

BODENHAM FLOOD PROTECTION GROUP

MINUTES OF THE AGM HELD AT THE SIWARD JAMES CENTRE AT 7.30 PM ON TUESDAY, 31 AUGUST 2010

Action

ITEM 1 – WELCOME

1. Cllr Tilford welcomed everyone to the AGM and explained that the BFPG operated under the aegis of the Parish Council and under the Group's Constitution the Committee and Area Representatives had to be elected each year. The existing Area Representatives had agreed to serve again, but the positions of Chairman, Treasurer and Secretary were open for election by a secret ballot of members. Until the votes had been counted by Cllr Mitcheson and a new Committee had been elected he would chair the AGM. He reminded everyone that it was their responsibility to use the voting forms provided to make their choice, if they had not already done so. He also asked all those present to sign the Attendance Register.

2. There were 34 members present. Apologies were received from Cllr Mullenger, Mrs Tracy Edwards and Mr David Ayshford-Sanford.

ITEM 2 – MATTERS ARISING

3. **Election of the BFPG Committee.** Cllr Tilford told the Meeting that the results would be announced as soon as all the votes had been counted by Cllr Mitcheson.

4. **Sandbags.**

a. He went on to say that Cllr Clark had placed an order with Herefordshire Council through the Parish Clerk for 250 filled sandbags and 250 spare bags. Cllr Clark had also asked the Parish Clerk to point out to Herefordshire Council that, whilst the need for sandbags to be biodegradable was understood, he hoped that the filled ones would last longer than 12 months and the new spare bags would not be degrading before they had even been used, as had recently been happening.

b. The current Sandbag Location List will be updated once the new sandbags arrive and the degraded bags have been replaced with new ones. **If anyone with sandbags is not on the list would they please contact Cllr Clark on 01568-797943.**

All

5. **Purchase of Group Equipment.** Mr Mike Stephens reported that the cost of a strimmer sufficiently robust to cope with the BFPG's work, without being too heavy for members of the Group to use, would be around £165 each. The cost of a

petrol hedge trimmer would be considerably more. After some discussion, it was agreed that Mr Stephens should purchase two trimmers on behalf of the Group. This was considered to be a more flexible and less costly use of the funds than the purchase of a trimmer and hedge trimmer.

6. **BBQ Evening.** Cllr Tilford thanked Mary and Simon Nickols for very kindly hosting the Group's Annual BBQ at The Forge on Saturday, 14 August. The weather had been very good and an excellent evening had been enjoyed by all those who attended.

7. **Visit of Mrs Mary Dhonau – CEO of The National Flood Forum.**

a. Cllr Tilford told the Meeting that the BBQ Evening had provided a good opportunity to invite Mrs Mary Dhonau, the CEO of the National Flood Forum, to visit Bodenham, see the work of the Group and meet members at a relaxed gathering.

b. During the afternoon, Mrs Dhonau, who already knew of the Group's work, had been introduced to the Chairman, Mrs Tricia Sanford, and given a short brief on the 1998 and 2007 floods by Cllrs Tony Clark and Tony Mitcheson. She had then been taken by Mr David Ayshford Sanford to see the Church and have the flooding issues there explained to her. Cllrs Tony Clark and Tony Mitcheson had next taken Mrs Dhonau on a tour of the village to see the key flood risk areas, including Orchard Close, where she met Mrs Sanford again, Chapel Lane, Brockington Road and finally the Millcroft Brook/ Ketch Lane junction before going on to the BBQ.

c. Mrs Dhonau had expressed great interest in the tour and had invited the Group to join the National Flood Forum, which the Secretary had subsequently arranged. Mrs Dhonau had also asked if she could come and talk to the Group at an evening Meeting and she has been invited for the last meeting of the year which is on Tuesday, 30 November.

8. **Fund Raising Quiz Night.** Cllr Tilford reported that the Secretary had been in touch with Mrs Knott and the Parish Hall has been booked for Saturday, 6 November which is the only evening on which Mr Rowland Hunt, who has agreed to be the Quiz Master, is free. Cllr Tilford asked if a member of the Group would be prepared to take on the task of organising the event and Mrs Maureen Bick, said that she would be happy to work with a team to do so. Mrs Tricia Sanford also offered to help.

9. **Blockages on the River Lugg by Dinmore Railway Bridge.** The Secretary has been informed by Cllr Mullenger that he has received confirmation from Paul Senior at the Environment Agency that work to clear the blockages will start in two weeks' time. There is a large amount of an invasive weed species (Himalayan Balsam) in the vicinity which has had to be sprayed before the removal equipment can be brought to site. The Secretary has passed this information on to Mrs Eva Lloyd.

