

BODENHAM FLOOD PROTECTION GROUP

AREA REPRESENTATIVES RESPONSIBILITIES

As an Area Representative you are asked to undertake the responsibilities listed below.

1. Take a general interest in your area to identify those residents:
 - a. Whose properties are liable to suffer from flooding.
 - b. Who may need help in taking flood precautions, whether from age or infirmity or because they spend a lot of time away from home.
 - c. Make sure that you have telephone contact details for all residents in your area whose homes are at risk of flooding.
2. Inform residents in your area about the Bodenham Flood Protection Group and advise them of its potential value to them as a source of advice on flood precautions, flood insurance and sandbags.
3. Ensure that:
 - a. Those residents in your area who need help in taking flood precautions are included in the 'Buddy System' with appropriate support.
 - b. You keep the Secretary informed of changes to the details of the 'Buddy System' for your area.
4. Let the Secretary know when you are going to be away from home for more than a day or two, so that arrangements can be made to provide flood protection cover for your area during your absence.
5. Allow your telephone and/ or e-mail address to be included on:
 - a. The lists of Area Representatives published by the BFPG in the Bodenham *Newsletter* and the Parish Council Website.
 - b. On the Flood Warning Telemetry System Alarm system so that you can receive alerts when the water levels in the Millcroft Brook are exceptionally high. (This only applies to Area Representatives in Bodenham Moor).
6. When a flood emergency appears to be imminent:
 - a. Assess the situation and decide whether or not any residents in your area need to be warned to take flood precautions and, if so, which residents.
 - b. If the situation warrants it, warn residents in your area by telephone or, if necessary, by visiting their houses.
 - c. Check that the 'Buddy System' is working as planned and, if not, take action as appropriate.
 - d. Keep the Chairman or Secretary informed of the situation in your area throughout the emergency on 01568-797170.