

**Minutes of the Emergency Planning Committee Meeting held on Wednesday 11<sup>th</sup> October 2023 at 6.30pm in Thurston Community Library, Norton Road, Thurston.**

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

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) Verified apologies for absence were submitted by Cllr Bond which were accepted by all.
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) 26<sup>th</sup> July 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 a number of minor amendments were still required and that the plan would be updated over the coming months. The road distribution section would also require further input from Council and would be added to an upcoming main Council meeting agenda.
  - 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 updates previously highlighted would be included where appropriate and that a shortened version of the Emergency Plan be included in the next edition of the village newsletter.
  - c) To note the coverage of existing defibrillators and consider the provision of any additional machines – all agreed to ascertain whether further machines could be placed at the Primary School and Victoria Inn. Cllrs. West and Balaam agreed to ascertain how accessible the machine was at the Rugby Club and at Elm Farm Park. Agreement was also forthcoming for the Clerk / Deputy Clerk to speak to both Persimmon Homes and Bovis Homes to ascertain whether they would be amenable to having a defibrillator on the site.
  - d) To consider whether the Parish Council should support free sessions in the use of basic CPR and the public access defibrillators and support the Restart a Heart Day National Campaign – all agreed to support this initiative and take up the offer of free training sessions and the Clerk / Deputy Clerk would research suitable dates and venues for the event.
7. **TO CONFIRM THE DATE OF THE NEXT EMERGENCY PLANNING MEETING:** 28<sup>th</sup> February 2024 – time to be confirmed.
8. **CLOSE OF MEETING:** There being no further business to transact, the Chairman closed the meeting at 6.30pm.

Signed.....

28.02.2024