

**EASINGTON PARISH COUNCIL  
MINUTES TO EMERGENCY PLAN COMMITTEE MEETING HELD  
15 FEBRUARY 2024 – SMALL MEETING ROOM EASINGTON  
COMMUNITY HALL EASINGTON.**

Present:

|                                |             |
|--------------------------------|-------------|
| Cllr. Jo-Ann M Clubleby        | JMC         |
| Cllr. J Burt Graham            | JBG - Chair |
| Cllr. Ian Smith                | IS          |
| Cllr. David L Steenvoorden MBE | DLS         |

Clerk: Kim Dalton KD

| Minute             | Discussion and Agreement  | Action       |
|--------------------|---|--------------|
| <b>009/24/EMPC</b> | <b>To note apologies for absence and absentees</b>  |              |
|                    | None  |              |
| <b>010/24/EMPC</b> | <b>Minutes from previous Meeting held on 15/02/2021</b>   |              |
|                    | Minutes agreed as correct – Chair signed  |              |
| <b>011/24/EMPC</b> | <b>Emergency Planning</b>   |              |
|                    | <p><u>Current 'Draft' Emergency Plan</u><br/>Review was undertaken of the existing 'Draft' Plan, Cllr. IS had an example of another EP from a Quainton Parish Council following a review of this plan various changes were agreed as follows:<br/>EP Committee agreed to adopt a similar introduction, risk matrix and risk analysis.<br/>Contacts – it was felt EPC Plan had too many contact details, making it difficult to ensure the plan is kept up to date – contact details for Community Hall / Youth Club and some others are to be removed leaving a single point of contact. The same with Tractor/4 x 4 drivers,</p> <p>Clerk also to speak/write to a local farmer in Out Newton to obtain assistance with shelter and tractor cover in that area should it be required.</p> <p>Once the clerk has undertaken further changes it is to be sent to the EPC, and a further review of particularly the Flood Risk is to be undertaken at the next meeting.</p> | <b>Clerk</b> |
| <b>012/24/EMPC</b> | <b>Items for the Next Agenda</b>  |              |
|                    | None  |              |
|                    | <p><b>Date of Next Meeting:</b> 18/04/2024 @ 18:30</p> <p><b>Meeting Closed at 20:26</b></p>  |              |