

MINUTES OF THE MILCOMBE ANNUAL PARISH MEETING HELD AT THE VILLAGE HALL, MILCOMBE ON TUESDAY 7 MAY 2019 AT 8.00PM

PRESENT: Councillor Marlene Cowell (Chairman); Councillors Peter Booth, Michael Haynes, Alex Honey, Mandie McCullough and Myra Peters.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Hugo Brown, Carol McKay, Oxfordshire County Council's Emergency Planning Officer.

APOLOGIES: Parish Councillor Clare Jones and County Councillor Kieron Mallon.

1/19 MINUTES - The minutes of the meeting held on 1 May 2018 were agreed as a correct record and signed by the Chairman.

2/19 MATTERS ARISING - There were no matters arising from the minutes of the meeting held on 1 May 2018.

3/19 PRESENTATION FROM CAROL MACKAY, COUNTY EMERGENCY PLANNING OFFICER –
The Chairman welcomed Carol MacKay to the meeting.

Carol reported that she managed the Oxfordshire County Council (OCC) and Cherwell District Council (CDC) Emergency Planning Unit and OCC's Fire and Rescue Service. Carol advised that it was helpful that she now worked with Cherwell District Council and had a good idea of emergency planning across the District. There was a team of five Emergency Planning Officers (EPO) and one Officer was always on call, 24 hour a day. The team dealt with all kinds of emergencies and anyone could ring them if they did not know who the correct body was to contact in an emergency.

Part of Carol's role was to promote making communities more resilient and assisting communities with writing their own Emergency Plan. The most recent Plan to have been written was in Bloxham and this would be finalised shortly.

Carol reported that if there was a major incident, the EPO's could not be in every community and unfortunately, Social Services no longer kept a list of the vulnerable people in the County. Parish Council's knew their communities best and where those vulnerable people were, if contact needed to be made.

OCC had an Emergency Plan template which Parish Council's could use and the Plans could be as long or as short as communities wanted to make them.

The 'Message in a Bottle' Scheme promoted by The Lions Club were emergency bottles which were kept in the fridge at home so that vital information could be sourced by emergency services if they were called out to a property and the patient was unconscious. Carol encouraged the meeting to promote these so everyone in Milcombe had one.

Carol also had Business Continuity Planning Self-Assessments for home workers because in a bad weather event, 83% of businesses go bust in 18 months if they have to close down for 5 days or more. The self-assessment was available in paper format or electronically. Large businesses such as Marks and Spencer had also offered to 'buddy up' with smaller businesses so they did not have to close during bad weather. However the Parish Council needed to help OCC to identify rural businesses so they could take advantage for this scheme.

Emergency Bags could also be given out to residents which contained pens, glow sticks for a power cut and a number of booklets about flooding, being prepared for an emergency, riparian ownership, ditches and drainage, ditches and trees, utility failure and general information and alerts.

OCC needed to know where vulnerable people were in the community so they could be helped in an emergency, especially those with children under 5 years old, people over 65 years or those who were disabled. Carol could supply the Parish Council with as many bags as it wanted. They could also be stored in the village shop, pub or village hall for people to collect.

Carol agreed to supply the Parish Council with 300 bags and also send all of the emergency planning leaflets in a format which could go onto the Parish Council and village Facebook pages.

Action CMac

The Chairman agreed to contact the Seniors Group and ask whether they would like Carol to attend a meeting and speak to them directly. **Action MC**

It was also highlighted that people could ring 105 if there was a power or water failure and the power companies were being very supportive. The transport companies also worked with the EP Unit to ensure communities kept operating.

It was also agreed that a note would be included in the Milcombe Newsletter providing information to the village on emergency planning. **Action TG**

Carol was thanked for her presentation and left the meeting.

4/19 CHAIRMAN'S REPORT 2017/2018 – Prior to the meeting, the Chairman had circulated her report on the Parish Council's work for the last 12 months.

The report covered issues relating to grants, planning matters, the play area, Cherry Tree Centre, village organisations, village web sites, Milcombe newsletter, speeding and the annual village litter pick.

The Chairman highlighted the Parish Council's grant awarded to the Cherry Tree Centre and asked the Clerk to provide some information on the Centre and its financial situation. **Action TG**

The Chairman also thanked the Councillors and Clerk for their work during the year.

The full report was available on the village web site www.milcombe.com

5/19 DISCUSSION OF CHAIRMAN'S REPORT – The Chairman asked if there were had any questions on her report.

There were no questions.

6/19 FINANCIAL REPORT - The Clerk presented to the Annual Parish Meeting, the financial report for 2018/2019. The figures had been subject to internal audit and gave an accurate picture of the activities of the year. There were no matters of clarification.

The Parish Council accounts for 2018/2019 was available on the village web site www.milcombe.com

7/19 COUNTY & DISTRICT COUNCILLORS REPORT – Prior to the meeting, County Councillor Kieron Mallon and District Councillor Hugo Brown had circulated their reports.

Councillor Hugo Brown was congratulated on his re-election on 2 May 2019.

The reports were available on the village web site www.milcombe.com

8/19 VILLAGE ORGANISATIONS – The Chairman reported that an update on the village hall and the Milcombe Newsletter had been covered in the Chairman's report.

9/19 RESIDENTS' QUESTIONS – There were no questions.

(The meeting closed at 9.10pm)

Chairman
May 2020

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