

BODENHAM FLOOD PROTECTION GROUP



MINUTES OF THE BODENHAM FLOOD PROTECTION GROUP'S MEETING AT THE SIWARD JAMES CENTRE AT 7.30PM ON TUESDAY, 31 JANUARY 2017

ITEM	ACTION
<p><u>ITEM 1 - WELCOME AND INTRODUCTION BY CHAIRMAN</u></p> <p>1. The Chairman welcomed members to the first meeting of 2017 and wished them a happy New Year.</p> <p>2. He remarked that the weather had been unusually dry over the past two months, with most of the storms striking Scotland and the North of England rather than the West Midlands. As a result there had been only one occasion since the last Meeting at the end of November when the telemetry system had issued an alert. That had been at 7.15pm on Sunday evening (29 January) when the water in the Millcroft Brook had risen to just over 0.5m, but had fallen below that again by just after 9.00pm.</p> <p>3. While on the subject of the telemetry system he reminded members that, when he donated the system to the Parish, Mr Rod Hawnt had generously said that Hydro-Logic would provide free maintenance for it for five years. That period would end in May this year and the Chairman said that he was happy to report that at their 5 December Meeting the Parish Council had agreed to fund the future annual maintenance and eventual replacement of the system.</p> <p>4. The main item of recent news had been the award in the New Year Honours List of a well-deserved BEM for services to the community to Mrs Mitcheson, who has been the BFPG's Secretary since its formation. He said that he would return to this later.</p> <p>5. <u>Apologies.</u> There were 25 members present and apologies were received from Cllr Baker, Mrs Bowden, Mrs Burnill, Miss Easson, Miss Gibson, Mrs Parker, Mr Rudge, Mr and Mrs Schwartz, Mr and Mrs Watson, and Mr and Mrs Wilson.</p>	
<p><u>ITEM 2 - MINUTES OF THE LAST MEETING</u></p> <p>6. The Chairman asked members to approve the Minutes of the November Meeting. These had been on the Parish Website since before Christmas, had been circulated earlier with the Agenda and were also available in hard copy on the tables. Approval of the Minutes was proposed by Mr Dowler, seconded by Mr George and agreed.</p>	
<p><u>ITEM 3 – MATTERS ARISING</u></p> <p>7. <u>Sandbag Storage.</u></p> <p>a. The Chairman reported that, with the help of Mr Derek Pritchard, the site for the second-hand 8' x 10' sandbag storage container had been levelled</p>	

ITEM	ACTION
<p>on Thursday, 1 December and the container had been delivered and installed at the Parish Hall on Tuesday, 6 December as planned. It had been felt important to move the sandbags under cover as soon as possible, but that volunteers should not be called for because it was so close to Christmas. Accordingly, on Tuesday, 20 December the Chairman and Secretary, helped by Mr Pritchard's forklift, had moved the 216 sandbags stored in the open behind the Hall into the container.</p> <p>b. Eventually the plan would be also to move the cage which is at the front of the Parish Hall to the school car park. Another task would be to paint the container inside and out to protect it from rust and to allow it to blend better into its surroundings. This would have to wait until the arrival of warmer weather, but meanwhile the Chairman and Secretary would research the best options for the purchase of the paint.</p> <p>c. The Chairman went on to remind members that at the last Meeting they had agreed to the expenditure of £60 on getting the container installed on site. This was on the basis of kind offers of a heavy-duty padlock by Cllr Tilford and of sleepers by Cllr Clark and had not included getting the container operational by moving sandbags into it.</p> <p>d. In the event:</p> <p>(1) The padlock had not been required because it turned out that the storage container has two working mortice locks on its doors.</p> <p>(2) However, some spare keys have had to be cut to supplement the single key which came with the container. The Secretary has obtained these at a discounted rate from Leominster Building Supplies at a cost of £17.80.</p> <p>(3) Cllr Clark's sleepers proved to be unsuitable for the task, but have been kept in case they can be used for some other purpose. This meant that two sleepers had to be purchased at a cost of £45.40.</p> <p>(4) The cost of Mr Pritchard's three visits to level the site, install the container and later move the sandbags into the container with the help of his forklift came to £60.00.</p> <p>e. The Chairman confirmed that the Treasurer had paid both Leominster Building Supplies for the keys and Mr Pritchard for his work and the sleepers. He therefore asked for retrospective approval for this expenditure. This was proposed by Cllr Avery, seconded by Cllr Clark and agreed.</p>	<p>Chairman Secretary</p>
<p>8. <u>Sandbags.</u></p> <p>a. The Chairman reminded members that the 2016 annual sandbag checks had not quite been completed. This was because the Group had been waiting for delivery of the 150 empty sandbags ordered from Balfour Beatty Living Places (BBLP). The former Senior Locality Steward, Mrs Donna Tregenza, had produced some of these on 5 December, but not the full amount and he would approach the new Locality Steward, Mr James Howell, for the rest. The Secretary had already been in touch with Mr Howell who would be in Bodenham for the Parish Walk on Monday, 6 February and had</p>	

