

BODENHAM FLOOD PROTECTION GROUP

MINUTES OF THE BODENHAM FLOOD PROTECTION GROUP'S MEETING AT THE SIWARD JAMES CENTRE, AT 7.30 PM ON TUESDAY, 31st MAY 2011

ACTION

ITEM 1 – WELCOME BY THE CHAIRMAN

1. The Chairman welcomed everyone to the May Meeting.
2. There were 34 members present and apologies were received from Mrs Burnill, Mrs Fryer, Mr & Mrs Arrowsmith, Mr R. Bowden, Mr Mullenger and Mr Sebbage.

ITEM 2 – MATTERS ARISING

3. **Proposed Flood Protection Exhibition – Wednesday, 20th July 2011.** Mr Clark told the Meeting that this had now been postponed until early September and all would be made clear at Agenda Item 5.

4. **BFPG Representation on the Parish Council – Update.** Mr Clark reminded the Meeting that at the Parish Council Elections 6 members of the Parish Council did not stand for re-election. There are currently only 4 members of the new Parish Council and, until more councillors are elected and the new Chairman nominates one of them with responsibility for the BFPG, the Group will not have a representative on the Parish Council. In addition, the new Chairman will need to nominate an Emergency Officer, who will be responsible for ensuring there are sufficient sandbags around the village, and also a member to walk the Millcroft and Moor Brooks and liaise with the River Lugg Internal Drainage Board and BFPG over maintenance issues. As the new Chairman is currently away, there are insufficient councillors to form a quorum; therefore there will not be a Parish Council Meeting in June. The next one will take place in July.

5. **BFPG AGM and Election of Committee and Officials for 2012.** The Chairman reminded members that in August there would be the annual election of officials and Committee for the BFPG. Attached to the Agenda was the current list of officials and, if anyone wished to be considered for any of the positions, they should contact the Secretary. (**Afternote.** Attached to these Minutes are the names of those officials who have agreed to stand for the coming year).

6. **HVA Volunteer Team of the Year.** The Chairman recalled that, just before he retired as our local District Councillor, Mr Keith Grumbley had nominated the Group as Volunteer Team of the Year with Hereford Voluntary Action. Mr Grumbley reported that unfortunately the BFPG had not been successful and that the winners of the various awards had been those contributing to youth activities.

All

ITEM 3 – TREASURER’S REPORT

7. The Treasurer told the Meeting that there had been no income or expenditure during May and that the Group’s balance stood at £1,604.09.

ITEM 4 - FUTURE PLANS

8. Mr Clark thanked all those who had contributed to the working parties to date. He and Mr Stephens, his fellow working party organiser, had been very pleased with the support which members had given. Because of this, the Group were very much on top of all the maintenance work required and would not now need to meet until 6.30pm on Friday 24th June at Brockington Road bridge. The work to be undertaken will be decided on the evening, depending on the number of members who turn up. Meanwhile, as part of the planned maintenance of the Millcroft Brook bank from Millcroft Farm to Brockington Road bridge, all residents with property along this stretch of the brook will be contacted to ascertain whether or not they would like Mr Stephens to spray the bottom part of the bank and for the Group to undertake clearing overgrown shrubbery on their behalf.

**Mr Clark
Mr Stephens**

9. Mr Davies of 30, Brockington Road stated that he did not wish the Group to do any work on the area of the bank for which he had riparian responsibility.

ITEM 5 – AWARD OF EA GRANT FOR PROPERTY-LEVEL FLOOD PROTECTION

10. Mr Clark reminded members that in 2010 he, Cllr Grumbley and Cllr Mitcheson had helped Herefordshire Council to put together an application for a grant for flood protection under the second tranche of money being made available by the Environment Agency (EA). This bid had not been successful. However, a third tranche of funds had been made for 2011 and he and Mr Mitcheson had again liaised with Herefordshire Council to update the Bodenham application. This had been successful and £144,500 had been allocated to the Parish.

11. On current information 34 properties have been nominated, *i.e.* £4,250 per property. Although this seemed like a large sum of money, Mr Clark reminded the Meeting that it had to cover not only surveying costs, which could be as much as £500 per property, but also the administrative costs of Herefordshire Council/Amey. Mr Steve Hodges from Herefordshire Council would be letting the Secretary know exactly which houses have been selected and she would inform the householders concerned. (**Afternote.** The nominated properties – 32 confirmed by Mr Hodges, and not 34 as originally stated – were informed by letter on 2 June. In addition, Herefordshire Council have said that those property owners who have not been listed for a share of the grant, but who feel that they should be eligible, may submit claims to be considered, if they so wish. Accordingly, those who were on the original list of properties affected by flooding in 1998 or 2007 were also informed of this by letter on 2 June).

12. Mr Clark said that the next step would be for Mr Hodges, accompanied by Mr Andrew Palmer from Amey, to visit the village on Thursday 9th June. They would be briefed by him and Mr Mitcheson and given a tour of the village and the flooding “hotspots”. They would then meet the property owners, both those listed

and those who felt that they had a claim to be considered, at 6.00pm at the Siward James Centre and would explain the next steps to all concerned. He stressed that the timing of the project is very tight as all the work has to be completed by the end of March 2012. (**Afternote.** Mr Peter May from JBA, the Surveyors chosen for the Project, will also be attending the meeting on 9th June).

