

Minutes of the Emergency Planning Committee Meeting held on Wednesday 22th June 2022 at 6.00pm in Thurston Library.

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

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:
<https://thurstonparishcouncil.uk/parish-council/policies-procedures-and-strategy/>
2. APOLOGIES FOR ABSENCE –
 - a) No apologies for absence were applicable.
3. DISCLOSURE OF INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £50
 - a) To receive declarations of registerable and non-registerable interest(s) in items on the agenda and their nature including gifts of hospitality exceeding £50 – there were no declarations declared.
 - b) To note requests for dispensations – none had been received or determined prior to the meeting.
4. MINUTES – to confirm acceptance of the minutes of the meeting held on June 16th 2021 (*as previously circulated*) and agree authority be given to the Chair to sign the minutes outside of the meeting:
 - a) June 16th 2021 – all agreed that the minutes as presented were a true and accurate record of the meeting that took place, aif.
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 amendments to the adopted Emergency Plan for Thurston previously circulated to Councillors by the Deputy Clerk – the Deputy Clerk confirmed that she had contacted volunteers listed in the plan to ensure they were happy to continue. The new electricity substation on the Persimmon site has also been added.
Amendments and additions to include:
 - Cllr Balaam contact details
 - Location of BT cabinets
 - 4x4 vehicle – additional information details
 - Amend the ‘Premises for Emergency Use’ to include the new Primary School site and address, and to add the floorplan.
 - To include the detail that the Pavilion has running water and wifi.
 - To update the new road systems in the new housing developments.
 - To include Woodland Close within ‘Residents that may have problems during an emergency’.
 - To add Cllr Morris address to ‘Emergency water supplies’ for a well location.
 - To note that access has been identified for water pumps, tractors, telehandlers, forklift truck, cherry picker, snow plough and a chainsaw.
 - To note an additional first aider and fireman have been identified.
 - b) To discuss any updates or amendments to the website – all agreed that information on the website was relevant and no additions or amendments are required.
 - c) To consider councillor availability dates to take part in the ‘Suffolk Prepared’ training, which aims to test the Emergency Plan to ensure it is valid and fit for purpose – Council agreed to look at dates from October onwards (with the exception of 6/7th). The Deputy Clerk is to action.

So signed by Chair at meeting of 26.10.2022

7. TO CONFIRM THE DATE OF THE NEXT EMERGENCY PLANNING MEETING – Weds 28th September at 6.00pm.
8. CLOSE OF MEETING - There being no further business to transact, the Chairman closed the meeting at 6.22pm.