Loxwood and Plaistow and Ifold Community Resilience Plan Working Group

Minutes of the Community Resilience Plan Working Group held on 17th November 2026 from 7.30pm in Winterton Hall Plaistow.

The Chair welcomed all to the meeting.

Attendance: Plaistow and Ifold Parish Councillors: Jane Price (Chair); Paul Jordan, Sarah Denyer, Rick Robinson, Andrew Woolf. Plaistow Residents John and Clarissa Bushell. Sallie Baker, Chair of Winterton Hall. Sue Simper, Durfold Wood Residents Association. Loxwood Parish Councillors: Valerie Woods, Louise Farrant and Dan Todhunter. Jane Bromley Parish Council Clerk

ACTION

CR/01/26 **Apologies for absence:** Plaistow and Ifold Parish Councillor: Sophie Capsey.

CR/02/26 **Terms of Reference as approved by Plaistow and Ifold Parish Council for the Working Group to be recommended to Loxwood Parish Councils.**

Noted.

CR/03/26 **Actions relating to the Working Group from the Winter and Emergency Committee Meeting held on 22nd September 2026 that have been achieved.**

- Produce a summary card for volunteers in the event of action being required. **Appendix 1.**

Jane Price had produced summary cards for the Lead, Communication Team, Hall Team and Residents Team and these would be further worked upon by members to suggest updates to the Clerk. **ALL GROUP**

- Emergency Kit to be purchased for Loxwood. Budget for this to be set in the precept/grant funding to be obtained.
  - Loxwood to produce a list for kit in order to apply for funding for this. **D Todhunter**
  - Plaistow and Ifold to enhance what they already have and to draw up a list to apply for funding. **J Price**
- Street Maps to be purchased for all areas. OS 134 covers all areas at a cost £20 approx.

AN OS134 to be purchased and augmented, if necessary, by A3 prints from Parish Online. **Clerk**

- Produce a summary CRP **Appendix 2.** **Clerk and J Price.**

The summary produced was to be further worked upon.

- Clerk to investigate how to achieve an Emergency Number for the communities- A cascade system to mobile numbers can be purchased at an annual cost of approx. £400

An emergency number was not to be used for fear of it being misused for minor emergencies or emergencies that should be directed to 999. S Denyer would investigate a Mesh Call system for the Emergency Team **S Denyer**

- Key community members to be asked to join/ have joined the team:

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1. Loxwood the reverend of Loxwood Church has agreed to be a key person for the church and assist as required.
2. The key holder for Plaistow Church has agreed to be a key person for the church.
3. An additional Councillor has joined the Working Group from Loxwood.
4. The Chair of Winterton Hall has become a member of the Working Group.
5. Durfold Wood Residents Committee member will be attending.
6. Two residents of Plaistow and Ifold have become Working Group members.

In addition to the above further Committee members were required for:

- North Hall Loxwood, **V Woods.**
- Shillinglee **Clerk via Resident contact.**
- Kelsey Hall key holder

Individuals to be asked to join the group.

CR/04/26 Sussex Community Risk Register. Describes potential risks and consequences what in individuals can do and what is being done in Sussex. Pages 55 -56 use of these for individual preparedness.
This was noted but it was thought the Government "Be Ready" list of supplies was the best to use.

CR /05/26 **Next steps.**

- Review Appendix 1 & 2 for changes.

As above.

- Approach residents to act as strategic volunteers/ consult via letter to all households **Appendix 3**?

Residents to be approached by a number of means.

— The letter to be reworded and particular thought to be given to request for details of vulnerable residents. **J Price & Clerk**

— Posters with QR codes **Clerk**

— Online forms. **L Farrant – Loxwood**

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S Denyer - Plaistow & Ifold

— Leaflets handed out face to face. **ALL GROUP**

- Funding **Appendix 4**

Funding applications with the Sussex Resilience Fund to be completed
For Loxwood and Plaistow and Ifold. If unsuccessful then the CDC Fast Track funding would be applied to. Applications to be made by 14th December. **Clerk**

- Anything else.

A practice day to be carried out across by parishes in due course.
Whats app groups to be set up as required.
Rest Centres were to be asked to house a duplicate key in a key safe for emergency purposes. **Clerk**

CR/05/26 **Next meeting.** February 2027 date to be confirmed.

The meeting closed at 9.15pm

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