

BODENHAM FLOOD PROTECTION GROUP

MINUTES OF THE BODENHAM FLOOD PROTECTION GROUP'S MEETING AT THE SIWARD JAMES CENTRE AT 7.30PM ON TUESDAY, 29 OCTOBER 2013

ITEM	ACTION
<p><u>ITEM 1 - WELCOME AND INTRODUCTION BY CHAIRMAN</u></p> <p>1. The Chairman welcomed everyone to the October Meeting and added a particular welcome to the new Area Representative for Maund Bryan, Mr Philip Broomhead. The Chairman went on to thank all those who had attended the last working party of 2013 on Friday, 11 October when the final work at the Ketch Lane/ Millcroft junction was completed. As regards the weather, he said that, despite all the dire warnings of storms over the last few days, the water level in the Millcroft Brook had only risen to 0.4m. Nevertheless, it had been, as always, good to be prepared.</p> <p>2. Continuing, the Chairman thanked the Quiz Night team of Mrs Griffiths, Mr and Mrs Bick, Mrs Aldridge, Mrs Watson and Mrs Davies for yet another successful fund-raising event. He also thanked Mrs Sanford for acting as the Quiz Master and, together with her team, for providing us again with some thought provoking questions. He acknowledged the amount of hard work involved in organising such events and said that he was most grateful to everyone concerned for their excellent efforts, as well as to everyone else who had come and supported the occasion.</p> <p>3. <u>Apologies.</u> There were 25 members present and apologies were received from Mr Bowden, Mr Sebbage, Mr and Mrs Brown, Mr and Mrs Davies, Mrs Avery, Mrs Clark, Mrs Parker, and Miss Easson.</p>	
<p><u>ITEM 2 – MINUTES OF THE LAST MEETING</u></p> <p>4. The Chairman asked members to approve the Minutes of the September Meeting which had been circulated earlier with the Agenda and which were also available in hard copy on the tables for those members without computers. Approval of the Minutes was proposed by Mrs Watson, seconded by Mr Dowler and agreed.</p>	
<p><u>ITEM 3 – MATTERS ARISING</u></p> <p>5. <u>High Visibility Jackets.</u> The Chairman reported that he was still waiting for Mr Trewin from the Environment Agency to decide on a date for the presentation of high visibility vests/ jackets to the Group. From earlier correspondence, he expected this to happen some time in November.</p> <p>6. <u>Sandbags.</u></p> <p>a. The Chairman reported that, as agreed at the last BFPG Meeting, 250 filled sandbags had been ordered from Herefordshire Council and Balfour Beatty had delivered them very promptly to the Parish Hall car park. However, they did not have the 200 empty sandbags which had also been requested in stock, so those remain on order.</p> <p>b. Those who had attended recent working party sessions would know that</p>	Secretary

