**

Cllr B Todd was proposed as committee vice-chairman, and there being no other nominations, members

Resolved: Cllr B Todd be elected committee vice-chairman for the ensuing year.

**5. TO CONFIRM CO-OPTED COMMITTEE MEMBERS**

Members noted co-option provided non-councillor committee members with the opportunity to speak at meetings (though not to vote on decisions) and also insurance cover during activities.  
It was

Resolved: to confirm the list of individual co-optees 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
Robert McKillop	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	Rev Stephen Mitchell

**6. TO RECEIVE AND SIGN MINUTES OF THE EMERGENCY PLANNING COMMITTEE MEETING HELD 4 FEBRUARY 2019**

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

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

**8. FINANCIAL MATTERS**

**8.1 Current budget and expenditure update**

Members noted the position up to 30 June 2019.

**9. REVIEW OF ACTIVITY SINCE LAST MEETING**

**9.1 Flood alert stand-by**

It was noted 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**

Members noted Kent Resilience Forum provided flood warden training for Edenbridge in October 2015, covering points such as roles and responsibilities, water safety, and emergency procedures. It was

Resolved: to request from Kent Resilience Forum a training session in Edenbridge to update skills; also to arrange an opportunity for new members to see the emergency equipment stored at the Doggetts Barn, and the radio installation at the Depot

**10.2 Radio training for new committee members**

Two new members, Cllrs Baker and Damodaran, were interested in training to join those who had already gained licences to use radios in an emergency. It was

Resolved: to investigate upcoming opportunities for radio licence training

**10.3 Recruitment of volunteers**

Given recent reduction in committee membership, ways of attracting more volunteers were considered, and it was

Resolved: to use a range of approaches, including posters, the Council's website, direct contact with community groups, plus social media, to seek new volunteers for the variety of activities needed to cope with an emergency.

**11. INFORMATION EXCHANGE**

**11.1 Kent Police Service**

No-one in attendance.

**11.2 Kent Fire & Rescue Service**

No-one in attendance

**11.3 Sevenoaks District Council Emergency Planning Officer**

Not in attendance

**11.4 Edenbridge First Responders**

Members were advised that the group was stretched numerically but had, through arranging life-support training sessions in the local community, succeeded in attracting five more potential recruits – but there was a hold up in training them through SECAMB. Currently there were six Responders active in the group.

**11.5 Open round table comments from Members**

The frequency of Highways drain clearances was queried, for checking.

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

Monday 4 November 2019 at 7.30pm in Rickards Hall

**13. NEWS RELEASE**

The need for volunteers (item 10.3 above) was identified for a news release.

The meeting closed at 8 pm.