



## STAPLEHURST EMERGENCY HELP TEAM

Minutes of meeting held on Thursday 19 June 2014  
The Youth Club, Staplehurst

**Present:** Rory Silkin (Chair), Catherine Abbott, Sue Bassett, Joan Buller, Anne Finlayson, Bob Howse, Peter Jeffery, Neal Kemp, Mira Martin, Pam Payne, Bill Piper, Dave Staunton-Lambert, Peter Spearink, Andrew Watson

**Apologies:** Geoff Barber, Bill Best, Paul Butcher, Jenny Fairfax, Donna Maxa, Margaret Friswell, Andrew Mills,

**Chairman:** Rory welcomed the group including some new members.

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

### **Matters Arising:** .

We wished Paul Butcher well.

Literature about the SEHT would be available on the SPC stand at the Carnival. Peter would be available to explain the Team's work to members of the public.

### **Agenda:** .

Terms of Reference: This document was presented and distributed for the meeting's consideration.

### Risk Assessment Review:

Dave offered to transform the document into the format used nationally & by KCC.

There was discussion as to whether all relevant sites of risk were covered .

It was agreed that Overbridge rail crossing (though just within Marden parish) should be added.

Dave warned against over-investigation. We need only to be aware that there is a risk in a specific location. The Team's role is our contribution to local knowledge. It was agreed that the purpose of the document is knowing what could happen at different parts of the parish.

Next exercise: Anne reported that plans are in hand, though details need to be finalized. The first or second week in September is likely, and in collaboration with Marden. It was agreed that a table-top exercise would be appropriate this time as ideas could be thought through more thoroughly than with actors distracting us.

SEHT telephone: There remain problems with the system. Last night's call regarding a fire (see below) failed, possibly because the phone was out of earshot.

Dave suggested that the system is too fragile; we need a cascade which works automatically if the emergency number is not answered. Rory agreed to work out a system. (Action.)

Sue suggested that the number should be given to every parish councillor (Agreed)

Joan suggested that we need more practice on the members' tree cascade. (Action)

Rory remained as the custodian, pro tem!

Information update: Team member Andrew Watson is the community flood warden (appointed by the PC). This involves:

- intelligence gathering
- warning people in a potential flood zone
- contact with the Environment Agency

**Any Other Business:** .

Andrew revealed that he had, previously, written regulations for petrol stations, particularly for electrical installations therein.

Mira said that the defibrillator is still inside the library, pending electrical connections outside.

Future action: Check with Lauren that we are au fait with KCC and they with us.

**Date of the Next Meeting:**

18th September 2014