

**Minutes of the Emergency Planning Committee Meeting held on Wednesday 28<sup>th</sup> February 2024 at 6.30pm in Thurston Community Library, Norton Road, Thurston.**

**In Attendance:** Cllr Rainbow (Chair), Morris, Balaam, Moy, Bond and West. Deputy Clerk: Mrs Gladwell.

1. **OPENING** – Cllr Rainbow opened the meeting advising all of the protocol of reporting at meetings adopted by the Parish Council, would be enacted for this meeting. A copy of the Protocol is available from the Clerk or can be downloaded from the website: [Policies, Procedures and Strategy \(thurstonparishcouncil.uk\)](http://thurstonparishcouncil.uk)
2. **APOLOGIES FOR ABSENCE:**
  - a) Council to receive apologies for absence - None received.
  - b) Council to consent to accept apologies received - na
3. **DECLARATION OF INTEREST**
  - a) To receive declarations of disclosable pecuniary interests, other registerable and non-registerable interests detailed in Appendix B of the LGA Model Code of Conduct in items on the agenda – there were no declarations declared.
  - b) To note the determination of requests for dispensations – none had been received or determined prior to the meeting.
4. **MINUTES – to confirm acceptance of the minutes of the meetings held on:**
  - a) 11<sup>th</sup> October 2023 – all agreed that the minutes as presented were a true and accurate record of the meetings that took place, aif. The Chair signed the minutes in accordance with legislation.
5. **TO RECEIVE COMMENTS FROM THE MEMBERS OF THE PUBLIC PRESENT:**
  - a) On the agenda under discussion – no members of the public were present.
  - b) On any other matters relating to emergency plan matters within the village of Thurston – no members of the public were present.
6. **TO CONSIDER MATTERS RELATING TO EMERGENCY PLANNING FOR THURSTON:**
  - a) To review and consider any amendments to the adopted Emergency Plan for Thurston previously circulated to Councillors by the Deputy Clerk – it was noted that most minor amendments had been done and further highlighted amendments would be updated before a final draft is circulated. It was agreed that Appendix 6 be reworded to reference ‘pandemic’ and not ‘covid’ and would remain as part of the plan. It was agreed that the Pavilion should remain as a Premises for Emergency use as it has toilets and shower facilities. (Post meeting the Clerk confirmed that this building did not meet the criteria set by SCC for this type of premises therefore it will be removed)
  - b) To review and consider information provided on the website and within the emergency planning booklet that is available for public reference – it was agreed that all amendments would be updated in the booklet which would then be included in a future edition of the newsletter. It was agreed that any amendments be reflected in the website pages for Emergency Planning and all links would be checked.
  - c) To receive an update on the provision of new defibrillators – It was confirmed that the two new defibrillators planned for the Primary School and the Victoria PH had been ordered with an install date expected to be early March. It was noted that Thurston Primary School had been provided with a defibrillator by the DFE so would not now be hosting our public access one. Discussion took place around the possibility of other sites including Housing 21 and sub stations on new developments before it was agreed that the second defib should be sited at Cracknell Garage, aif.  
It was noted that the defibrillator at New Green office had been used recently and was now restocked and back live for use.  
It was noted that the recent Restart a Heart training session was attended by over 20 residents, many of which had sent emails expressing their appreciation of the learning experience.
  - d) To review and consider any recent flooding issues – It was noted that a resident had expressed

Signed.....

17.07.24

concerns regarding high water levels in Stoney Lane and Church Road in the vicinity of the watercourse that runs from Thurston to Beyton. Concerns that recent high rainfall has caused levels to reach as high as door thresholds was reported. It was agreed that this area be added to Appendix 2 in the Emergency Plan. It was confirmed that all were in agreement to attend and contribute to the proposed joint flooding group initiated by Beyton Parish Council.

- e) To review the SCC Fire & Rescue seasonal safety advice and consider any updates to circulated information – It was confirmed that a link to the advice had been added to the website and the information within it had been checked against the Council’s circulated information with no amendments recommended.

- 7. **TO CONFIRM THE DATE OF THE NEXT EMERGENCY PLANNING MEETING:** 17<sup>th</sup> July 2024 – time to be confirmed.
- 8. **CLOSE OF MEETING:** There being no further business to transact, the Chairman closed the meeting at 6.56pm.