

Charmouth Parish Council

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MINUTES OF THE EMERGENCY COMMITTEE MEETING HELD AT 7.00PM ON TUESDAY 8th OCTOBER 2019 AT THE ELMS

In attendance: Cllrs Peter Noel (Chair), Paul Oatway, Judith Sheppard and the Clerk, Lisa Tuck.

E1.19 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no members of the public.

E2.19 APOLOGIES FOR ABSENCE

No apologies were received.

E3.19 DISPENSATIONS

There were none received.

E4.19 DECLARATIONS OF INTEREST

There were none received.

E5.19 MINUTES

As this is the first meeting of this Committee, there are no minutes to approve.

E6.19 EMERGENCY PLAN FOR COUNCIL TO INCLUDE:

- (a) "PLAN B" PROCEDURES FOR CANCELLED EVENTS;
- (b) HAZARD AND INCIDENT REPORTING PROCEDURES.

Paul Oatway suggested that the first step would be to determine Terms of Reference for the Committee. This would include, how it sits in the overall structure of emergency response as laid down in the Civil Emergencies Act. Paul has been on three courses recently and therefore is prepared to draw up the Terms of Reference. The Clerk would send him a copy of the Hazard and Incident Reporting Procedures document which was never officially adopted by the Council. It was felt that the Council is not particularly good at identifying "near misses" and incidents and perhaps this should be a standing item on Committee Agendas.

E7.19 FLOOD PLAN UPDATE

Paul Oatway stated that much work has been undertaken since the flooding a few years ago. It was agreed that Peter Noel and Judith Sheppard would review the Plan including updating the owners/occupiers of the houses at risk. This would be brought back to a further meeting of the Committee in due course.

8. IN COMMITTEE

- (a) **OFFICIAL PROTOCOLS** – In line with the protocol issued, it was agreed what was required. Most of this is already in place.

The meeting closed at 7.30 pm.