

## CASTLE BYTHAM PARISH COUNCIL

Notes of the extraordinary Item on the subject of the Covid 19 Pandemic.

### INTRODUCTION

1. At the scheduled Castle Bytham Parish Council meeting the Cllrs decided that although the Covid Pandemic was not an agenda item, nationally events had moved so rapidly over the previous few days that the PC felt obliged to consider the implications for the local community. A community group had already started to form to see how it could help with problems that were already apparent or likely to present in the coming months. A community group had already begun to form with the objective of helping the local community in a variety of ways whilst the current crisis persists. There is no statutory duty on town/parish councils to have emergency plans or respond to a civil emergency under the Civil Contingencies Act 2004. However, they are encouraged to have local emergency plans and assist Local Resilience Forum (LRF) Category 1 & 2 Responders if they feel able. A description of the role of the LRF is at Appendix 1.
2. Community Support Group. Cllr Goodman and Vanessa Sacks had started a volunteer group and circulated a leaflet stating their aims to all households in Castle Bytham. It was noted that Little Bytham PC had opted to take more passive role and it was discussed whether to widen the support area to the Glenside Parish Magazine area (approximately 600 households) if sufficient volunteers come forward. There is an available model for community support in the "Good Neighbours Scheme", a national initiative for volunteer groups, that has been promoted for rural communities for some years. Although the local scheme is temporarily closed for new members as staff deal with the current crisis it can be used as both a template and guidance on how to manage volunteer groups. Contacts will be made with public sector and voluntary groups with similar aims (see Appendix 2)
3. Volunteers. Ms Sacks has started a list of volunteers; it is proposed that this data is held on the PC laptop for security and that Cllr Goodman as the PC lead for the group controls access to personal data in accordance with current GDPR regulation. Good Neighbours best practice recommends a "neutral" mobile number is used as the main point of contact by the Group and Cllr Goodman has offered a spare mobile for this purpose. Following post meeting discussion, the points of contact for the public will be:
  - a. Single Mobile Number (TBA)
  - b. Landline 01780410968 (Chairman CBPC)
  - c. E-mail [castlebythamparishcouncil@yahoo.com](mailto:castlebythamparishcouncil@yahoo.com)
4. Publicity. A good start has been made with the leaflet drop by Cllr Goodman and Ms Sacks. This will be followed up with notices on Nextdoor, CBPC website at <http://parishes.lincolnshire.gov.uk/CastleBytham/> and in the Glenside Parish Magazine. Additional notices will also be posted around the village to both encourage volunteers to come forward and tell people local help is available.
5. Public Transport. There are concerns that the school closures will impact on school bus journeys, we do not know how many children will be from families with "essential workers" and will need taking to school, including those that attend secondary schools in the local towns. The Call Connect service may have to make changes to some of its timing but will continue to operate <https://lincsbus.info/callconnect/>.

6. Access to local food supplies. The Shop Committee will endeavour to bring forward as quickly as possible the opening of the shop, currently planned for early May. The café will probably be equipped but not open until the pandemic has run its course and it is safe to do so. The PC will investigate options for a local food bank or deliveries of fresh foods such as bread to another venue in the Village, until the shop is able to begin operations.
7. Hard to Reach & Vulnerable People. This is always a difficult area. Authorities are always reluctant to share information on vulnerable people, whether health/mental health, families with known risk issues and financial distress. The best way around this is to know our neighbours and be willing to help each other. Any information of a sensitive nature will be strictly controlled under GDPR regulations.
8. Funding. Cllr Goodman offered an existing account held by the Bythams Business Hub as an accountable source for any available funding. Cllr Goodman also undertook to approach the Midsummer Fair for funding.

**RESOLVED** The Cllrs to provide a sum of £500 to support the activities of the Community Support Group. The funding is intended fund any costs incurred by volunteers acting on behalf of the Community Group. When the crisis is deemed no longer to require to operate Volunteer Group in its present format the remaining funds will be returned to donor bodies in the ratio to which it was offered. The Cllrs took due note of current financial governance that apply to Local Authorities but felt the developing emergency demanded swift action.

9. Community Group Name. The initial name for the group was “The Bytham Volunteers”. However, following discussion it was felt that “The Glenside Volunteers” might better represent the communities this initiative seeks to help.

## LOCAL RESILIENCE FORUM

### OVERVIEW

Local resilience forums (LRFs) are multi-agency partnerships made up of representatives from local public services, including the emergency services, local authorities, the NHS, the Environment Agency and others. These agencies are known as Category 1 Responders, as defined by the Civil Contingencies Act 2004.

LRFs are supported by organisations, known as Category 2 responders, such as the Highways Agency and public utility companies. They have a responsibility to co-operate with Category 1 organisations and to share relevant information with the LRF. The geographical area the forums cover is based on police areas.

LRFs also work with other partners in the military and voluntary sectors who provide a valuable contribution to LRF work in emergency preparedness.

The LRFs aim to plan and prepare for localised incidents and catastrophic emergencies. They work to identify potential risks and produce emergency plans to either prevent or mitigate the impact of any incident on their local communities.

The Lincolnshire LRF Risk Priorities were assessed many years ago as:

- pandemic flu
- East coast flooding
- inland flooding
- impacts from disease/contamination
- severe weather
- loss of critical infrastructure
- fuel shortages
- malicious acts

This confirms that a pandemic has long been seen as the highest risk event to the public and plans to deal with it have a been revisited over the times.

## ASSOCIATED LOCAL GROUPS AND ORGANISATIONS

The following list consists of local organisations in the public and voluntary sectors consulted for advice, assistance and coordination opportunities.

1. Community Lincs – advice on managing voluntary groups and on the Good Neighbourhood Scheme. Contact Samantha Smith
  - a. <https://communitylincs.com/individuals/making-connections/good-neighbours-schemes-helping-community/>
  - b. Good Neighbour Schemes are community projects run and delivered by groups of local volunteers. Whilst potentially benefiting the whole community, they are aimed primarily at helping elderly, disabled, vulnerable, frail or isolated people. Help is given to those in need free of charge although a reasonable charge is usually made for transport mileage.
2. Glenside Surgery – The Glenside Surgery has a “Patient Participation Group” and distributes NHS advice on the pandemic crisis that must be followed by volunteers. The aim being to slow the spread of the virus. Contact Gill Stafford, Practice Manager
3. PALS Grantham Hospital. Like most NHS Trusts Lincolnshire has a formal NHS body to respond to patient concerns and help with access to volunteer car transport. Contact Andrew Ticehill
4. Grantham Food Bank. Advice on setting up a local food bank. At present the food banks at Grantham and Stamford are overworked and having difficulty getting their normal support from local supermarkets. Approximately 80% of their stock comes from supermarkets and 20% from individual sources. Contact Brian Hanbury
5. Schools. Contact has been made with the Bythams School administrator and thru to FOBS; also requested from LCC Children’s Services for secondary schools. Bythams School contact Julia Miner.
6. Bus Services. School services for children of families deemed to be essential workers, but also used by some adults. Call Connect service update at <https://lincsbus.info/important-covid-19-local-bus-update/> or <https://lincsbus.info/callconnect/>
7. CB Village Hall. Possible temporary food shop/bank Contact Angela Davies
8. Bythams Community Shop. Work in hand to bring the shop into operation as soon as possible (early May) Contact Peter Hinton
9. Local Resilience Forum (LRF). The Lincs LRF is already meeting, bringing together a range of services in the same control centre. This includes a Communities and Volunteers Coordination Cell. Contact [cec\\_cvc@lincoln.fire-uk.org](mailto:cec_cvc@lincoln.fire-uk.org)