AGENDA ITEM 3 – TREASURER'S REPORT

10. Cllr Clark gave the Group the following End of Year Income and

Expenditure Account:

<u>Income:</u>		<u>Expenditure:</u>	
Balance b/f	£648.00	Two Pumps	£329.70
Donations from:		Hire of Parish Hall	
Mr Tony Troia	£ 30.00	for Quiz Night	£30.00
Mrs Tricia Sanford	£55.00	Purchase of Smart Water	£20.00
Quiz Night	£487.39	Purchase of First Aid Kit	
West Mercia Police	£220.00	& 15 Hi Vis Waistcoats	£81.04
Coffee Morning		Hire of Parish Hall for	
and Table Top Sale	£423.00	Coffee Morning and Table	
Donations to pay		Top Sale	£45.00
for Hire of Parish Hall	£45.00	Training Courses	£223.49
		Balance c/f	£1,179.16
	<u>£1,908.39</u>		<u>£1,908.39</u>

11. Cllr Clark reminded the Group that, although the accounts looked healthy, there were a number of expensive purchases to be made in the near future and also the need to pay for the hire of Siward James for the Group's meetings and of other venues for fund-raising events. It was important that the Group continued to raise funds to maintain a healthy balance for the purchase of equipment that it may need in the future.

AGENDA ITEM 4 – PUBLICITY AND FUND RAISING

12. Cllr Tilford asked if there was a member who would like to be responsible for dealing with Publicity and Fund-Raising matters for the Group. It could be the same person or two people. Mrs Maureen Bick offered her services and other members of the Group promised their support to help her.

**Mrs Maureen
Bick**

AGENDA ITEM 5 – FUTURE PLANS

13. Cllr Tilford told the Meeting that the Parish Council, together with Cllr Grumbley, would be dealing with an issue on behalf of the Group where he thought that Herefordshire Council had not been entirely supportive. He would not give details, but assured the Group that he would be pursuing the matter.

14. **Working Parties.** The dates confirmed by Cllr Clark for Friday evening Working Party dates, times and locations for September/ October are:

**Mr Mike
Stephens**

a. **3 September: 6.30pm, Millcroft Road/ Ketch Lane Culvert**

Removal of silt from culvert or
Removing watercress/excess weed from the Brook.

b. **17 September: 6.30pm: (Afternote: To meet at Millcroft Road/
Ketch Lane junction to continue clearance work there).**

c. **1 October: 6.30pm:** To be notified.

Cllr Clark

15. **Possible Group Visit to UK Flood Barriers Limited at Droitwich.** Cllr Tilford told the Meeting that, on her visit on 14 August to meet the Group, Mrs Mary Dhonau had strongly advised that members should visit UK Flood Barriers Ltd, who deal in all types of flood defences for the home. Details are given on their website at www.ukfloodbarriers.co.uk/ and they welcome visits from flood groups to show off their wares; they have a specially built house in a tank which can be flooded so that visitors can see how effective their equipment is. Cllr Clark remarked that Droitwich was not very far away and suggested that, if a visit were arranged, the Group could go either in their own vehicles or, if there was a larger number, the hire of a mini bus might be considered. If members were interested, the firm could be contacted with a view to a visit at a later date. The Secretary was asked to contact UK Flood Barriers Ltd and find out more details for a visit.

Secretary

AGENDA ITEM 6 – THE ROLE OF THE AREA REPRESENTATIVES

16. Cllr Tilford emphasised the importance of the roles of the Area Representatives. They were the key points of contact for residents in their immediate area and it was important that they kept information flowing to and from these residents. Cllr Mitcheson commented that there had recently been complaints from some residents who were not on e-mail that they had not been receiving information. He stressed that it was particularly important that Area Representatives should ensure that any information sent to them by the Secretary was passed on to such members; Bodenham is a large parish and the Secretary did not have the time or resources to leaflet individual households all by herself.

**Area
Representatives**

17. Mrs Jean Fryer remarked that a lot of new people had recently moved into the village and asked if a welcome leaflet could be produced to be put through doors or given to new residents. This could contain sufficient information to direct them to the Parish Website, or to their nearest Area Representative for more detailed information. It was agreed that this would be a good idea and the Secretary would produce an outline for members to agree.

Secretary

AGENDA ITEM 7 - AMENDMENT OF THE BFPG CONSTITUTION

18. Cllr Tilford explained that the following amendments to the BFPG constitution required ratification:

Secretary

a. **Page 2: Paragraph 9.** This should be amended to read:

“a. The Chairperson will no longer be responsible for organising all its Working Party sessions;”

“c. The Secretary will also be responsible for sending the End of Year Schedule of Works to the Parish Clerk for filing with the Parish documents.”

b. **Page 3: Paragraph 9.** This should be amended to read:

“d. The new position of Operation Managers who are responsible for planning and organising all the Working Parties.” Cllr Clark and

Mr Mike Stephens have agreed to continue in this joint role.

