

BODENHAM FLOOD PROTECTION GROUP



MINUTES OF THE BODENHAM FLOOD PROTECTION GROUP'S MEETING AT THE SIWARD JAMES CENTRE AT 7.30PM ON TUESDAY, 29 SEPTEMBER 2015

ITEM	ACTION
<p><u>ITEM 1 - WELCOME AND INTRODUCTION BY CHAIRMAN</u></p> <p>1. The Chairman welcomed everyone to the September Meeting and said that, with the current continuing good weather, he had nothing to report on the subject of flood risk.</p> <p>2. <u>Apologies.</u> There were 30 members present and apologies were received from Cllr Baker, Mr George, Mr Harris, Mr Nicolson, Mr Schwartz, Mr and Mrs Brown, Mr and Mrs Hemmings, Mrs Burnill, Mrs Fryer and Mrs Parker.</p>	
<p><u>ITEM 2 - MINUTES OF THE LAST MEETING</u></p> <p>3. The Chairman asked members to approve the Minutes of the AGM in August. These had been circulated earlier with the Agenda and were also available in hard copy on the tables.</p> <p>4. Approval of the Minutes was proposed by Mrs Bowden, seconded by Mr Rice and agreed.</p>	
<p><u>ITEM 3 – MATTERS ARISING</u></p> <p>5. <u>Housing Developments.</u> The Chairman said that work on assessing Bell Homes' plans for the control and disposal of surface water and sewage were continuing and he had been in correspondence with the Herefordshire Council Planning Office on this and other issues, such as the question of parking on the C1125 and the hazardous nature of the C1125/ A417 junction. As regards Bovis Homes' proposed development of the land south of Chapel Lane, it looked as though Welsh Water now recognised the problems of putting additional sewage through the Moor Brook pumping station. Their latest plan seemed to be to require the developer to connect to the northern part of the sewerage system. The Chairman said that he had been in correspondence with the Planning Office over this as well and had indicated that he could not see how this solved the problem of adding yet more houses to an already overloaded system.</p> <p>6. <u>The Queen's Award For Voluntary Service.</u> See Agenda Item 5 below.</p>	

ITEM	ACTION
<p>7. <u>Proposed Purchase of a Pole Hedge Trimmer.</u></p> <p>a. The Chairman reminded members that during the working party session on 7 August Mr Stephens had kindly used his own pole hedge trimmer to cut back the hedging along the drainage ditch to the rear of Orchard Close. He felt that it was unreasonable to expect members to use their own private equipment on such occasions and it had been suggested that the Group should consider buying its own long reach hedge trimmer. Mr Stephens had found a supplier who was willing to let the Group have a similar make to his own for £496 after VAT had been refunded. However, it had been agreed that, since the tool was only likely to be used once or twice a year, the Chairman would investigate other options for hiring such equipment or purchasing it on line.</p> <p>b. Having looked at equipment hire firms on the internet, it would appear that to hire a pole hedge trimmer for a day would cost £45 - £50, plus the cost of travelling to collect and return the equipment. He suggested that on that basis purchasing a hedge trimmer for use on only two sessions a year would not really be a cost-effective option, since the payback period compared with hiring the tool would be 4 or 5 years. However, the hire option also had disadvantages; there was all the inconvenience involved in someone having to collect and return the equipment, the possibility that a hedge trimmer would not be available for hire when the Group needed it, the chance that the weather might mean that a working party session had to be cancelled when a trimmer had already been hired, and so on.</p> <p>c. He suggested that, if Mr Stephens agreed, it would be more sensible to pay him for the use of his own pole hedge trimmer, as and when the Group required it. Mr Stephens indicated that he would be happy with such an arrangement. After some discussion it was agreed that Mr Stephens would be asked to invoice the Treasurer for £30 for using his pole hedge trimmer on behalf of the Group on each occasion this occurred. It was clearly understood that Mr Stephens would operate the trimmer and that it would not be available for use by other members.</p> <p>d. Mr Tilford and Mr Clark both said that they also owned similar hedge trimmers and that were happy to use these for BFPG tasks without charge.</p> <p>e. The Chairman concluded by noting that Mr Stephens and others had frequently provided fuel for the powered equipment, such as strimmers and ordinary hedge trimmers, used on working party sessions. He felt that they should be reimbursed for this and suggested that they should be invited to invoice the Treasurer at the end of each annual working party season to cover such expenditure.</p> <p>f. The above points were proposed by Cllr Avery, seconded by Mrs Watson and agreed.</p>	
<p><u>ITEM 4 - TREASURER'S REPORT</u></p> <p>8. The Chairman reported that the balance at the end of August was £3,106.99.</p>	