ITEM	ACTION										
<p>invited him to visit so that he can be briefed on the BFPG.</p> <p>b. Although the Group does not yet have all the empty sandbags, we have enough to complete the annual check of the bags in the one remaining cage to be inspected, that on the school car park. The Secretary will monitor the weather forecasts and call for volunteers to complete this task in due course.</p> <p>9. <u>Consultation on Herefordshire Council's Draft Local Flood Risk Management Strategy.</u> The Chairman said that, as promised, he had circulated an annotated copy of the draft Local Flood Risk Management Strategy to members and invited them to send him comments. He thanked those who had done so and confirmed that he had submitted the final version of the annotated document to Herefordshire Council on Thursday, 26 January as the BFPG's formal response to the Consultation. The Parish Council had also submitted a separate response.</p>	Secretary										
<u>ITEM 4 - TREASURER'S REPORT</u>											
<p>10. On behalf of the Treasurer, the Chairman reported that the balance of the Account at the end of November (and the end of 2016) had stood at £3,897.60. There had been no income in either December or January but the expenditure had been:</p> <table border="0" data-bbox="303 929 1189 1108"> <tr> <td>PV 33: Spare Keys for the new Storage Container</td> <td style="text-align: right;">£17.80</td> </tr> <tr> <td>PV 34: Siward James Hire October and November 2016</td> <td style="text-align: right;">£9.00</td> </tr> <tr> <td>PV 35: Derek Pritchard work on new container site</td> <td style="text-align: right;">£105.40</td> </tr> <tr> <td>PV36: Quiz Night Hire of Parish Hall</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>Total Expenditure</td> <td style="text-align: right;">£162.20</td> </tr> </table> <p>11. The balance of the account was therefore now £3,735.40.</p>	PV 33: Spare Keys for the new Storage Container	£17.80	PV 34: Siward James Hire October and November 2016	£9.00	PV 35: Derek Pritchard work on new container site	£105.40	PV36: Quiz Night Hire of Parish Hall	£30.00	Total Expenditure	£162.20	
PV 33: Spare Keys for the new Storage Container	£17.80										
PV 34: Siward James Hire October and November 2016	£9.00										
PV 35: Derek Pritchard work on new container site	£105.40										
PV36: Quiz Night Hire of Parish Hall	£30.00										
Total Expenditure	£162.20										
<u>ITEM 5 – PROPOSED CULVERT REPLACEMENTS</u>											
<p>12. The Chairman reminded members that at the Group's AGM on 30 August 2016 he had reported on the visit by Mr Bill Wiggin MP to a working party session on 5 August. This had provided an opportunity to show Mr Wiggin, two visitors from the Environment Agency, Mr Walker and Mr Bowers, and, our Ward Councillor, Cllr Baker, the Ketch Lane culverts and to brief them on the continuing problems which these caused the Group. It had been agreed that Herefordshire Council did not have the resources to tackle these alone and that any solution would have to involve several different agencies. The Chairman had been asked to provide a full brief on the Ketch Lane and Orchard Close issues as the first step in an initiative to resolve them. This he had done.</p> <p>13. The next step had been to hold a meeting with Herefordshire Council and Balfour Beatty Living Places (BBLP) which Cllr Baker had kindly arranged. This had taken place at the Council's offices in Plough Lane on Wednesday, 24 August and had resulted in a very positive outcome in that Herefordshire Council had agreed to commission BBLP to investigate possible options and costs for making improvements. It had been hoped that the report from this study would be available by the end of 2016, but Mr Steve Hodges from Herefordshire Council had rung the Secretary just before Christmas to say that owing to the increase in BBLP's workload over the winter period, the report had been delayed. It was, however, hoped that it would be completed within the next month or two.</p>											