“e. The Area Representatives have been increased to cover Brockington Road North, Brockington Road South and Bodenham Cottages.” Mr Simon Dowler, Mrs Gwen Bowden and Cllr Mullenger have agreed to continue as the representatives for these areas.

Secretary

c. **Paragraph 10.b.** To be amended to read: “The Committee will meet when required as decided by the Chairman.”

19. The amendments were proposed by Mr Nick Nicholson, seconded by Mr Simon Dowler and unanimously agreed by the Meeting.

AGENDA ITEM 8 - ELECTION OF THE BFPG COMMITTEE

20. Cllr Tilford gave the results of the election of the BFPG Committee for 2010/11 based on the votes cast by members:

- a. Chairman: Mrs Tricia Sanford
- b. Treasurer: Cllr Clark
- c. Secretary: Mrs Babs Mitcheson

21. All three agreed to continue for another year. The new list of Committee members and Area Representatives is attached at Annex A.

AGENDA ITEM 9 – ANY OTHER BUSINESS

22. **Leaves Blocking Drains.** Mrs Gwen Bowden raised the problem of leaf fall on to drains which become blocked as a result. The Chairman, Mrs Tricia Sanford, confirmed that this was a perennial problem in Orchard Close where many of the trees planted when the houses were built had preservation orders placed on them and residents were unable to cut them back without permission from Herefordshire Council. Cllr Tilford agreed that this made maintenance much harder for residents. He said that it was important for BFPG members to remain vigilant and for the Parish Council to ensure that Herefordshire Council cleared gullies and drains on a regular basis.

All

23. **Traffic Cone by Smeadals Lane Bridge.** Mrs Liz Davies pointed out that there was a bollard by a recently dug gully on the River Lugg side of the bridge at the Smeadals Lane/ Millcroft Road junction. The Secretary said that the Group had recently re-dug the gully which takes water from that part of the junction - a known flood risk area - and allows it to run directly into the brook . Until a barrier is put up protecting that area, the cone had been placed there to mark the gully so that no one would fall into it. She added that Cllr Mullenger had already told the Parish Council that the Highway Authority (Amey) should be notified that between the hedge and gate of the adjacent field and the bridge parapet there is a large gap with nothing to prevent a vehicle skidding from Smeadals Lane and going directly into the brook.

24. **Watercress.** Mr Simon Dowler, the Area Representative for Brockington Road North, reported that a large amount of watercress had formed in the Millcroft

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Brook upstream of the Brockington Road bridge. Mike Stephens replied that he was aware of this and would be putting it on the Working Party task list.

Mr Mike Stephens

25. **Responsibilities for Maintenance of Drains and Watercourses.** Mr Dowler went on to ask Cllr Tilford what would happen if the work currently done by the Group – but which was the responsibility of Herefordshire Council - ceased. Cllr Tilford replied that he was aware of the danger that the Council might come to take the Group's work for granted. However, the BFPG is part of the Parish Council and its work around the parish is recorded. If it were, for any reason, unable to continue to carry out maintenance works, there was a record of all that had been done and it would be easier to ensure that this was passed to Herefordshire Council to do. He reminded members that the main reason for the Group's formation was that the parish had no confidence in Herefordshire Council's ability to sort out the problems caused by lack of maintenance. Whilst it was not an ideal situation, the Group were able to deal with flood risk issues whilst, keeping Herefordshire Council (Amey) aware of the maintenance work being undertaken on their behalf.

26. **Moor Road Sewage Pumping Station.** Mrs Kathy Tremain and Mr Steve Lavender told the Meeting of the problems with the sewage pumping station on the Moor Road. Welsh Water had identified that the two pumps in the station were inadequate for their task. One pump had now been replaced, but the long term solution would be to replace the second one as well. Welsh Water were also aware that the drains along that stretch of the road needed to be jetted on a regular basis. Cllr Tilford thanked them both for this information and said that he would be grateful if they could keep him aware of the situation there.

27. There being no further business the AGM was closed at 8.13 hrs.

Signed: Mrs P Sanford, Chairman

28 September 2010

Annex A:

BFPG COMMITTEE AND AREA REPRESENTATIVES LIST 2010/2011

Chairman: Tricia Sanford
Treasurer: Tony Clark
Secretary: Babs Mitcheson
Operations Manager: Tony Clark/ Mike Stephens

The Moor:
The Moor Road: Tony Clark
Orchard Close: Graham Price
Chapel Lane: Robert Pritchard
Brockington Road –North: Simon Dowler
Brockington Road – South: Gwen Bowden
Ash Grove Close: Jean Fryer
Ash Grove View: David Harris
Millcroft Road: Vacancy

Bodenham Village:
Bridge to War Memorial: Simon Nickols
Church and Bodenham Village: David Ayshford-Sanford
Bodenham Cottages: Mike Mullenger