ITEM				ACTION
Income		Expenditure		
QAVS Donations	£35	Secretary's Printer Ink	£35	
		Siward James Invoice	£13.50	
<u>Total</u>	£35	<u>Total</u>	£48.50	
<p>9. The new balance was therefore £3,093.49. However, the Chairman noted that the Treasurer had been working with the Parish Clerk on the question of the VAT due to the Group and this balance was therefore likely to change.</p>				
<u>ITEM 5 – QUEEN’S AWARD FOR VOLUNTARY SERVICE</u>				
<p>10. The Chairman said that a lot of work had already gone into preparing for the QAVS Presentation. He thanked everyone who had already given up time to helping with this planning and especially those who had kindly agreed to help on the night. He remarked that, like everything the Group did, it was a team effort.</p>				
<p>11. He reported that he and the Secretary had held a meeting with one of the Lord-Lieutenant’s staff on 25 September at the Parish Hall to discuss the arrangements for the Presentation. There were still one or two minor issues to be resolved, but most of the details had now been confirmed.</p>				
<p>12. <u>Outline Programme.</u> He then described the layout of the hall for the Presentation and ran through the outline programme for the evening. He said that the important points to note were that:</p> <ul style="list-style-type: none"> • Everyone would have to be seated by 5.50pm • Anyone who was late would not be admitted until after the Presentation. • Lady Darnley would arrive at 6.00pm. • She might be accompanied by Lord Darnley. He is disabled and would come in first, either on a chair or sticks. • This was the Queen’s Award and Lady Darnley would be representing the Queen, so everyone will be standing when she comes into the hall • The formal part of the evening will be quite short: <ul style="list-style-type: none"> ○ Jeremy Millar, who was our Ward Councillor and who nominated us for the Award, will make a short welcoming speech. ○ Air-Vice Marshall Mike Smart who was the Deputy Lieutenant who vetted us for the Award will read the citation. ○ Lady Darnley will then present the Award itself – a certificate and a ‘crystal’. ○ Lady Darnley will say a few words. ○ The Chairman will say a few words. ○ Lady Darnley will be escorted to the other end of the hall to look at the display of photographs and to meet members and guests. ○ Drinks and eats will be served. 				
<p>13. The plan is that, after the Presentation, the evening should be divided into:</p> <ul style="list-style-type: none"> • A semi-formal drinks reception while the Lord-Lieutenant, Lord Darnley and the official guests are present. • A more relaxed party for BFPG members and any local residents. 				

ITEM	ACTION
<p>14. <u>Attendance.</u></p> <p>a. The Chairman stressed that this was the whole BFPG’s Award and he hoped that as many members and their spouses/ partners would attend as possible.</p> <p>b. Parish Councillors have been invited with their partners/ spouses, but have been asked to pay for their tickets. The Chairman suggested that, subject to there being space available, local residents should be invited as well, but be required to pay for tickets. This met with general agreement.</p> <p>15. <u>Guests.</u> A number of guests had been invited who had helped the Group in the past (or might help it in the future). These included:</p> <ul style="list-style-type: none"> • Air-Vice Marshall Mike Smart DL. • Mr Jeremy Millar. • Cllr Bruce Baker, Councillor for Hampton Court Ward since May 2015. • Cllr Tony Johnson, Leader of Herefordshire Council. • Mrs Mary Dhonau OBE, former Chief Executive of the National Flood Forum and now a specialist independent community flood consultant. • Mr Charles Pudge, Chairman River Lugg Internal Drainage Board. • Mr Les Harrison, Engineer River Lugg Internal Drainage Board. • Mr Steve Hodges, Team Leader, Directorate Services, Herefordshire Council. • Mr Dan Trewin, Environment Agency. • Ms Sally Burton, Environment Agency. • Mrs Donna Tregenza, Senior Locality Steward, Balfour Beatty. • Mr Rod Hawnt, Founder and Group Chairman Hydro-Logic Limited. • Sarah Marriott, Chief Operating Officer, UK Flood Barriers Limited. <p>16. The Chairman noted that Mr Bill Wiggin MP and Cllr Brian Wilcox, the Chairman of Herefordshire Council, had also been invited, but were unable to attend. The Presentation being a formal ‘work’ occasion the spouses/ partners of the official guests had not been invited.</p> <p>17. <u>Catering.</u></p> <p>a. The Chairman went on to say that the Secretary had enlisted the support of a number of members who had offered to produce refreshments and to help in various ways during the evening, for example by serving food and drink. She was most grateful to all those who had already volunteered to help and the Chairman remarked that obviously this was not a party where anyone could just show up and expect a host or hostess to do all the work. Members of the Group would all be hosts and hostesses and work together to look after our guests.</p> <p>b. The Chairman stressed that it was important that the provision of refreshments was coordinated so that there would be a good spread and duplication of items was avoided. He asked any members who would also like to contribute to speak to the Secretary.</p>	

