

BINGLEY TOWN COUNCIL



Cottingley Community Centre, Littlelands, Cottingley, Bingley, BD16 1AL

MINUTES OF THE REMOTE MEETING OF THE EMERGENCY SUPPORT SUBCOMMITTEE HELD ON 16TH JULY 2020 AT 6:30PM

Start: 6:00PM
Finish: 8:17PM

Councillors present:	Brazendale, Clough, Owen, Williams
Councillors in attendance not a member of this committee:	Simpson
In attendance:	Ruth Batterley, Town Clerk
Non Councillor members of the sub-committee	Lynne Williams.
Members of the public:	None

2021/07 Apologies for absence

- a) To note apologies for absence
- b) To receive and consider apologies for absence
- c) To approve reasons for absence

Councillor Owen arrived at 18:38.

Councillor Williams noted that Mrs Chapman had resigned from the subcommittee.

2021/08 Disclosures of interest

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary interest
- c) To grant any requests for dispensation as appropriate.

None

2021/09 Minutes

To approve the minutes of the meeting held on 16th June 2020

Resolved to approve the minutes of the meeting held on 16th June 2020.

2021/10 Public Participation

Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the council. However, they may not speak during the rest of the meeting unless specifically invited to do so by the Chairman.

None

2021/11 Emergency Plan

- a) To review the Emergency Plan, including a consideration of how and by whom any response will be initiated. There was discussion about the plan. It was noted that Chris Slaven from CBMDC receives detailed flood information. Chris Slaven is to be asked to inform the Chair of

the committee and the Chair of the council about any form of emergency, particularly flooding. The committee has a WhatsApp group, that includes other councillors. Any person on the sub committee can activate a call on the WhatsApp group. Various amendments to the Emergency Plan were suggested including deleting members who are no longer currently members of the group, the address details for the council clerk deleting the Facebook selling groups and Shipley Town Council is to be included as one of the contacts on the plan. 1.2 on the plan is to be amended to read 'On being made aware of the incident **or any extraordinary situation**'.

Resolved to recommend the reviewed plan to the Finance and General Purposes committee for its approval. Councillor Clough arrived at 19:02.

- b) To consider the risk and resource assessment for the purchase of an emergency response mobile phone. Resolved** to approve the risk and resource assessment for an emergency phone.
- c) To consider the purchase of an emergency response mobile phone with any recommendation to the full council as necessary. Resolved** that Councillor Brazendale will research a mobile phone package that can divert to other phones held by key contacts.
- d) To consider the risk and resource assessment for the emergency box. Resolved** to approve the risk and resource assessment for the emergency box.
- e) To review the contents, location and to consider ownership of the box and purchase of future supplies. Resolved** to recommend to the full council that it takes ownership of the box, that it be stored in the new office and is stocked to the level originally supplied by CBMDC. The town council does not wish to assume responsibility for the walkie talkies.
- f) To consider any recommendation to be made to the Finance and General Purposes committee as necessary**
- g) To consider the risk and resource assessment for the provision of a pre-prepared card with contact information.** This will be raised at the Bingley Covid group
- h) To consider any recommendation to be made to the full council as necessary**

2021/12 Network of local groups

- a) To consider the risk and resource document for a network of local groups**
- b) To consider establishing a network of local groups with any recommendation made to the Finance and General Purposes committee as necessary**

This item was withdrawn, pending further information about the group that the Bingley Ward Officer is setting up.

2021/13 Network of Street Adopters

- a) To consider the risk and resource assessment for a network of street adopters**
- b) To consider establishing a network of street adopters with any recommendation to the Finance and General Purposes committee as necessary**

This will be considered further once the group being established by the Bingley Ward Officer is up and running.

2021/14 To consider the date for the next Emergency Support subcommittee meeting

The next meeting of the Emergency Support sub committee will be arranged for a later date.