

Burwash Parish Council

Environment and Maintenance Working Group

Minutes

This is the agenda for the Environment and Maintenance Working Party meeting taking place on

Tuesday 28th February 2023 7pm

If anyone would like to include an item for a future agenda please contact Julian Kenny at
Cllr.julian.kenny@burwashpc.org.uk

1. Attendees: Sylvie, Helga, Colin, Lindsay, Terry, Antonia, Julian

2. Apologies for Absence

Anne, Halina

3. Disclosures of Interest

None

4. Minutes from the previous meeting

Agreed

5. High Street Trees

The trees haven't been pollarded and we need to check on when this will be done with East Sussex. Colin will review the trees and report back to the next meeting. The person who is doing the pollarding could assess the damaged trees

ACTION: Check with Emma and see whether pollarding is still planned for this year. Colin will review the state of the trees and report back in March

6. Emergency Plan

A self-help leaflet saying what people can do to prepare for an emergency has been sent to Emma and it will be put on the Parish Council website.

Terry met with the committee members for Burwash Common Pavilion. They are keen to be involved with the Emergency Plan as an Evacuation Centre.

We need a response team from the Parish Council with 5 members, as the elections are coming in May, it was felt that confirmation of Councillors should only be confirmed after the elections in May. Other volunteers from the village will also be needed to support the work of the Parish Response Team. A request could be placed in the e-bulletin to ask for volunteers. It was felt this was a good opportunity to get those who had been involved in emergency responses in the past and younger residents to support the emergency response

All members of the Parish response team need to be identifiable to show that they are part of the Parish Council and recognised as such by the emergency services.

It was suggested that we purchase hi-viz jackets with "Parish Council" on the back. Need to check if these jackets already exist.

We need to provide each of the evacuation centres with a minimum level of equipment to support their role. Once we agree the equipment needed, we will have to assess the storage space needed and consult with the centres.

The initial equipment should include;

- Rechargeable torches
- 20 thermal blankets for each evac centre (not the emergency silver blankets) £100 for 60 blankets
- First aid boxes. The current boxes at the hubs need to be upgraded to workplace first aid boxes. We need workplace first aid boxes cost £60 each.
- Food items e.g. soups (tinned or packet)

Other items that we will need to look into purchasing include:

- Handheld radios for team members for communication within the team and centres (Terry will check that these have the right wavelengths are at the right frequency)
- Ring binders with copies of the full plan for Parish Council key members so that they can check what appropriate responses

Power cuts are likely so a power supply needs to be put in place for each of the 3 centres. Terry has found that Electricity companies have provided grants for the installation of generators at village halls as positive Public Relations, albeit not so far in the South East. We need to see whether emergency power sources could be funded (18Kvs minimum). Each of the 3 sites will have to be evaluated and there would probably need to be planning permission for the diesel generators and we would need to ensure that there is regular maintenance of the generators (maybe a service maintenance contract).

During an emergency the village store is happy to open and provide food (soup, tea and sandwich) We need to look into options for children as well.

Once the plan is finalised, we will need to organise a practice emergency activity for each of the centres

ACTIONS

- Terry to discover frequencies for hand-held radio devices
- Evacuation centres need to be contacted about storing emergency stores
- Terry to evaluate sites and undertake more research into the feasibility of generator installations and in particular funding possibilities.
- generators would need to be run every 6 months + service maintenance contract once per year
-

Terry will obtain full costings of the Evacuation Centre Emergency equipment proposed in preparation for consideration by full council in April.

7. Down Meadow Update

As we move into Spring we need to develop a plan for Down Meadow and to get teams of volunteers to do some of the work

ACTIONS: Julian will contact the co-ordinators and look at starting some of the work in April.

8. Next agenda

Replacing old/damaged High Street trees

9. Next meeting

7pm 4th April 2023 online