ITEM	ACTION
<p>14. The Chairman concluded by repeating remarks that he had made at earlier Meetings, that none of the progress made over the past years – £160K of Environment Agency funding for property level protection for 34 houses in 2011-12, the donation of the early warning telemetry system by Hydro-Logic in 2012, the Queen’s Award for Voluntary Service in 2015, and most recently the award of the British Empire Medal to the Secretary on behalf of the Group – none of this would have been possible without the continuing support shown by members themselves. It would be the same demonstration of local resolve which would stand the Group in good stead as this latest initiative progressed.</p>	
<p><u>ITEM 6 – SOFTWARE APPLICATION FOR FLOOD DATA INTEGRATION.</u></p> <p>15. The Chairman next reported that on 5 December the Secretary had received an e-mail from Stonehaven Technology Limited, a company based at the University of Essex’s Colchester Campus. They had asked the Group to try out a software application which they had developed and which they believed would be “effective in giving the right information to the right people in a dynamic flood situation” by integrating together all the up to date flood-related data applicable to a user’s location. These data are available from many different sources, such as local river gauges, flood risk maps, Environment Agency flood alerts, local weather forecasts, etc. and we already use them all the time. The potential advantage of the application is that it allows them all to be accessed from one place and related to each other. For example, river flood risk maps and surface water flood risk maps can be combined and/or rain gauge locations can be superimposed on them, and so on.</p> <p>16. Given that the request was received just before Christmas, it was not possible to give the application an extensive trial, but the Chairman had tried it out and responded to the Company with his comments. In essence, these were that the application was a good idea which needed further development. He felt that it was likely to be of greatest use to individual users unfamiliar with the flood-risk data sources available, rather than to individuals and groups who monitored these sources all the time.</p> <p>17. To date there had been no acknowledgement of this response or any indication of the Company’s plans for the future of the application.</p>	
<p><u>ITEM 7 – FUTURE EVENTS</u></p> <p>18. <u>Annual Coffee Morning.</u></p> <p>a. The Chairman reminded members that, once again, Mrs Liz Davies had kindly agreed to organise the annual Coffee Morning, which would take place at Siward James on Saturday, 4 February 2017 from 10.00am to noon. The posters and flyers were out around the Village and the Secretary had already sent details to Mrs Howarth for the <i>Newsletter</i> and would ask the Parish Clerk to put details in the village section of <i>The Hereford Times</i>. Needless to say, the details and poster were also on the Parish Website.</p> <p>b. Mrs Davies told the Meeting that she had been given a good number of raffle prizes for Mrs Aldridge and Mrs Bick, similarly for the Tombola being run by Mrs Butcher and Mr Rice. However, she would welcome more cakes for the cake stall which Mrs Nicolson and Mrs Fryer would be</p>	

ITEM	ACTION
<p>running. The Secretary would send out an email and ask for more cakes for the stall. Mrs Stephens and Ms Tremain would once again be in charge of the Refreshments.</p> <p>19. <u>Annual Barbecue and Garden Party (Sunday, 23 July 2017).</u></p> <p>a. The Chairman noted, that, as he had mentioned at the start of the Meeting, the Group's achievements had again been recognised, this time by the award to the Secretary of the British Empire Medal in the New Year Honours List on behalf of the Group for their community work in flood protection. The Medal would be presented by the Lord Lieutenant and Lady Darnley had already been in touch to discuss the format for the presentation. She had agreed that a garden party followed by the Annual Barbecue would be entirely appropriate and that it should be held at Millcroft Farm. The date of Sunday, 23 July had been free in her diary so that had also been agreed.</p> <p>b. The Chairman said that he hoped that the occasion would be rather less formal than the presentation of the QAVS. The suggested time would be 4.00pm for the Garden Party and Presentation, followed at 6.00pm by the Barbecue. All those present at the Meeting were happy with the arrangements to date. (Afternote. It is suggested that the Garden Party and Barbecue might be a good occasion on which to invite some of our past outside supporters, as well as those from whom we are hoping to get help this year. The Secretary is composing a list and, if there is anyone whom members think merits an invitation, they are asked to let her know. As space will be limited, the invitations will have to be much more selective than for the QAVS event).</p> <p>c. The Chairman turned to the question of cost and reminded members that after the QAVS Presentation there had been a surplus of £85 in the entertainment column of the account. £45 had been used to help defray the costs of last year's Barbecue which Mr and Mrs Stevens had kindly hosted. The suggestion had been made that the Group might like to consider the remaining £40 from this surplus being used to support this year's dual event. The normal practice had been for members also to contribute food for the Barbecue themselves and this would mean that much of the additional expense might be covered by members' usual generosity.</p> <p>d. It was proposed by Mr Sebbage that £40 should be allocated towards payment of the costs of the event, seconded by Mrs Davies and agreed.</p>	<p>All Secretary</p> <p>All</p> <p>Treasurer</p>
<p><u>ITEM 8 – ANY OTHER BUSINESS</u></p> <p>20. <u>Date of the Next Meeting.</u> The next Meeting would be held at the Siward James Centre on Tuesday, 28 February 2017.</p> <p>21. There being no further business the Meeting closed at 8pm.</p>	

Cllr KA Mitcheson
Chairman

28 February 2017