



MINUTES of the Winter & Emergency Plan Committee of Plaistow and Ifold Parish Council held on **Tuesday 27th September 2022** at Kelsey Hall, Ifold.

Present Cllr. Paul Jordan (Chair of the Parish Council); Cllr. Sophie Capsey; Cllr. Doug Brown; Cllr. John Bushell; Mr. Guy Wicker, Co-opted Member (no voting rights); Mr. Jon Pearce, Co-opted Member (no voting rights) and Catherine Nutting (Clerk & RFO).

There was one (1) member of the public in attendance.

WEP/22/014 Apologies were received and accepted from Cllr. Whithouse and Cllr. Griffith.
Apologies

WEP/22/015 **Meeting Chair**
Committee Members unanimously appointed Cllr. Capsey as the meeting Chair.

WEP/22/016 **Disclosure of interests**
No interests were declared.

WEP/22/017 **Minutes**
It was **RESOLVED** to **APPROVE** the **MINUTES** of the meeting held on **27th April 2022**, which will be signed by the Chair of the meeting via Secured Signing, in accordance with Standing Order 9(d), as a true record. The signed minutes will be available on the Parish Council's [website](#).
Actions:
Clerk & Cllr. Capsey

WEP/22/018 **Public participation**
None received either in advance, or during the meeting.

WEP/22/019 **Matters arising from the previous meeting**
a. Update salt bin signage & winter plan information
The Clerk will ensure that the signage within the Parish salt bins has been updated.
b. Winter Plan information added to website
The Clerk will create a Resilience webpage and ensure that the Winter Plan information is provided, including links to WSCC Highway's gritting routes.
Actions:
Clerk / Cllrs. Whitehouse and Jordan

<https://www.plaistowandifold-pc.gov.uk/resilience>

- c. External socket installed at Winterton Hall
The electrician used by the Winterton Hall Management Committee, Mr Webber, is awaiting information regarding the available generator from Cllr. Whitehouse.

WEP/22/020	Winter Plan document Mr Pearce will provide the Clerk with the document as drafted for the Clerk to make the final amendments and submit to WSCC by 3 rd October. The document will be uploaded to the Parish Council's website, on the designated Resilience page.	Actions: Mr Pearce / Clerk
WEP/22/021	Development of Emergency / Resilience Plan The Committee RESOLVED to appoint DEE THORNTON to draft the Parish Council's Emergency / Resilience Plan, under the WSALC Emergency / Resilience Plan Drafting Pilot Scheme. The AGREED BUDGET was £250 only.	Action: Clerk
WEP/22/022	Winter 2022/23 The Committee AGREED that there were no other specific requirements for winter 2022/23 which required advance preparation.	
WEP/22/023	Committee expenditure review for financial year & Budget review The 2022/23 budget is £1,000 - £360 for the annual WIFI cost and £640 for other expenditure. To date, the total expenditure stands at £119.80. In 2023/24, the Committee will require the same budget of £1,000.	Action: RFO
WEP/22/024	Items to be added to the next meeting agenda None specified.	
WEP/22/025	Date next meeting 7 th March 2023, 7:45pm, Kelsey Hall, Ifold	Actions: Clerk

There being no further business, the Chair closed the meeting at 20:10