

GREAT WAKERING PARISH COUNCIL

EMERGENCY SUPPORT GROUP COMMITTEE

Minutes of the Meeting of the Emergency Support Group Committee held on Thursday, 6th August, 2013 in the Parish Council Offices, Little Wakering Hall Lane, Great Wakering, SS3 0HH commencing at 7.30 pm.

Present:- Councillors D. Efde (Committee Chairman), R. Green (ex-officio), A. Porter, L. Rodger (part) and L. Street.

In attendance:- J. Watson (Parish Clerk).

- 1. The Chairman to declare the meeting open.**
 - a. The Chairman declared the meeting open.

- 2. To receive apologies for absence.**
 - a. No apologies for absence were received.

- 3. To receive declarations of interest.**
 - a. There were no declarations of interest.

- 4. To agree and sign as a correct record the minutes of the meeting held on 6th June, 2013.**
 - a. Proposed Councillor D. Efde, seconded Councillor Porter that the minutes of the meeting held on 6th June, 2013 be approved. Carried unanimously.

- 5. Chairman's Comments.**
 - a. The Chairman clarified that the Sea Defence Committee would not be combining with the Emergency Support Group Committee at their public meeting. The Emergency Support group Committee would be prepared to receive feedback from the Sea Defence Committee in respect of their event.
 - b. The Chairman requested that e-mails should not be sent to all the Committee but should be sent to him with a copy to the Clerk.

- 6. To receive an update from the Clerk in respect of the revised draft Emergency Plan and to agree any action to be taken.**

Councillor Rodger left the meeting

- a. The Clerk tabled an updated version of the Emergency Plan.
- b. The Clerk explained that he was finding it difficult to obtain information he needed from the various contacts at the Halls and it was agreed that he would e-mail Committee members with the contact details and a schedule of the information required. The Committee Members would then obtain the information and pass it back to the Clerk.
- c. Councillor Street informed the meeting that Cupids Country Club was the emergency rendezvous for Foulness Island residents. The Clerk would investigate.
- d. The Clerk was requested to contact Jeff Stacey at Rochford District Council to see whether the Emergency Support Group could use the Great Wakering Primary School as an Emergency Centre.
- e. It was agreed that the Clerk would compile a list of farmers and other people who might be able to provide equipment at the time of an emergency and that he would allocate names to Committee members who could then make the relevant enquiries.

7. To discuss the Emergency Support Information Evening and to agree the action to be taken.

- a. It was confirmed that the Emergency Support Information Evening would be held on 25th September, 2013 commencing at 7.30 pm..
- b. Councillor Street was asked to book the Memorial Hall for that evening.
- c. It was agreed that the Clerk would prepare a leaflet advertising the evening in conjunction with Jeff Stacey and that this would be delivered to all houses in Great Wakering over the weekend of 20th/21st September. All Councillors would be asked to help.
- d. The Clerk was asked to contact Jeff Stacey to see if he could attend the next meeting of the Emergency Support Group Committee to talk through the format of the evening.

8. Vulnerable People.

- a. It was agreed that the Council needed to compile a list of vulnerable people in the Parish. The Clerk would compile a list of organisations who could provide this information and Committee members would be asked to follow up on this.

9. At the Chairman's discretion to exchange information.

- a. Councillor Street tabled a copy of a letter dated 16th September, 2011 from Paul Warren, Chief Executive of Rochford District Council. The Clerk would find out whether there was an update on the information provided in this letter.

10. To decide date and time of next meeting.

- a. The next meeting would be held as and when required.

Meeting closed 8.50 pm.

13th August, 2013