

KELVEDON PARISH COUNCIL

EMERGENCY PLANNING SUB-COMMITTEE

Minutes of the meeting held on Monday 8 February 2010 in the Council Chamber

Present: Cllr G Dossett (in the Chair)
Cllrs Q Colborn N Ezra Mrs L Hill H Siggers
Clerk Ms L R Fuller

EP19/2009-10 Apologies for Absence
Dist Cllr T Foster

EP20/2009-10 Confirmation of Minutes
The minutes of the meeting held on 19 October 2009 were confirmed as a correct record and signed by the Chairman.

EP21/2009-10 Declarations of Interest
Cllr Colborn declared a personal interest as his property was vulnerable to flooding.

EP22/2009-10 Matters for Report
Noted that four hi-viz vests have been purchased and placed in the emergency grab-bag.

EP23/2009-10 Local (Kelvedon) Emergency Plan
Following a considerable amount of work this was now virtually finished. Various outstanding matters were discussed and resolved.
It was agreed that Cllr Mrs Hill would approach Blackwater Aggregates about possibly donating some sand.
The letter proposed to be sent to properties vulnerable to flooding was agreed. It would be delivered to most of the properties in the "blue" area on the Environment Agency map; a member of the sub-committee would check the map and confirm to the clerk which roads should be included.
The next step was for the plan to be adopted by the Environment Committee, and then for the Council to ratify it.
The Council needed to consider arrangements for access to the upstairs office, which would be required in an emergency situation. At present only the officers and the caretaker (incidentally a councillor) have keys to the office.
The plan would not be placed on the council's website.
The plan would be shared with Braintree District Council after its adoption by the parish council.

EP24/2009-10 Emergency Planning Event, BDC, 21 April 2010
Cllrs Dossett and Mrs Hill would like to attend; approval would be sought at the Council meeting and meantime, places would be booked.

EP25/2009-10 Date of next meeting
If the plan is agreed, another meeting may not be necessary until the review date.

Signed:

Date: