

# KESSINGLAND PARISH COUNCIL



Councillors are summoned to attend a meeting of  
**Emergency Planning Committee**  
**at 2pm Tuesday 20<sup>th</sup> June 2023**  
in the Council Chamber, Marram Green

## AGENDA

1. **Chair's welcome**  
To welcome and explain the meeting protocol.
2. **Election of Chair of Committee/Emergency Co-ordinator**
3. **Election of Vice-Chair/Deputy Emergency Co-ordinator.**
4. **Apologies for absence.**  
To receive and consider acceptance of any apologies for absence.
5. **Declarations of Interest.**
  - 5.1 To receive Declarations of Disclosable Pecuniary, Other Registerable and Non Registerable Interests from councillors on items on the Agenda and to note that there are no written requests for dispensations for Disclosable Pecuniary Interests nor dispensations granted.
6. **Minutes of the previous meeting.**
  - 6.1 To consider the accuracy and adopt the minutes of the previous meeting that was held on 1<sup>st</sup> December 2022 .
7. **Public participation.**  
*Any members of the public who wish to speak on matters on this agenda should indicate that they wish to speak by raising their hand at this point and the Chair of the meeting will call on them to speak. A member of the public has a maximum of three minutes to address the meeting.*
8. **Terms of Reference.**
  - 8.1 To review the Terms of Reference.
9. **Emergency Plan**
  - 9.1 To note that a dummy run through of the plan was held last December and was well attended by key holders and other individuals who would be called upon should the emergency plan ever be put into practise.
  - 9.2 To note that the emergency boxes have been updated and have been returned

to the emergency hubs.

10. Date of next meeting.

The date of the next is scheduled for 10am, Wednesday 17<sup>th</sup> January 2024.

11. Items for the next agenda.

To note that items for the next agenda need to be with the Clerk by 5pm on 17<sup>th</sup> January 2024.

12. Exclusion of the Press and Public

*That in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102), the public and press be excluded for the remaining items of business due to the confidential nature of the business to be transacted including contractual and personnel related matters.*

There are no items in this section of the agenda.

13. Close of Meeting