

**Cradley Parish Council**  
**Planning for Emergencies**  
**Working Group Meeting – 14 September 2016**  
**Minutes**

**Attendees:**

Bruce Herriot (BH)  
Anne Scarsbrook (AS)  
Derek Scully (DS)  
Sam Roffe (SR)  
Apologies from Cheryl Lambert (CL)

The team met at The Coach House, Cradley, to discuss progress and agree actions.  
Next meeting date was confirmed as 7.30pm, Wednesday 12<sup>th</sup> October. To be held at  
The Coach House, Cradley (01886 880264).

**1. Response to news article calling for volunteers**

CS has received one email confirming interest from a local resident. A number of other residents have verbally offered potential help. Further publicity to take place once the plan has been drafted and volunteer roles confirmed.

SR to attend Cradley Surgery Patient Forum meeting on Saturday 17<sup>th</sup> September to ask for volunteers and request that a Community Access Defibrillator is located outside the surgery.

**2. Sandbags & Salt bins**

CS has applied for the maximum number of free sandbags on behalf of the Parish Council.

CS to confirm cost of purchasing sand.

DS to approach local contact for potential sand delivery/bag filling location.

Parish Council to be approached to cover the cost of sand. If cost is agreed by the Parish Council, AS to obtain copy of flood map, sand-filing morning to be arranged, filled bags to be advertised and collection organised.

AS to confirm salt bin arrangements with Parish Councillor Geoff Fielding.

**3. Rest Centres**

DS to add mobile phone contact details for the Storridge Village Hall emergency volunteer team.

SR to follow-up emails with a phone call to the Herefordshire Emergency Planning Team to confirm if Cradley School can be considered as an official rest centre, to obtain a county-wide list of rest centres and to seek permission for the county team to pay for replenishing first aid stocks at Storridge Village Hall. .

AS to continue briefing the British Legion about their potential role during emergencies.

**5. Action needed to complete the plan**

BH to work on matrix and to add relevant information to a draft plan.

The group will discuss progress at the next meeting and research any information gaps. The group plan to complete their draft by end December 2016 and present to Parish Council in January 2017.

**6. AOB**

SR has approached a Parish Council representative for advice on creating a new phone-based information service to be available to residents during emergencies. Such a 'voice mail' service is likely to be of use by residents who do not use the internet and during prolonged loss of power.

14/9/2016