



Notice of Plaistow and Ifold Parish Council's Winter & Emergency Plan Committee Meeting

To: All Members of the Parish Council

I hereby give you notice that a meeting of Plaistow and Ifold Parish Council's Winter & Emergency Plan Committee will be held on **Tuesday 10th October 2023** at **19:30, Winterton Hall, Plaistow**. All Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Members of the Press and Public are welcome to attend in person.

Dated: 4th October 2023

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

Remote Access

To join the meeting please follow this link:

<https://us02web.zoom.us/j/82571091097?pwd=bEZGaGxpR1R1OVBSVd4K24vb25XUT09>

Meeting ID: 825 7109 1097

Please email the Clerk for the password clerk@plaistowandifold-pc.gov.uk

The Zoom meeting may be paused if the Council resolves to exclude the Press and Public from the meeting in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it may involve the likely disclosure of exempt information.

MEETING AGENDA

BUSINESS TO BE TRANSACTED

This agenda, Clerk's Report where applicable and appendices can be found on the Parish Council's website: www.plaistowandifold-pc.gov.uk | Alternatively, please contact the Clerk for hard copies: clerk@plaistowandifold-pc.gov.uk

BUSINESS TO BE TRANSACTED

Number	Item	Time
1.	Meeting Chair Recommendation: - To appoint a meeting Chair from the Members present at the meeting.	1 min
2.	Apologies for absence & housekeeping* Recommendation: - To receive apologies for absence & housekeeping.	1 min

	<p><i>*In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting could be recorded as an aide memoire for the Clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record. Members of the public should be aware that being present at a meeting of the Council, or one of its committees or sub-committees, will be deemed as the person having given consent to being recorded (photograph, film, or audio recording) at the meeting, by any person present. Persons who record the parish Council's meetings are reminded that the "Public Forum" period may not be part of the formal meeting and that they should take legal advice themselves as to their rights to make any recording during that period.</i></p>	
3.	<p>Disclosure of interests</p> <p>Recommendation: - To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Plaistow and Ifold Parish Council Code of Conduct and the Localism Act 2011 Chapter 7 ss.26 – 37, in relation to matters on the agenda.</p>	2 mins
4.	<p>Minutes</p> <p><i>Circulated separately and on the website.</i></p> <p>Recommendation: - To approve the Minutes of the Winter & Emergency Plan Committee meeting held on 27th September 2022 and resolve to sign via Secured Signing in accordance with Standing Order 12(g).</p>	1 min
5.	<p>Public participation</p> <p>Recommendation: - To receive and act upon, if considered necessary by the Committee, comments made by members of the public in accordance with relevant legislation and the Parish Council's Standing Orders 3(d), (e), (h), (i) – (k). Questions, or brief representations can be made <u>either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Tuesday 10th October 2023.</u> In accordance with Standing Orders 3(f) and (g), Public Participation shall not exceed 10 minutes, unless directed by the Chairman; and a speaker is limited to 5 minutes.</p>	10 mins
6.	<p>Matters arising from the previous meeting</p> <p>Recommendation: - To receive updates regarding actions specified at the meeting on 27.09.22 and resolve further action if necessary</p> <ol style="list-style-type: none"> a. Salt bin signage b. Resilience webpage c. External socket at Winterton Hall for generator 	5 mins
7.	<p>Winter Plan</p> <p>Recommendation: - To consider WSCC's Winter Offer and review the Winter Plan document before submission to WSCC before 10.11.2023.</p>	10 mins

8.	Development of Emergency / Resilience Plan, including Op Bridge Recommendation: - To receive an update regarding the drafting of the Emergency / Resilience Plan and consider the WSALC Resilience and Emergency Plan template.	10 mins
9.	Winter 2023/24 Recommendation: - To consider any specific requirements for winter 2023/24 which require advance preparation.	10 mins
11.	Committee expenditure review for financial year & Budget review Recommendation: - To consider the Committee's expenditure in 2023/24 and consider its budget requirement for 2024/25	5 mins
12.	Date of next meeting (March 2024)	1 min