ITEM	ACTION
<p>18. <u>Tickets.</u> Continuing, the Chairman pointed out that the Secretary would need to know in advance who would be attending, for two reasons – catering numbers and the limited space available. The event would therefore have to be a ticket only occasion with all tickets issued in advance and none available on the night.</p> <p>19. <u>Cost.</u></p> <p>a. The Chairman reminded the Group that the question of expenses and how they should be paid for had been discussed at previous meetings. The cost of the refreshments could not be met from the Group’s public funds. However, a lot of members had already offered to help produce food for the occasion and this would be a great help in keeping costs down. At the same time it would be unreasonable to expect all the refreshments to be provided for free – those producing items should certainly be reimbursed for the cost of ingredients if they wished.</p> <p>b. The Chairman noted that some very generous financial donations had already been received and he thanked all those who had made them. He remarked that, if everybody attending paid £3 or £5 per head, this would go some way to covering the expenses. It equated to the price of a coffee and a sandwich, or a glass of wine and some peanuts at a pub. In his opinion that represented very good value for a full buffet with wine. He also assured the Meeting that, if any money received was not needed to cover the costs of this event, it would be allocated to defraying those of future social occasions, such as the Annual Barbecue.</p> <p>c. The Chairman proposed that those who were providing food should be repaid for their expenses, less a £3 per ticket contribution. Other members and spouses/ partners who would like to attend should pay a minimum of £3 per ticket. Others who were not members of the BFPG should pay £5 per ticket. Any additional amounts offered as donations over and above the minimum would obviously be most welcome. These proposals were unanimously agreed.</p>	<p>All</p>
<p><u>ITEM 6 – FUTURE EVENTS</u></p> <p>20. <u>Recent Working Parties.</u></p> <p>a. The Chairman thanked all those who had attended the working party sessions on 4 September when 15 members were present and the final working party on 18 September which 20 members had attended. Thanks to this support the task of checking all the sandbag cages and carrying out repairs and replacements had been completed and the culvert behind the Moor Brook flap valve had been finally cleared. He expressed his warm thanks to all those who had given up their Friday evenings to help.</p> <p>b. He added that plans were already being made for the new working party session starting in April next year and would be grateful if members of the Group could keep their eyes open for any areas of the Parish which might need the attention of the working party sessions.</p>	<p>All</p>

ITEM	ACTION
<p>21. <u>Bonfire Party (Saturday, 3 October)</u>. The Chairman reminded members that the Annual Bonfire Party would be the next social occasion and would take place at Millcroft Farm on Saturday, 3 October starting at 6.00pm. The usual mulled surprise, together other refreshments, would be provided. For catering reasons he asked all those planning to attend to let the Secretary know. (Afternote. Very sadly the party was cancelled owing to the sudden death of Mr Nicolson two days before the event).</p> <p>22. <u>BFPG Fund-Raising Quiz Night (Friday, 27 November 2015)</u>. The Chairman reported that the Secretary had sent details of the Quiz Night to the <i>Newsletter</i> for October and November and Mrs Griffiths had been given the posters and flyers which would be put around the village nearer the date. The Secretary has also asked the Parish Clerk to ensure that the event was publicised in <i>The Hereford Times</i>.</p>	Mrs Griffiths
<u>ITEM 7 – ANY OTHER BUSINESS</u>	
<p>23. <u>Winter Preparations</u>. The Chairman reminded members that now was the time to check and repair any sandbags they had and to ensure that any other flood protection equipment, such as barriers, automatic airbricks and toilet bungs, as well as ancillary items such as torches, were in good working order. If any members needed help – or knew of other residents who required assistance - they should contact the Secretary who would see what could be done to provide it.</p> <p>24. <u>Date of the Next Meeting</u>. The next Meeting will be held at the Siward James Centre on 27 October at 7.30pm.</p> <p>24. There being no further business the Meeting closed at 8.25pm.</p>	All

Cllr K.A. Mitcheson
Chairman

27 October 2015