

## STAPLEHURST EMERGENCY HELP TEAM

### Minutes of meeting held on Thursday 6<sup>th</sup> June 2019 at The Free Church, Staplehurst

**Present:** Andrew Watson (Chairman), Colin Bowden (Cllr), Karen Langmaid (Cllr), Adele Sharp (Cllr), Margaret Friswell, Barrie Pearson, Chris Ralph, Jason Bardell, Peter Jeffery, Debbie Ling, Ken Ling, Bob Howse, Mira Martin and Patrick Blunt

**Apologies:** Laureen Rodwell, Bill Piper, Elaine Symes (Cllr), Pam Payne, Joan Buller (Cllr), Di Buch, Tony and Shirley Norfolk, Alan Pett, John Parsons-Smith and Paul Linaker.

**Chairman's Welcome and Remarks:** Andrew welcomed everyone and thanked them for attending the meeting especially our new Parish Council representatives.

**Minutes:** The minutes of the previous meeting were accepted and signed.

#### **Matters Arising:**

Insurance Cover: in order to have SEHT covered by Staplehurst Parish Council public liability insurance, Andrew has written a risk assessment document that will be submitted by SPC to their insurers. It establishes that the risk to SEHT volunteers when carrying out their roles in an emergency is negligible as any activity that is, or could be, hazardous would be undertaken by the emergency services or other relevant professional agencies attending.

Vulnerable residents: not everyone thinks that SEHT should get too involved with supplies and deliveries in an emergency. We agreed that we should encourage residents to look out for their neighbours. Vulnerable residents should register with their power suppliers to be listed as priority customers in the event of power/utilities failure.

We have a list of vulnerable people who requested a phone call or knock on the door in an emergency if it was possible to do so. The list is kept securely and requires a password for access.

Traffic Diversions (assisting/informing Police and marshalling): it had been suggested that we may be able to aid in the event of necessary traffic diversions because of our local knowledge. Andrew has contacted Kent Police and is yet to receive a response. The consensus was that we should not get involved with the actual marshalling/directing of traffic as this would put us at risk of harm and Mira said that community wardens were issued high vis trousers and jackets and received training before they could assist with traffic incidents so it was unlikely that Kent Police would ask SEHT volunteers to do so.

Working with Neighbouring Villages: we haven't had much response from other villages with our offer of help setting up their own EHTs. We will invite them to take part in our next exercise.

Telephone Tree: this will be covered at the next meeting when Laureen is able to attend and give an update.

**Exercise 2019:** we expect to hold our next local exercise in October.

We will find out when the next Kent Resilience Team exercise (that we can attend) is planned and send out the information for anyone who wishes to take part. The feedback from volunteers who have attended previous exercises is that they are useful, interesting and usually a fun experience.

**Other Business:** Mira asked if we could add the time of closure of meetings.

It was agreed that we should aim for meetings to last no more than 1½ hours.

Everyone was happy for meetings to be held quarterly.

The next meeting is on a Wednesday to see if this will allow more people to attend.

**Date of the Next Meeting:** Wednesday 11<sup>th</sup> September at 7.30pm (to be confirmed once availability of venue is checked).

(The meeting opened at 7.30pm and closed at 8.20pm).