

## **Emergency Sub Committee Notes Monday 29<sup>th</sup> January 2024 at 6.15pm**

In attendance: Cllrs A Chapman, N Jacques, N Pinchbeck & C Thornton.

Also in attendance: Town Clerk & Deputy Town Clerk

Apologies received from Cllrs L Bennet, B Troop, K Vickers, P Vickers and A Watson  
(Personal Commitments)

### **1. Elect a Chair -**

Councillor N Jacques                      Proposed Cllr N Pinchbeck, seconded Cllr C Thornton

### **2. Elect a Vice Chair**

Councillor N Pinchbeck                      Proposed Cllr N Jacques, seconded Cllr A Chapman

### **3. Declarations of Interest**

None declared

### **4. Types of Emergency**

Tidal flooding, rainwater flood, terrorism, gas explosion, extreme weather, power outage, major crash and pandemic.

### **5. Assembly Rooms**

#### **a) Use of Community emergency space**

Agreed to liaise with CHAMP Ltd over use of the Assembly Rooms as a community emergency space.

#### **b) Shared access and security**

Agreed to install a coded key lock on the wall next to the rear emergency exit door of the Assembly Rooms for a set of town council office keys to be used by town councillors in an emergency situation to allow access to town council laptops and Assembly Rooms keys. It was noted North Lincolnshire Council have designated their Hub in Baysgarth Park as their community emergency space. Agreed to check if Wilderspin National School, St Mary's Church/Hall and Trinity Methodist Church could be included in Emergency Plan document as possible community emergency spaces.

Agreed to check with North Lincolnshire Council if they have a register of vulnerable people in the town and to look at producing our own if necessary.

Details of town council Emergency Plan once completed to go on our website as well as forwarding to HEPS.

## **6. Emergency Response Questionnaire**

This should include mobile numbers and email addresses of town councillors who are part of the Emergency Plan Sub-Committee – Cllrs L Bennet, A Chapman, N Jacques, N Pinchbeck, C Thornton, B Troop, K Vickers, P Vickers, A Watson. Holidays of Emergency Plan members to be included on town council online calendar.

## **7. Volunteers/Staff**

### a) Training -

Councillors will need showing how to access council laptops and where passwords are stored. Also check with HEPS for any training opportunities.

### b) Roles –

Volunteer flood wardens will be needed for vulnerable areas such as Waterside Road, Butts Road, Pasture Road South, Pasture Road, Marsh Lane and Queens Avenue. HEPS to be asked for publicity to engage volunteers. Contacting Community Groups for volunteers and Barton Community Volunteer co-ordinator, Caroline Edwards was agreed.

Publicity to remind resident to have their own emergency plan to be included regularly in The Bartonian, this has been included in the past.

It was noted Barton Building Supplies had assisted previously with sand for town council sandbags currently stored in the Assembly Rooms yard lean to shed. It was agreed to contact them if this support could still be available.

### c) HR Matters –

Personnel Committee advice to be asked for recruiting volunteers and having town council contracts.

## **8. De-Fib Locations**

Agreed to contact the ambulance service for details of de-fib locations in Barton. Ted Lewis Centre, Masonic Lodge, Corn Exchange and Barton Allotments were mentioned as locations.

Agreed to get copies of Humber tide table for knowledge of high/low tides and height so volunteers and councillors can be warned when potential high tides.

Agreed to hold next Emergency Sub Committee meeting on Monday 11 March after the Planning Committee meeting scheduled for 6.00pm.

**Meeting closed at 7pm**