

KEYNSHAM TOWN COUNCIL

Minutes of the Community Resilience Working Party meeting held on Monday 22nd January 2024 at 6.00 p.m. in the Town Council Office

PRESENT: Councillors D Biddleston, C Brennan, M Burton and H MacFie

IN ATTENDANCE: Dawn Drury (Town Clerk)

10. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr C Leonard.

11. DECLARATIONS OF INTEREST

There were none.

12. DISPENSATIONS

There were none.

13. RECORD OF PREVIOUS MEETING

RESOLVED:

That the Minutes of the Community Resilience Working Party meeting held on Thursday 7th December 2023 (previously circulated) be confirmed as a true record and signed by the Chairman.

14. KEYNSHAM'S COMMUNITY RESILIENCE PLAN:

The resolutions from the Community Resilience meeting were revisited.

The Town Clerk updated the Working Party on the software and support in place that would aid the Council in the event of a Cyber Attack.

Communication methods will be discussed at a future meeting.

RESOLVED:

That it be recommended to Town Council that the Town Clerk have unlimited spending powers in consultation with one Councillor, who is a signatory to the Town Council bank account, should the need arise in a crisis.

15. KEYNSHAM RESIDENT'S COMMUNITY RESILIENCE PLAN

RESOLVED:

(i) *That the Resident's Community Resilience Plan be received and noted, but not distributed.*

(ii) *That the Town Council plan be formulated in similar style.*

16. HAZARDS LIST

The Hazards list (as below) was reviewed, and individual items were distributed between the Councillors for working and bringing back to the next meeting.

Major fires – Cllr Dave Biddleston
Fuel poverty – Cllr Martin Burton
Snow – adverse weather – Cllr Hal MacFie
Power outage/blackouts – Cllr Hal MacFie
Floods – flooding details – Town Clerk
Drought – Cllr Dave Biddleston
Burst water mains – Town Clerk
Major road traffic incidents – Cllr Caitlin Brennan
COVID and pandemics – Cllr Martin Burton
Food shortages – Cllr Dave Biddleston
Terrorist attack – Cllr Dave Biddleston
Poisoning – Salisbury incident – Cllr Dave Biddleston
Cyber attack – Cllr Martin Burton
Chemical attack – Cllr Caroline Leonard
Sink hole – Cllr Caitlin Brennan
Explosion (gas or similar) – Cllr Hal MacFie
Shortages due to industrial action (food and consumables) – Cllr Dave Biddleston
Rail incident – Town Clerk
Sewage leaks/water contamination – Town Clerk
Extreme heat – Cllr Dave Biddleston
Outbreak of war – Cllr Hal MacFie

Cllr Brennan agreed to adapt the Hazard Data Template Table. This will be sent to the Town Clerk for distribution to the Community Resilience Working Party Councillors.

17. COMMUNITY VOLUNTEERS LIST

RESOLVED:

That this matter be deferred to the next meeting.

18. LIST OF CONTRACTORS

RESOLVED:

That a list of contractors be developed in house for the Town Council Officers.

19. GRAB AND GO PACK POSTER

RESOLVED:

- (i) *That this poster be distributed as a poster, but also cost be sourced for turning the same into a postcard that residents can write important information on e.g. Doctor's phone number, Insurers phone number, nearest place of safety*

and other important information. Quotes to be brought back to the next meeting.

- (ii) *That the postcards be available from the office and distributed at future Farmers Market meetings once the plan is finalised and approved.*

20. SAFETY TIPS POSTER

RESOLVED

That this be available for people to pick up in the office.

21. COMMUNITY WARDENS

It was suggested using some of the ex-Street Wardens that supported the Community during COVID e.g. Vicky Burford.

RESOLVED:

That this matter be deferred to the next meeting.

22. SAFE REFUGE PLACES

RESOLVED:

That the following places be contacted to see if they would be agreeable as places of refuge:

Keynsham East – Wellsway Sports Centre, IKB Hall and Mendip or Lansdown Hall in Wellsway.

Keynsham North – St. John's Church Hall, the Baptist Church on the High Street, Broadlands School Hall and the Somerdale Pavilion.

Keynsham South – St. Francis Church Hall, Queen's Road Methodist Church Hall and Castle Primary School Hall.

23. ORGANISATIONS OFFERING SUPPLIES & SUPPORT (Not refuge)

RESOLVED:

That this matter be deferred to the next meeting.

24. DATE OF NEXT MEETING

RESOLVED:

That the next Community Resilience Plan Working Party meeting be held on Monday 26th February 2024 at 5.00 p.m. in the Town Council Office.

The meeting finished at 7.05 p.m.

SIGNED..... DATE.....

(CHAIRMAN)

DRAFT