

Minutes of the Emergency Planning Committee Meeting held on Thursday 14<sup>th</sup> January 2021 at 9.00am by VIDEOCONFERENCE of Thurston Parish Council.

Present (by video): Cllrs. Rainbow (Chair), Cllrs. Morris, Thurlbourn, Towers and West. Also in attendance (by video): Mrs V Waples, Parish Clerk.

1. OPENING – the Vice-Chair of the Parish Council took the role of Chair for the meeting and opened the meeting advising all that the Video Protocol 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) There were no applicable apologies for absence.
3. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST FROM COUNCILLORS INCLUDING GIFTS OF HOSPITALITY EXCEEDING £25 –
  - a) To receive declarations of pecuniary, local non-pecuniary interest(s) and personal interests in items on the agenda and their nature including gifts of hospitality exceeding £25 – there were no declarations declared for the agenda under discussion.
  - b) To receive requests for dispensations – none had been received prior to the meeting.
4. MINUTES – to confirm acceptance of the minutes of the meetings of *(all as previously circulated)* and to agree that delegated authority be given to the Chair to sign the minutes outside of the:
  - a) 15<sup>th</sup> October 2020 – all agreed that the minutes as presented were a true and accurate record of the meeting that took place, aif.
  - b) 12<sup>th</sup> November 2020 – all agreed that the minutes as presented were a true and accurate record of the meeting that took place, aif.
5. TO CONSIDER MATTERS RELATING TO EMERGENCY PLANNING FOR THURSTON -
  - a) To consider additions to the areas to be added to the map of those prone to flooding over the course of 2020/2021 - whilst there was only one new area to be added to the list – Norton Road / Ixworth Road crossroad – the following were still of concern:
    - Mount Road – flooding along the road as far as Sow Lane
    - New Road – by railway bridge
    - Pokeriage Corner – noted that there is a yellow mark above the drain – SCC Highways have stated that they are aware of the issues here which relate to slow running drains. When last attended, some of the drains were reported as slow running due to restrictions in flow of the main line drain. The Drainage Team are aware of the problems here and have been passed all details for their review for potential future works which might be linked to future development in this area. It was agreed that this should be chased up at the earliest opportunity as both sides of the road were prone to flooding.

It was noted that within the S106 for the development to the south of Beyton Road works to Fishwick only had been included within the S106 works.

The Clerk confirmed that at the previous meeting she had been requested to obtain verification as to the extent of the drainage system being built on the site of land to the North side of Norton Road (Linden Homes) and that the Condition (26) for Construction Surface Water Management Plan (CSWMP) had now been discharged by the LPA for the development. The Clerk held a copy of the approved CSWMP should Councillors wished to view the document. It was noted that there is still an issue with drainage at the front of Norton Road as the ditches were currently full.
  - b) To receive matters relating to Emergency Planning for future discussion: it was questioned as to why the Emergency Plan document did not include anything about pandemics. Discussion followed as to whether there should there be something included regarding pandemics and the type of local

So approved at the meeting of 11.02.2021

response that could/should be arranged. It was agreed that this should be produced and added as an Appendix to the main Emergency Plan.

6. TO REVIEW AND CONSIDER AMENDMENTS TO THE ADOPTED EMERGENCY PLAN FOR THURSTON – it was agreed that all should review the current plan as written and inform the Deputy Clerk of any applicable amendments. Once reviewed, Council would then look to implement a system whereby relevant information could be cascaded in response to a declared Emergency by the County and/or District Council. It was further agreed that the current scheme being used for the rolling out of the COVID-19 Emergency Plan, along with its reporting system should be interrogated to ascertain whether it could be adopted/used for a full Emergency Plan. The Deputy Clerk and Cllr. Towers would be tasked with reviewing this scheme and with the production of a document outlining the scheme for COVID-19 to form the Appendix to be added to the adopted Emergency Plan. It was agreed that the Parish Council should look to have a permanent system of NACS to deal with a major emergency which could also be pushed across into other areas.
7. TO CONFIRM THE DATE OF THE NEXT EMERGENCY PLANNING MEETING – Thursday 11<sup>th</sup> February 2021 at 9.30am.
8. CLOSE OF MEETING - There being no further business to transact, the Chairman closed the meeting at 09.30am.