

Dinnington St John's Town Council

Minutes of the Emergency Response Committee Meeting held on 6th June 2025 at 4:00pm in the Council Office, Laughton Road, Dinnington

Present: Cllr D Smith (Chair), Cllr D Booth, Cllr L Clarke, Cllr T Mulholland, Cllr D Scriven and Cllr D Smith

Apologies: Cllr L Clarke and Cllr S Scott

In attendance: T. Collingham (Town Clerk and RFO), and no members of public

ER12/25 To elect a Chair of the Emergency Response Committee for 2025/26

Resolved:- That Cllr D Smith be elected Chair of the Emergency Response Committee for 2025/26

ER13/25 To answer questions from the last meeting; and to allow for questions from electors of Dinnington to ask one question only in respect of business itemised on the agenda or on a pertinent issue that may arise; followed by the formal meeting

No items raised in public participation.

ER14/25 To receive and consider any reasons for absence

Resolved:- That the reasons for absence be approved for Cllr L Clarke and Cllr S Scott.

ER15/25 To receive and record any declarations of interest and if necessary, to receive written requests for dispensations for disclosable pecuniary interests and grant any requests for dispensation as appropriate

No declarations of interest were received.

ER16/25 To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))

No items were identified for the exclusion of press and public.

ER17/25 To receive and approve the minutes of the previous committee meeting held on 18th September 2024

No matters were raised on the minutes.

Resolved:- That the Committee accept the minutes as a true and accurate record of the meeting. The Chairman signed the bottom of the minutes to certify them as a true copy.

ER18/25 To receive correspondence in relation to the Emergency Response Committee

The Clerk provided an update on the correspondence received. The Committee opted for no further pursuing of two-way radios and it was recommended that the Committee members look for further detail relating to radios and it be brought back to the Committee as an agenda item.

ER19/25 To receive the costing for emergency response equipment for councillors and consider any further action

Cllr D Scriven entered the meeting at the beginning of this discussion.

Chairman Signature



The Clerk shared costing of the equipment per item. The Committee wished to renew emergency equipment for all members of the Emergency Response Committee and the key staff members that would attend to emergencies. The Committee also agreed to look into further items such as torches, gloves and whether helmets would be necessary.

Resolved:- That further costings be obtained for further equipment and this be priced by person to give an accurate cost of the equipment to the committee.

ER20/25 To note an update on ID cards for councillors and consider any further action

The Clerk advised that the order for ID Cards has been placed. The Committee raised safety concern with the lanyard and to check they had an automatic release if pulled.

Resolved:- The Clerk will check and order the relevant safety lanyards.

ER21/25 To note a list of emergency equipment held by the council

The Council noted the list of equipment held by the Council. The Committee seek further clarify on the PAT Testing of any electrical equipment.

ER23/25 To receive an updated Emergency Plan and consider any further action

Due to a technical error with the printer, the plan wasn't able to be printed for the meeting. It was decided by the Committee that the plan be distributed to members by email and brought back to the next meeting of the Emergency Plan Committee.

Resolved:- That the item be deferred until the next meeting and digital copies be distributed by email.

ER24/25 To invite Rotherham Council to work with the Town Council in partnership as a recognised refuge place in an emergency and consider any further action

Resolved:- That Rotherham Council (RMBC) be invited to the next meeting and that the Committee will take up scenario based training with RMBC. The Clerk discussed whether the time of these meetings would be inclusive for staff and Council Officers, it was discussed that 14:30 onwards for any future training would be suitable for all attending.

ER25/25 To note any matters for inclusion on the next meeting

The Committee would like to have awareness of the staff procedures.

ER26/25 To note the date and time of the next meeting

The next scheduled meeting of the Emergency Response is Friday 3rd October 2025. However, the Chair would like to call an extraordinary meeting on Friday 4th July 2025.

Meeting Closed: 17:37

Chairman Signature D. Smith