

KEYNSHAM TOWN COUNCIL

Minutes of the Community Resilience Working Party meeting held on Thursday 6th February 2025 at 7.00 p.m. in the Town Council Office, 15 – 17 Temple Street, Keynsham

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

IN ATTENDANCE: Amanda Hazell (RFO)

62. APOLOGIES FOR ABSENCE

No apologies received.

63. DECLARATIONS OF INTEREST

There were none.

64. DISPENSATIONS

There were none.

65. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Community Resilience Working Party meeting held on Monday 21st October 2024 (previously circulated) be confirmed as a true record.

66. FLOOD RESILIENCE

To receive information and assistance from B&NES Council Emergency Management Team and Flooding and Drainage Team in respect of completing the Town Council's Community Resilience Plan section on flooding and storms scenario. B&NES officers were in attendance to answer questions.

To receive information and assistance from a representative of the Environment Agency who also shared information on the Flood Warden scheme.

RESOLVED:

To receive and note the information and guidance from B&NES Council Emergency Management Team, the B&NES Flooding and Drainage Team and the representative from the Environment Agency.

Cllr Brennan left the meeting.

67. UPDATE ON HAZARDS TASK:

RESOLVED:

To defer this agenda item to the next meeting.

68. FEEDBACK ON THE KEYNSHAM PANTRY MEETING – 27TH JANUARY 2025

RESOLVED:

(i) To receive verbal feedback from this event.

(ii) Suggested to create a leaflet of all food supply agencies and companies available.

69. LIST OF CONTRACTORS

RESOLVED:

To note that this item is no longer required for the Community Resilience Plan.

70. GRAB AND GO PACK

RESOLVED:

(i) That a design be brought to the next meeting.

(ii) Question: Would a postcard for each Ward be more beneficial to be able to state items specific to the Ward like defibs?

(iii) To note that costs for production/distribution of the poster, flyers (internal print cost) and postcard costs (external print cost) will be presented to the Finance and Policy Committee when we are in a position to distribute the same (awaiting information on safe places so that these can be mapped with a QR link, ensuring resources are in place and we have appointed Community Wardens for each area that is to be specified in the actual plan).

71. COMMUNITY WARDENS

The appointment of Community Wardens, as agreed below, was discussed: -

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 Hill area

RESOLVED:

- (i) *To receive an update from Councillor Biddleston in respect of volunteers. That Erica Davies from The Wombles be contacted to include The Wombles as volunteers.*
- (ii) *To note that Deb Cooper be contacted to be a volunteer for the Stockwood Hill area (this still needs to be actioned from the last minutes). To be deferred to the next meeting.*
- (iii) *To note whether Councillor MacFie has forwarded the details of a possible volunteer on the Hygge Park to Councillor Biddleston. To be deferred to the next meeting.*
- (iv) *To note that to date no volunteers have come forward to the Town Clerk for further information and that the Clerk has not distributed any of the Community Resilience Volunteer's letters. To be deferred to the next meeting.*

72. SAFE REFUGE PLACES

RESOLVED:

- (i) *To note that the following organisations have offered their halls as a safe place of refuge:*
 - *Victoria Methodist Church*
 - *St. John's Church*
 - *Broadlands School*
 - *The Fear Hall*
- (ii) *To note that Council is awaiting a response from the Baptist Church.*
- (iii) *To note that Wellsway School have said No.*
- (iv) *To note that Wellsway Sports Hall would be available at weekends and during school holidays.*
- (v) *To note that IKB School and St. Dunstan's Church still need to be contacted.*
- (vi) *To note that the name, contact details and out of hour mobile/phone numbers of key people/key holders will be kept confidential to key Town Council officers for GDPR reasons.*
- (vii) *To note that B&NES will send their list of safe spaces to the Clerk.*

73. ORGANISATIONS OFFERING SUPPLIES & SUPPORT (Not refuge)

To note that Town Council staff still need to work on this part of the plan.

RESOLVED:

That this item is not required for the Town Council Resilience Plan.

74. FUTURE MEETINGS WITH KEY STAKEHOLDERS

RESOLVED:

- (i) To note that a future meeting will need to be held with Stakeholders to discuss the Plan.*
- (ii) That this item be kept on the agenda for each meeting as a reminder as to who should be invited to a future meeting:*

- Emergency Service Representatives.*
- Stakeholders and Contractors (suppliers of equipment).*
- Organisations offering a place of safety.*
- Volunteers.*
- Key Community Wardens.*

75. DATE OF NEXT MEETING

RESOLVED:

That the next meeting be held in early April 2025 to be arranged by Doodle Poll.

The meeting finished at 8.45 p.m.

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

(CHAIRMAN)