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<p>every effort had been made to account for all the sandbags around the Village and to make sure they were in good condition ready for the Winter. Those residents who have had sandbags on their own premises are gradually responding to the Secretary to give her a more complete picture for the Sandbag Location Statement which she has to produce for Herefordshire Council. At the last count there were 692 sandbags in central stocks and a further 425 sandbags on private properties.</p> <p>c. With regard to those cages which are not totally full, the Chairman suggested that, rather than put new sandbags on top of old, it would make more sense to run the current ones right down and then do a total replenish from the new ones now on pallets in the Parish Hall car park. He expected this to be in April at the first working party session of 2014.</p> <p>7. <u>Working Party Sessions.</u> The Chairman once again thanked all those who had turned up since April to help at the working party sessions which have taken place around the Village. They had been carried out with great cheerfulness, willingness and good humour, even in the rain, and all the tasks on the Maintenance List for 2013 had now been completed.</p>	Secretary																												
<p><u>ITEM 4 - TREASURER'S REPORT</u></p> <p>8. The Chairman reported that the balance at the end of September had been £2,058.88. The expenditure and income since then had been:</p> <table border="1" data-bbox="76 1032 1257 1301"> <thead> <tr> <th data-bbox="76 1032 475 1070">Income</th> <th data-bbox="475 1032 624 1070">£</th> <th data-bbox="624 1032 1050 1070">Expenditure</th> <th data-bbox="1050 1032 1257 1070">£</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1070 475 1108">Quiz Night:</td> <td data-bbox="475 1070 624 1108"></td> <td data-bbox="624 1070 1050 1108">Hire Siward James Jun - Aug</td> <td data-bbox="1050 1070 1257 1108">13.50</td> </tr> <tr> <td data-bbox="76 1108 475 1146">Donations</td> <td data-bbox="475 1108 624 1146">30.00</td> <td data-bbox="624 1108 1050 1146">Quiz Night Expenses:</td> <td data-bbox="1050 1108 1257 1146"></td> </tr> <tr> <td data-bbox="76 1146 475 1184">Raffle</td> <td data-bbox="475 1146 624 1184">140.00</td> <td data-bbox="624 1146 1050 1184">Refreshments</td> <td data-bbox="1050 1146 1257 1184">77.31</td> </tr> <tr> <td data-bbox="76 1184 475 1223">Entry Fees (54 @ £6)</td> <td data-bbox="475 1184 624 1223">324.00</td> <td data-bbox="624 1184 1050 1223"></td> <td data-bbox="1050 1184 1257 1223"></td> </tr> <tr> <td data-bbox="76 1223 475 1261">Total October Income</td> <td data-bbox="475 1223 624 1261">494.00</td> <td data-bbox="624 1223 1050 1261">Total October Expenditure</td> <td data-bbox="1050 1223 1257 1261">90.81</td> </tr> <tr> <td data-bbox="76 1261 475 1301">Balance c/f November</td> <td data-bbox="475 1261 624 1301">2462.07</td> <td data-bbox="624 1261 1050 1301"></td> <td data-bbox="1050 1261 1257 1301"></td> </tr> </tbody> </table> <p>9. The Chairman added that the profit from the Quiz Night had therefore been £416.69, commenting that he thought that, for the excellent sandwiches and nibbles produced by the Quiz Night organisers, the declared expenditure of £77.31 was very low and he rather suspected that some of them had generously not charged fully for their expenses. He once again thanked them all for their hard work and support for a very successful fund-raising evening.</p>	Income	£	Expenditure	£	Quiz Night:		Hire Siward James Jun - Aug	13.50	Donations	30.00	Quiz Night Expenses:		Raffle	140.00	Refreshments	77.31	Entry Fees (54 @ £6)	324.00			Total October Income	494.00	Total October Expenditure	90.81	Balance c/f November	2462.07			
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<p><u>ITEM 5 – FUTURE PLANS</u></p> <p>10. <u>Fund-Raising Coffee Morning (8 February 2014).</u> The Chairman reminded members that Mrs Davies would once again be organising a fund-raising coffee morning at Siward James on Saturday, 8 February 2014. No doubt Mrs Davies would provide more information at the November Meeting, but this was advanced notice for members' diaries.</p> <p>11. <u>PA 6 AW Spraying Course.</u></p> <p>a. The Chairman reminded members that in 2010 Mr Stephens had attended the DEFRA spraying course so that he could follow up on working party sessions by spraying the ditches the Group had cleared. On that occasion it had been agreed that the BFPG would help him by funding half the cost and since then Mr Stephens</p>	Mrs Davies																												

ITEM	ACTION
<p>had used his expertise around the Village in support of the Group’s work.</p> <p>b. However, the qualifications Mr Stephens has gained do not allow him to spray on any ‘watercourse’ and to do so he needs to obtain the PA6 AW Certificate. This has restricted the work he can currently do, for example, in Ketch Lane. Although not directly a water course in itself, any water from the ditch does eventually go into a water course – the Millcroft Brook – and to spray it he needs the higher qualification, the PA 6 AW, the cost of which is £100. The Chairman asked whether the Group would agree to help fund part of this cost. It was proposed by Mrs Bowden that the Group should pay half the cost, <i>i.e.</i> £50, and this was seconded by Cllr Avery and unanimously agreed.</p> <p>c. The Treasurer was asked to liaise with Mr Stephens over this.</p>	<p>Treasurer</p>
<p><u>ITEM 6 – PROPERTY-LEVEL FLOOD PROTECTION</u></p>	
<p>12. <u>Documents to Confirm Property-Level Flood Protection (PLP).</u></p>	
<p>a. The Chairman recalled that the Secretary had been in touch with those residents who had received property-level flood protection equipment under the Environment Agency Grant to enquire if they had received any correspondence from Amey Herefordshire which could, if necessary, be sent to their insurers to demonstrate that action had been taken to protect their property from any future flooding. She had thought that this would be in the form of a letter and certificate, but after subsequent trawling through her files had found that, in fact, it was a combined letter from Mr Ziad Malik from Amey together with a report from JBA Consulting on the work undertaken at the property. Also included with these documents was a copy of the householder’s Property-Level Flood Protection Scheme Participation Agreement.</p> <p>b. The Chairman suggested that all those who have participated in the Scheme should find these documents and keep them safe in case they are required. The key paragraph is in the third paragraph on page 2 of Mr Malik’s letter which says “.....You should keep these documents safe as they may be required by your insurance company”. The Chairman added that if any one was in any doubt about what they should be looking for, he had examples to show them.</p> <p>c. The Secretary went on to say that, if any resident did show these documents to their insurance company to support a reduction in their insurance quote, she would be interested in the insurance company’s response.</p>	
<p>13. <u>Defra Survey of PLP Schemes.</u> The Chairman reported that JBA Consulting had been commissioned by Defra to assess the performance of PLP schemes across the country and to pull together ideas for a best practice framework for scheme delivery and aftercare. Mr Peter May, the surveyor from JBA Consulting who had carried out the initial surveys in Bodenham in 2011, had contacted the Secretary and asked her to complete a survey for Bodenham. A copy of the draft response had been attached to the Agenda for information, and members had been asked to let the Secretary have any comments on it by midday on the day of the Meeting as the Secretary had been asked to submit the reply by the following day (Wednesday, 30 October). The Chairman apologised for the short notice in asking for members’ comments but it was a rather wide-ranging report which Mr May had asked for and it had taken the Secretary and himself some time to complete. The report was</p>	

