

# KEYNSHAM TOWN COUNCIL

Minutes of the Community Resilience Working Party meeting held on Thursday 3<sup>rd</sup> April 2025 at 7.00 p.m. in the Town Council Office, 15 – 17 Temple Street, Keynsham

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

IN ATTENDANCE: Dawn Drury (Town Clerk)

## 76. APOLOGIES FOR ABSENCE

No apologies received.

## 77. DECLARATIONS OF INTEREST

There were none.

## 78. DISPENSATIONS

There were none.

## 79. RECORD OF PREVIOUS MEETINGS

### **RESOLVED:**

*That the Minutes of the Community Resilience Working Party meeting held on Thursday 6<sup>th</sup> February 2025 (previously circulated) be confirmed as a true record.*

## 80. FLOOD RESILIENCE

There was a verbal update on the visit by members of the Environment Agency and members of B&NES flooding team. Future possible flooding of the Somerdale estate was mentioned. The Clerk mentioned a proposed reservoir/nature reserve that had been planned for Sydenham Meadow as part of the Taylor Wimpey Somerdale development and that Avon Wildlife Trust had been approached regarding being part of such project, but this never went ahead. Ward Cllr G Liddell will be asked to look into this matter. Flooding maps will be brought to a future meeting so that the group can look at communities that could be a risk in the future.

Jacob of the Environment Agency will be chased regarding information in respect of flooding on the Somerdale circular path.

### **RESOLVED:**

*To receive and note the information.*



**81. UPDATE ON HAZARDS TASK:**

The Members and Town Clerk look at the B&NES Template Emergency plan with a view to producing a Keynsham version. This will be completed as far as possible by Cllr Burton and the Town Clerk.

As part of the emergency plan it was suggested that an Emergency Team WhatsApp be set up in the future as the means of alerting key people to an emergency incident. This system when up and running should be tested every six months.

In respect of the recent burst water pipe in Rock Road and the emergency incident when some homes in Keynsham South were without water, for some time, Cllr Burton commented that about the poor communication from Wessex Water especially in respect of the lack of provision of alternative sources of water. Cllr Burton will produce a letter to them that will be sent on Town Council headed paper.

***RESOLVED:***

*To receive and note the update by Cllr Burton and any actions to be taken from this matter.*

**82. GRAB AND GO PACK**

It was suggested that 'what three words' together with a google/apple link should be added to postcards detailing the locations of the Defibrillator and on the reverse the name of the building that will be the nearest place of safety. In respect of the postcard the group need to check if it is postcard size, that there is room to write on it and it is readable. The locating of a Defibrillator near Chandag shops was mentioned.

***RESOLVED:***

- (i) To receive and note the proposed design and information above.*
- (ii) That a copy of the proposed postcard be produced in house at postcard size for consideration at the next meeting.*
- (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).*

**83. COMMUNITY WARDENS**

Cllr Biddleston has contacted a few people. Hal will speak with a possible volunteer on the Hygge estate.

It was suggested that the volunteer letter have a Microsoft link added to it asking people to sign up to be a Community Warden or volunteer and attend a meeting (to be arranged) to explain the Community Resilience Plan and what would be required of

them. This letter is to be passed to Erica of Keynsham Wombles to send out to her volunteer list and circulated via the Town Council email distribution list of community groups asking them to pass on to their members.

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

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 circulate the volunteer's letter to their Wombles 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) *That the volunteers letter as mentioned above be amended and circulated.*

**84. SAFE REFUGE PLACES**

The Town Council list of places of safe refuge and key holder names will be brought to the next meeting.

The emergency assembly point/safe refuge and full plan is to be reviewed annually.

**RESOLVED:**

*To note that the Town Clerk has not received the B&NES list of safe spaces.*

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

The local Territorial Army and Avon Valley Country Park were suggested as a possible contact for 4 by 4 vehicles if required.



Contacting the local chemists and forming a network should first aid provisions need to be required was discussed.

**RESOLVED:**

*To note that this item is not required for the Town Council Resilience Plan.*

**86. 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.*

**87. DATE OF NEXT MEETING**

**RESOLVED:**

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

The meeting finished at 8.00 p.m.

SIGNED..........DATE..........  
(CHAIRMAN)