

# KEYNSHAM TOWN COUNCIL

Minutes of the Community Resilience Working Party meeting held on Monday 26<sup>th</sup> February 2024 at 6.00 p.m. in the Town Council Offices

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PRESENT: Councillors D Biddleston, C Brennan and H MacFie

IN ATTENDANCE: Dawn Drury (Town Clerk)

## 10. APOLOGIES FOR ABSENCE

*Cllrs M Burton and C Leonard.*

## 11. DECLARATIONS OF INTEREST

*There were none.*

## 12. DISPENSATIONS

*There were none.*

## 13. RECORD OF PREVIOUS MEETINGS

### **RESOLVED:**

*That the Minutes of the Community Resilience Working Party meeting held on Monday 16<sup>th</sup> January 2024 (previously circulated) be confirmed as a true record and signed by the Chairman.*

## 14. UPDATE ON HAZARDS TASK:

The group discussed the importance of all the various services, stakeholders, organisations offering a place of safety, volunteers and key Community Wardens working together in a time of an incident.

### **RESOLVED:**

- (i) To defer this matter to the next meeting giving Councillors time to work on their allocated incidents/hazards.*
- (ii) That the Town Clerk update Cllr Leonard in respect of the incidents/hazards that she should be working on.*
- (iii) That there be a series of meetings (in the future) to discuss the Community Resilience Plan and how it will work. Meetings will need arranging for:*
  - *Emergency Service Representatives.*
  - *Stakeholders and Contractors (suppliers of equipment).*
  - *Organisations offering a place of safety.*
  - *Volunteers.*
  - *Key Community Wardens.*



15. COMMUNITY VOLUNTEERS LIST

**RESOLVED:**

*To do a call out for volunteers as part of the Town Council Volunteer programme. A Volunteer Week is planned with members of the community being able to express an interest in all types of volunteering associated with the Town Council's activities.*

16. LIST OF CONTRACTORS

**RESOLVED:**

*That this task be delegated to office staff and a list of contractors be brought back to the Working Group at a future meeting.*

17. GRAB AND GO PACK

**RESOLVED:**

- (i) That the idea of a Grab and Go postcard with a place for important numbers be approved.*
- (ii) That this matter be deferred until quotes are obtained for a larger number of postcards that may be purchased in conjunction with the Defibrillator postcards which may bring the purchase price down.*

18. COMMUNITY WARDENS

Areas for Community Wardens were discussed as follows: -

Keynsham East

2 for Chandag Estate  
2 for the Hygge Estate

Keynsham South

2 for the Meadows  
2 for Queens Road  
2 for Bilbie Green  
2 for Holmoak

Keynsham North

2 for Somerdale  
2 for Broadlands area

2 for Central Town  
2 for Stockwood area

As a starting point Ex-Street Wardens (during COVID) should be contacted and the Councillors should recommend and seek Community Wardens for the areas within their Wards.

*M. E. Ball*

**RESOLVED:**

*That Councillors work on creating a Warden list and the matter be discussed at meetings going forward until all positions are filled.*

**19. SAFE REFUGE PLACES**

**RESOLVED:**

*That the Town Council staff contact the Places of Safe Refuge asking for agreement in principle and obtaining the name of a key person/key holder, agreed as per minute no. 22 of the minutes of this Working Group on 22<sup>nd</sup> January 2024.*

**20. ORGANISATIONS OFFERING SUPPLIES & SUPPORT (Not refuge)**

**RESOLVED:**

*That this matter be deferred to the next meeting (consider major businesses Waitrose, Tesco, Sainsbury's, Iceland and Poundland).*

**21. DATE OF NEXT MEETING**

**RESOLVED:**

*That the next Working Party meeting be held on Thursday 21<sup>st</sup> March 2024 at 7.00 p.m. in the Town Council office.*

The meeting finished at 7.00 p.m.

SIGNED.....*M. C. Dule*.....DATE.....*15/8/24*.....

(CHAIRMAN)