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<p>unanimously agreed.</p> <p>14. Mr Dowler asked the Secretary to record the thanks of BFPG members for all the work which she and the Chairman undertook on behalf of the Group. The Chairman thanked Mr Dowler and members present for this and for their continued support.</p>	
<p><u>ITEM 7 – NEW CONTACT LIST 2014</u></p> <p>15. The Chairman informed members that the meeting dates for 2014 had now been agreed with Mrs Gillian Baines, the Warden at Siward James, and the new contact list was now available. It will be posted around the Village and published on the Parish Website and in the December/ January issue of the <i>Newsletter</i>. A copy is attached to these Minutes and copies will also be available at future BFPG Meetings for those without email.</p>	Secretary
<p><u>ITEM 8 – EXTERNAL CONTACTS</u></p> <p>16. <u>Environment Agency – Research into Volunteering.</u> The Chairman reported that Mr Trewin from the Environment Agency had contacted the Secretary to ask if she would be willing to take part in a survey regarding volunteer groups. The aim of the survey was to understand what motivates people to volunteer and in particular to volunteer on water and flooding issues. This involved filling in a lengthy on-line questionnaire which the Secretary and Chairman had recently completed.</p> <p>17. <u>Flood Hazard Research Centre Report.</u> The Secretary had also been contacted by Mr Damon Owen from the Flood Hazard Research Centre (FHRC) at Middlesex University. A Manual has apparently been produced by the Centre under the Modelling and Risk theme of the joint Defra and Environment Agency research and development programme. It is said to be the source of most information used by the Environment Agency and others to justify investment in flood risk management and we have been told of its existence because apparently local groups and activists need to understand the Manual to get the most out of government grants for flood risk reduction. It will be available on line some time after 12 November and may prove to be useful with a view to fund-raising for the replacement of the twin culverts at the Ketch Lane/ Millcroft Road junction.</p>	Secretary
<p><u>ITEM 9 – ANY OTHER BUSINESS</u></p> <p>18. No other matters of business were raised.</p>	
<p><u>ITEM 10 – DATE OF THE NEXT MEETING</u></p> <p>19. The Chairman confirmed that the November Meeting, the last of 2013, will take place on Tuesday, 26 November.</p> <p>20. There being no further business the Meeting closed at 8.00pm.</p>	

BODENHAM FLOOD PROTECTION GROUP

Chairman: Cllr Tony Mitcheson
Treasurer: Mrs Babs Mitcheson
Operations Manager: Cllr Tony Mitcheson
Secretary: Mrs Babs Mitcheson

The Moor:

The Moor Road: Mr Tony Clark: 797943
Orchard Close/Chapel Lane: Mr Robert Pritchard: 797428
Brockington Road (2 -31& 35): Mr Simon Dowler: 797363
Brockington Road (1, 32-34, 36 – 42A): Mrs Rebecca Burnill: 797823
Brockington Road (43- 54): Mrs Gwen Bowden: 797868
Siward James: Mrs Gillian Baines: 797412
Ash Grove Close: Mrs Jean Fryer: 797338
Ash Grove View: Mr David Harris: 797575
Ash Grove View: Cllr Alec Avery: 797744
Millcroft Road: Miss Barbara Gibson: 797643

Bodenham Village:

Bridge to War Memorial:
The Forge: Mr Simon Nickols: 797144
Church and Bodenham Village:
Mr David Ayshford Sanford: 797549
Mr Mike Mullenger: 797199

Maund Bryan:

Mr Philip Broomhead: 797167

Bodenham Flood Protection Group Meeting Dates 2014

These Meetings are open to ALL MEMBERS OF THE PUBLIC

All Meetings, unless otherwise notified will be held on the last Tuesday of the month at Siward James Centre starting at 7.30 pm

January	28th	July	29th
February	25th	August	26th - AGM
March	25th	September	30th
April	29th	October	28th
May	27th	November	25th
June	24th		

**If you are unable to attend or have points which you would like to be raised at the meeting, please contact the Secretary Mrs Babs Mitcheson 797170
Or by email at BabsMitcheson@aol.com**

The above dates will appear in the appropriate month's Bodenham Newsletter and on the Parish Website.