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SWANSCOMBE & GREENHITHE TOWN COUNCIL

Executive & Emergency Committee

Councillor Ann Duke - Chairman
Councillor Peter Harris – Vice-Chairman
Councillor Emma Ben Moussa
Councillor Dawn Johnston
Councillor Paul Parsons
Councillor Alan Reach
Councillor Graham Taylor
Councillor Elizabeth Wickham

To All Other Councillors: For information only

A Meeting of the above Committee will be held on

Thursday 10 April 2025 at 11.00am (or on the rising of
the Heritage Sub-Committee who are meeting at 10.30am)

at The Council Offices, The Grove, Swanscombe, DA10 0GA



Graham Blew
Town Clerk

Dated: 3 April 2025

Should any member have any questions regarding the content of the agenda or attached papers, please put them to the clerk's office 24 hours in advance of the meeting.

AGENDA

1. To receive apologies for absence (*Local Government Act 1972, s.85*).
2. Substitutes.
3. Declarations of Interest in Items on the Agenda (*Localism Act 2011, s.31*).
- * ***As per Standing Order 34 c), and at the Chairman's discretion, the meeting will be adjourned at this point to allow any members of the public to address the meeting in relation to the business to be transacted at the meeting. Members of the public are allowed to (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted.***
4. Items as Deemed Urgent by the Chairman / matters arising from previous minutes, and their position on the Agenda (*for information only, not for decision making*).
5. To confirm and sign the Minutes of the Meeting held 20 March 2020 (*Town Council 14 July 2020*).
6. **COMMUNITY RESILIENCE PLAN** (p).

The Terms of Reference of the Executive / Emergency Committee includes:

To assist, in an emergency, the population of Swanscombe and Greenhithe in overcoming any extreme or unusual conditions caused by natural or accidental means.

To co-operate with other Agencies, Statutory or Voluntary, to assist in the above.

To enlist the support of any other Organisations or individuals to assist in the above, as may be necessary.

To prepare contingency plans to meet any of the situations as described above.

Further to minute 469 – 24/25 (*Town Council 27 March 2025*) members are asked to consider producing a Community Resilience Plan.

To assist members with their deliberations the following Kent Resilience Forum documents are attached:

- Improving community resilience: a guide for parish and town councils.
- Community Resilience FAQ's for Parish Councils.

MANDATORY APPENDICES

- Community Resilience Plan Template
- External Organisations – Appendix b1
- Community Resilience Response Team – Appendix b2
- Volunteer List - Appendix b3
- Vulnerable People, Properties or Locations – Appendix b4
- Information Gathering Form – Appendix c1
- Incident / Decision Log – Appendix c2
- Welfare Centre Information Sheets – D

OPTIONAL FOR USE.

- Community Resilience plan residents letter template – Appendix E
- Community Emergency Response Team Volunteer Sign Up Form – Appendix F

Recommended:

To decide whether the Town Council wish to produce a Community Resilience Plan and, if so, what resources to allocate to it.



You can follow us on Social Media and via our website.

Swanscombe and Greenhithe Town Council Website:
<http://www.swanscombeandgreenhithe town council.gov.uk>

