Minutes of the Emergency Planning Committee Meeting held on Wednesday 25th February 2026 at 7.30pm in The Pavilion, Church Road Recreation Ground, Thurston.

In Attendance: Cllrs Dashper (Chair), Allen, Balaam, Bond, Hamel-Cooke, Moy and Rainbow. Deputy Clerk: Mrs Gladwell.

1. **OPENING** – The chair opened the meeting advising all that the protocol of reporting at meetings adopted by the Parish Council, would be enacted for this meeting. A copy of the Protocol is available from the Clerk or can be downloaded from the website: Policies, Procedures and Strategy (thurstonparishcouncil.uk)

2. **APOLOGIES FOR ABSENCE**:
   a) Council to receive apologies for absence – there were no apologies received.
   b) Council to consent to accept apologies received – not applicable.

3. **DECLARATION OF INTEREST**
   a) To receive declarations of disclosable pecuniary interests, other registerable and non-registerable interests detailed in Appendix B of the LGA Model Code of Conduct in items on the agenda – there were no declarations declared.
   b) To note the determination of requests for dispensations – none had been received or determined prior to the meeting.

4. **MINUTES – to consider and approve the minutes of the previous meeting of 15th October 2025 –** approval of the minutes as an accurate record of the meeting that took place was given by all present, aif. The Chair signed the minutes in accordance with legislation.

5. **TO RECEIVE COMMENTS FROM THE MEMBERS OF THE PUBLIC PRESENT**:
   a) On the agenda under discussion – no members of the public were present.
   b) On any other matters relating to emergency plan matters within the village of Thurston – no members of the public were present.

6. **TO CONSIDER MATTERS RELATING TO EMERGENCY PLANNING FOR THURSTON:**
   a) **To arrange a Spring survey of Pakenham Stream** – It was noted that various mitigation works had been carried out by landowners following the initial survey of the stream and that a further survey at high water should be carried out to establish if these measures had been successful. Cllrs Bond, Allen and Balaam agreed to carry out a follow up survey of the stream. The Deputy Clerk will arrange a suitable time with landowners during the next few weeks.
   b) **To review any areas in the parish prone to flooding following winter rainfall** – Appendix M of the Emergency plan records Areas at Risk of Flooding. Following recent high rainfall and mitigation works to some areas all the identified areas were reviewed. It was noted that works at Fishwick Corner, the junction of Beyton Road and Thurston Road and Pokeridge junction had been carried out and that in recent high rainfall these areas showed insignificant standing water. It was reported that there was some accumulation of water from driveway run off at Pokeriage crossroads and water covering half the carriageway at Fishwick junction but not in the quantities previously seen and that none remained for 72hrs therefore would not have met the Suffolk County Council criteria for flood investigation. Low lying areas of Norton Road and Beyton Road where ditch clearing had been carried out also showed no significant standing water. There was no reported flooding in the Church Road meadows and the Stoney Lane part of the stream was reported as high but not overflowing. It was agreed that none of the highlighted areas in Appendix M should be removed, however notes on these observations should be added to the Appendix. No additional areas were reported. **It was RESOLVED to recommend to Full Council that the amendments to Appendix M be approved and the Emergency Plan be updated to include the changes, with aif.**

c) **To check grit bin levels** – Cllrs Rainbow, Allen and Balaam will check allocated grit bins and report on any refilling required. It was noted that the grit bin on Sow Lane junction with Fishwick Corner was outside of Thurston PC remit and would be removed from the lists.

d) **To consider the collation and distribution of useful information to help residents be prepared in the case of an emergency** – It was noted that Appendix L of the Emergency Plan contained information valuable to residents and therefore should not be part of the confidential appendices that would only be used if the plan were activated. It was agreed that the information contained in this appendix should be reviewed and updated, considering changing technologies and the mention of social distancing and then be made publicly available. **It was RESOLVED to recommend to full council that Appendix L be removed from the Appendices of the Emergency Plan, with aif.**
Cllr Bond reported on her recent attendance at one of the recent Rest Centre training sessions held by the Suffolk Joint Emergency Planning Unit. It was noted that the first part of the session dealt with what needs to be in local plans with Cllr Bond confirming that Thurston's plan covered all that was mentioned. If an Emergency Plan is activated then a professional County response would be called in, however it was stressed that this could take some time dependent on the level of emergency and therefore it might fall to local volunteers to set up a rest centre. The most important thing learned was that volunteers need to register everyone as they arrive, this would require support in numbers to ensure everyone displaced was properly recorded. Once everyone was safe inside a rest centre then further assessment on individual needs could take place. It was noted that it may not just be people that arrive and provision should also be made for any pets brought along. Our initial job is to keep records, settle people in, provide refreshment and wait for the experts.
Cllr Allen reported on the recent training she undertook via the British Heart Foundation Defibrillator training via their APP. This was reported as very user friendly and should be recommended to residents.
It was confirmed that the last in person Defibrillator training session at Cavendish Hall proved to have limited attendance therefore no future sessions would be planned at this time.

e) **To review any new impacts to emergency planning resulting from growth within the village** – It was noted that that the new developments where residents had already moved in had been allocated to councillors and added to Appendix B of the Emergency Plan. **It was RESOLVED to recommend to full council that the amendments to Appendix B to include The Hedgerows, Hakewell Mews and Thurston Grove be approved and the Emergency Plan be updated to include the changes, with aif.**
It was suggested that information on how to make a claim for pothole damage to your car, although not an emergency, could be made available to residents and that all potholes should be reported to SCC as soon as possible to ensure swift repairs and remove the danger of a blown tyre causing someone to be put at risk.

7. **TO CONFIRM THE DATE OF THE NEXT EMERGENCY PLANNNG MEETING:** Wednesday 29th July 2026 to take place at Thurston Community Library with a start time tbc.

8. **CLOSE OF MEETING:** There being no further business to transact, the Chair closed the meeting at 8.10pm.