

Notes of Parish Emergency Plan Review Meeting 26.09.17

Present:	Plan/Team Administrator	Cllr Phil Unitt
	Emergency Team	Cllr Richard Bond, Cllr Nik Green, Sune Nightingale
Apologies		Lara Lloyd

Team composition

It was agreed to suggest to the next DPC meeting that an additional member for the Emergency Team be sought, preferably a councillor and preferably someone who lives in the village as at present the outer parish is better covered than the village. (Phil)

Emergency number

The 01803 501121 single emergency team number was tested and worked with the three team members present. There was, however, still a strange message about an ambulance being on its way that played when team responders answered. (Phil)

In order to ensure that the emergency number is working as it should, a regular check will be carried out before every DPC meeting – anyone not present (eg Sune and Lara) to please drop message to Phil confirming what, if anything, they hear. (All)

Medical Kit

Contact will be made with the village hall committee to review what first aid kit is already available and how it is accessed. If sensible and possible this kit could be enhanced, at parish expense, to also be available and meet the needs of the Emergency Team. A supply of emergency blankets was still considered necessary, (Nik)

Any available advice on the effects of heat exhaustion to be investigated. (Sune)

First Aid Course

A first aid course for this year had already been agreed and budgeted in principle, with the population of Capton in mind following the installation of a defib in their old phone box. It was agreed to ask Cat to progress the purchase & installation of the defib (Phil) and to obtain a date & a quote for a course in November to be presented for agreement at the next DPC (Nik).

The issue of keeping records of trained first aiders & sending out 3yr refresher reminders was discussed (Phil)

Local resources list for restricted circulation Emergency Team information document

It was noted that a less formal approach to getting agreement from local owners of tractors & ATVs etc to be contacted in case of emergency would be more fruitful. To this end the use of a signed agreement doc. would be dropped. In its place a verbal agreement would be obtained for a name and phone number to be placed on the "Resoures" page of the restricted circulation Emergency Team Information Document. This page is only attached to these notes sent to the Emergency Team members and not to the wider circulation of these notes to the DPC.

Walkie Talkies

It was noted that walkie talkies were used at the Regatta and it was agreed to investigate where they were stored and if they could have dual use. (Richard)

Date of next meeting

To avoid the missed review meeting this spring from happening again it was agreed to put the date of Tuesday Jan 19th 2027 at 1000 hrs in the diary.