



## Credition Emergency Plan Meeting

Notes from the meeting held on Wednesday, 25<sup>th</sup> January 2017 at 6.00 pm, in the Council Chamber, Market Street, Credition.

### Present:

<b>Andi Wyer</b>	Credition Town Council	<b>Paul Fallon</b>	Rotary Club Credition Boniface
<b>Frank Letch</b>	Credition Town Council	<b>Rebecca Hurst Smith</b>	Credition & District Access Group
<b>Sandra Ragalsky</b>	U3A	<b>John Higgs</b>	Royal British Legion
<b>Andrew White</b>	Credition AFC	<b>Claire Whetton</b>	1 <sup>st</sup> Credition Scouts
<b>Philip Hutchens</b>	Freemasons	<b>Ron Cuthbertson</b>	Devon Senior Voice
<b>Karen Paddon</b>	Credition & District Swimming Club	<b>Elizabeth Dunton</b>	Lanscore Primary School
<b>Ben Brook</b>	Queen Elizabeth's School	<b>Richard Barnes</b>	Rotary Club of Credition
<b>John Musty</b>	Age Concern Credition	<b>Jenni Pitts</b>	Credition Twinning Association
<b>Esther Mann</b>	Sustainable Credition	<b>David Pike</b>	Graphic PLC
<b>Peter Bryan</b>	Lions Club	<b>Paul Evans</b>	Rotary Club of Credition
<b>Kate Lang</b>	Holy Cross Church	<b>Mark Bailey</b>	Haywards Primary School
<b>Sue Polley</b>	Credition Congregational Church	<b>Lauren Strand</b>	Credition Methodist Church
<b>Liz Allnutt</b>	Credition Flood Resilience Group 2016	<b>Andrew Drayton</b>	Tesco Credition
<b>Paul Taylor</b>	Rotary Club Credition Boniface		

**In attendance:** Mrs Emma Anderson, Assistant Clerk

Andi Wyer thanked everyone for attending and provided a brief explanation of the aims of the group and what had been discussed so far, including the following:

- The group aims to set up plans should an emergency hit the Town.
- A meeting will be arranged with the local emergency services to establish what plans they have in place.
- At the last meeting, it was agreed that the most helpful way to increase the Town's resilience is to engage with socially responsible locals and encourage a 'good neighbour scheme'.
- The aim of inviting representatives of local organisations/groups is to reach as many people as possible and get feedback as to how scenarios may affect your members and how you may be able to get involved.

Members discussed ways in which dependent individuals would cope in the event of an emergency, suggestions included:

- Neighbours being aware of vulnerable people in their area.
- Contacting care services and housing associations.
- Cadets assisting vulnerable individuals by delivering milk, non-prescription medicines etc. (Cadets are aged between 12-18 so there may be limitations)
- A list of around 80 vulnerable people is held at Age Concern. Who would they need to contact?
- Emergency/useful contacts can be found on the Town Council website.
- Volunteers would be useful. Ideas were invited regarding how to recruit volunteers or whether any groups had individuals willing to volunteer.
- Is there an issue of DBS checks if individuals are visiting peoples' homes?

Members agreed that a central command post is required so individuals know where to go/who to contact.

The meeting then went on to discuss issues relating to snow/ice and how this can be tackled at a local level, the following was suggested:

- Identifying whether there is sufficient grit supply where you live. Requests for grit can be made via Devon County Council's website.
- Encouraging individuals to clear the path/area outside of their home when it is icy/snowy like they do in America.
- Joining the Snow Warden Scheme, which would allow individuals to have their own store of grit to share. Frank Letch expressed an interest in becoming a Snow Warden and Andrew White explained that the Snow Warden Scheme is something that the Cadets could get involved with.

**ACTION: Send Snow Warden Scheme information to everyone who attended the meeting.**

Members agreed that they and their groups would be willing to get involved when emergencies arose however, the issue of how to inform members of the public, particularly vulnerable individuals, of what to do in an emergency was discussed. The following ideas relating to publicity were suggested:

- Creating a business card containing the necessary details which could be circulated.
- Sending leaflets out via the Post Office.
- Sending something that can be kept, such as a fridge magnet.
- Including the details in the Crediton Directory which is sent out annually.
- Get political parties on board so that the information can be included in their publications.
- Clear information is vital, with it being displayed in obvious places within the Town.
- Using local radio and television announcements.

Andi Wyer explained that a meeting will soon be arranged with the emergency services to establish their existing plans and what the group can do to help and compliment these plans. He used an example of when a road closure is required. The Crediton Emergency Plan Group could have an emergency diversion in place should the situation arise, and have the necessary signs etc. to action the diversion.

Members discussed what facilities were available in the town in the event of an evacuation. Andi Wyer suggested locations such as the Leisure Centre, the Primary Schools, QE Academy and the Churches. It was discussed whether these locations already have pre-arranged plans in place, as people need to know about these locations. Jenni Pitts believed that, many years ago, the Council had to devise a list of the emergency evacuation locations in the Town.

**ACTION: Assistant Clerk to investigate existing evacuation plans/locations.**

Members discussed where the central point of command would be located. If this was the Council Offices, what would happen outside of office hours? Members suggested having someone on call to access the offices or having a point of contact in some of the places in the Town that stay open late in order that action can be taken in an emergency. Andi Wyer explained that emergency services can be made aware of the plans the group put in place and can therefore contact the necessary group when they have been contacted by a member of the public.

Discussions returned to the Snow Warden Scheme and individuals storing grit. Members discussed the possibility of purchasing wheelie bins that could be used by individuals to store grit on the gardens for the public to use.

**ACTION: Assistant Clerk to investigate the idea of purchasing wheelie bins to be used to store grit on private property.**

Andrew Drayton suggested that when devising the plan separate response teams should be used for different events i.e. Diversion group, evacuation group etc.

Andi Wyer invited final questions:

- John Musty queried whether he would be provided with grit if he became a snow warden. Andi Wyer confirmed this would be the case however the Town Council currently does not have a suitable location to store the pallets of grit.
- David Pike and Andrew Drayton both confirmed they may be able to help with the storage of grit in Crediton.
- Clare Whetton queried what the next step is. Andi Wyer confirmed the next meeting would be with the emergency services and the notes from this meeting, along with tonight's meeting, would be distributed. The aim would then be for the next meeting to be more practical by drawing up lists, locations, suggestions etc. Andi Wyer asked everyone to talk to their members and explain what the group is trying to do and see if they would be interested in helping out whilst also just making them aware of the group to help with the spreading of information.
- Elizabeth Dunton explained she could bring the emergency plan that Landscore Primary School already has in place to the next meeting. Andi Wyer agreed this would be very helpful.

**ACTION: Assistant Clerk to contact Devon County Council to establish how the pallets of grit, for the Snow Warden Scheme, are delivered.**

**ACTION: Assistant Clerk to follow up the offers of storage from Graphic and Tesco.**

**ACTION: Assistant Clerk to circulate notes from this meeting and the meeting with the emergency services when they are ready.**

**The meeting finished at 6.55 pm**