



## PENRYN TOWN COUNCIL

### COMMUNITY EMERGENCY PLAN WORKING PARTY

**Tuesday 24 February, 6.00 p.m., Town Hall, Penryn**

### MINUTES

**Councillors:** Councillor J Langan  
Councillor Mrs M K May  
Councillor E L Wilkes

**Also in attendance:** Councillor Mrs G A Grant

**1. ELECTION OF CHAIRMAN**

**RESOLVED** that Councillor John Langan be elected as chairman.

*Proposed by Councillor Mrs M K May and seconded by Councillor E L Wilkes*

**2. ELECTION OF VICE-CHAIRMAN**

**RESOLVED** that Councillor Mrs Gill Grant be co-opted on to the working party and be elected as Vice-Chairman.

*Proposed by Councillor J Langan and seconded by Councillor M K May*

**3. APOLOGIES FOR ABSENCE**

None received.

**4. DECLARATIONS OF INTEREST**

None declared.

**5. TERMS OF REFERENCE**

The terms of reference were noted and it was agreed that the Town Clerk should be invited to attend any further meetings as stated in the terms.

**6. REVIEW THE DRAFT COMMUNITY EMERGENCY PLAN**

The draft Community Emergency Plan was reviewed:

- Boats or marine vehicles should be added to the 'Community Resources' contact list and the contact details of the RNLI to the distribution list.
- On development of the plan an emergency contact should be added to the website and social media.
- Penryn could be split into 'wards' ensuring that there are representatives from each area of Penryn on the Community Response Team.
- If possible the working party should gather information regarding 'black spots' in Penryn where emergency incidents have taken place previously.
- A separate Flood Plan is to be drafted to be incorporated in to the CEP which will include mapping of the Penryn River boundary.

- Businesses could be approached to supply materials necessary in an emergency such as sandbags and wood. Listing of these businesses should be included in the plan.

**7. NEXT STEPS**

Councillor M K May to arrange meeting with Cornwall Council Officers.

**8. DATE OF NEXT MEETING**

To be confirmed.