13. Mr Clark went on to say that, so that the Group would have some idea of how the project would be implemented, he and the Secretary had visited Ms Jackie Bremner at Withington/Cross Keys. The Withington Flood Action Group had received a grant in the previous tranche of funding and were in the final stages of completing the property-level flood protection measures for their homes. Ms Bremner and her colleagues had been extremely helpful and, based on their information, Mr Clark outlined the likely course of events for those involved in the Project in Bodenham:

a. **Surveys.**

(1) The surveys would take place in two parts. The first surveyor would set up the data markers and note the siting of ditches, culvert and drains etc.

(2) A second surveyor will contact each householder nominated for a grant. This will be from another firm which will be appointed for the Project. This is likely to be in late June. A date will be agreed with the householder and a full survey will be made of the property. To help the surveyors, householders will be asked to produce as many photographs of the flood damage inside and outside their properties as possible. Once each surveyor's report is completed, copies will be sent to Herefordshire Council/Amey and the householder. The latter will then have a month or so in which to consider the surveyor's recommendations.

(3) Mr Clark noted that, owing to the tight time scale, if the householder is unable to find a suitable date to meet the surveyor, he or she will be asked to find a relative, neighbour or a member of the BFPG Committee to represent them so that the Project is kept on track.

b. **Flood Fair/Exhibition.**

(1) Mr Clark reminded members that the Group had planned to hold its own Flood Fair on Wednesday, 20th July. Because of the successful bid for EA funding, this has now been postponed and will take place in early September as part of the overall Project. Herefordshire Council/Amey will hold a day specifically for those who have been nominated by the EA to receive a grant. This will allow the nominated householders to see the protective measures produced by a number of different manufacturers and relate these to the recommendations made by the surveyors for their own properties. The householders will then be given a proforma and asked to complete it with the products which they wish to receive.

(2) The Group are very keen for this official day of the Flood Fair to be followed by a second day for a wider audience, not only

of those who have been nominated for a grant, but also other Bodenham residents and those of other parishes across the County. It is envisaged that at this the manufacturers might show videos of their products in action, give short briefings and be on hand to answer any questions. Mrs Mary Dhonau, known to the Group for her visits and support, has agreed to organise this second day for the Group and it is planned that it will include not only the manufacturers of flood protection equipment, but also the nominated surveyors. In the evening, it is proposed to hold a debate, chaired by Mrs Dhonau on flood insurance issues.

c. **Fitting the Products.** Once Herefordshire Council/Amey know the items which have been chosen by the nominated householders, a plan for fitting the products will be issued. Again, because of the large number of properties and the very tight schedule, it will be important that householders work closely with their chosen manufacturer to ensure that every effort is made to get the work done quickly and effectively.

d. **Checking the Work.** Once the work has been completed, the surveyors will return to check the standard of work and inform Herefordshire Council/Amey accordingly.

14. Finally, Mr Clark reminded the meeting that it was the responsibility of all householders whose residences had been fitted with flood protection equipment to ensure that if they were likely to be away when there was a possibility of flooding, to ensure that the flood protection equipment was in place. Alternatively they could arrange with a neighbour or friend who knew where the equipment was stored and had access to it, to fit it for them, should it prove necessary.

15. Although the Project will be run by Herefordshire Council/Amey, the BFPG will be involved in a supportive role if required. (**Afternote:** The question has been raised about the impact that any flood protection work on a property may have on a neighbouring property. The Secretary has been in contact with Mary Dhonau who is pursuing the matter on behalf of the Group).

ITEM 6 – ANY OTHER BUSINESS

16. **Bodenham Open Gardens.** Mr Simon Nickols asked those who were part of the Open Gardens day on 12 June, or had agreed to help out at the event, to stay behind for a short meeting.

ITEM 7 – DATE OF THE NEXT MEETING

17. The next Meeting will be at 7.30pm on Tuesday, 28th June at the Siward James Centre.

18. There being no further business the meeting was closed at 8.00 pm.

Signed: Mrs P Sanford
Chairman

28th June 2011

BFPG COMMITTEE AND AREA REPRESENTATIVES LIST

| <u>Position</u> | <u>2010/11</u> | <u>2011/12</u> |
|---|---------------------------|------------------------|
| <u>Chairman:</u> | Tricia Sanford | |
| <u>Treasurer:</u> | Tony Clark | |
| <u>Secretary:</u> | Babs Mitcheson | |
| <u>Operations Manager:</u> | Tony Clark/ Mike Stephens | Mike Stephens |
| <u>The Moor:</u> | | |
| <u>The Moor Road:</u> | Tony Clark | Tony Clark |
| <u>Orchard Close:</u> | Robert Pritchard | |
| <u>Chapel Lane:</u> | Robert Pritchard | |
| <u>Brockington Road –North:</u> | Simon Dowler | |
| <u>Brockington Road – South:</u> | Gwen Bowden | Gwen Bowden |
| <u>Ash Grove Close:</u> | Jean Fryer | Jean Fryer |
| <u>Ash Grove View:</u> | David Harris | |
| <u>Millcroft Road:</u> | Barbara Gibson | Barbara Gibson |
| <u>Bodenham Village:</u> | | |
| <u>Bridge to War Memorial:</u> | Simon Nickols | Simon Nickols |
| <u>Church and Bodenham</u> | David Ayshford-Sanford | David Ayshford-Sanford |
| <u>Village:</u> | Mike Mullenger | Mike Mullenger |