



**Minutes of a meeting of Thatcham Flood Forum Steering Group
held on Wednesday 27th November 2013, at 7.00 p.m.
in the Thatcham Town Council Chamber, Brownsfield Road**

Present: Iain Dunn (Chairman)
Stuart Clark (West Berkshire Council Officer) (part meeting), Peter Lavarack,
Leo Pieri, Nick Townsend and Brian Woodham

In attendance: Mel Alexander (Thatcham Town Council Officer), Tim Billington (local farmer
and land owner), Ryan Saul (Odyssey Markides, Consulting Engineers),
Charlie Cooper and Steve Ryan (WSP Group) (part meeting).

1. Apologies for absence

Apologies for absence were received from Brian Barnes, Cllr. Geoff Findlay and Steve Kelly.

2. Presentation from WSP Group

Charlie and Steve from WSP Group presented a slideshow of "Thatcham SWMP Flood Alleviation Schemes" that had been presented to the Surface Water Management Plan meeting prior to this. Charlie and Steve answered questions from Forum Members, were thanked for their presentation and left the meeting.

3. Minutes

The Minutes of the meeting held on 18th September 2013 were agreed and signed as a true record.

4. Matters Arising from last meeting

- Item 4.1 Stuart apologised for not having sent the DVD of the Rainsford Farm outlet from Thames Water and agreed to bring this to the next meeting.
- Item 7.2 It was agreed that Bryan Lyttle, West Berkshire Council Planning Officer, should be invited to a future meeting of the Flood Forum to discuss incorporation of flood alleviation works into development.
- Item 7.3 Stuart confirmed that West Berkshire Flood Action Group was still active and representatives of Thatcham Flood Forum were welcome to attend meetings. Stuart agreed to advise the Flood Forum of any meetings that he felt would be particularly useful for representatives to attend.

5. Updates:

5.1 Rainsford Farm

No updates to report.

5.2 Surface Water Management Plan

Brian reported that the first attenuation pond, east of Cold Ash Hill, was still on target for work to commence in the first quarter of 2014. Tender documents were due to be considered in January with work commencing on site before the end of March 2014. Ancillary works, such as tree felling etc, were likely to commence after Christmas.

5.2 Surface Water Management Plan continued

Stuart agreed to pursue the display of an information board from January 2014.

Tull Way – the Project Appraisal Report was now due to be considered by the Environment Agency's Project Approval Board on 18th December 2013. It was hoped that more would be known regarding Defra funding in February 2014.

Three other designs (Cold Ash phase 2, Dunstan Green and Dunstan Park) were currently going through the preliminary design process and more information would be available in the Spring.

5.3 National Flood Forum

Iain advised that there were some interesting articles in the November 2013 edition of the National Flood Forum Bulletin, of particular interest were; Raising Awareness, the Water Bill and a Community Flood Plan for Purley, Surrey.

5.4 Communicating Flood Risk

Stuart presented a document that he had produced, "Communicating Flood Risk" which he hoped would be useful in progressing the Flood Forum's Action Plan.

Stuart emphasized the importance of communicating the plans for Cold Ash Phase 1 as work commenced. It was agreed that publicity should be drawn up during December ready for release in January 2014 to coincide with work on site. Stuart advised that West Berkshire Council had two PR Officers who would be happy to offer advice.

Stuart advised that Schedule 3 of the Flood Water Management Act 2010, regarding Sustainable Drainage, would be implemented from April 2014.

Stuart Clark left the meeting.

5.5 Government response to home insurance consultation

The Forum was advised that the Government had published its response to the public consultation on securing the future availability and affordability of home insurance in areas of flood risk. The document was available online at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/259362/flood-insurance-sum-resp.pdf

6. IT Publicity

Mel demonstrated the Flood Forum's website and social media presence.

7. Action Plan

The following actions were agreed:

- Mel would obtain West Berkshire Council's Emergency Plan relating to flooding
- Mel would speak to the Neighbourhood Warden's scheme Manager about the possibility of the Warden's incorporating checking flood risk areas, such as ditches, pooling water etc, into their routine checks
- Mel to encourage local residents to report blocked drains, pooling water etc via the Thatcham Flood Forum website and social media

7. Action Plan continued

- Mel to identify a single point of contact for ensuring maintenance regimes are in place, implementation of emergency plans, reporting of maintenance issues etc
- Mel to identify Thames Water contact numbers for reporting, emergencies etc
- Mel confirmed that Thatcham Town Council could be a central reporting point for issues for dissemination and onward reporting

8. Attendance at Christmas Lights switch-on

As nobody was available to man a stall at the Christmas Lights switch-on on Friday 6th December 2013 it was agreed that literature about the Forum would be available on the Thatcham Town Council stall. Mel agreed to arrange this.

9. Any Other Business

Leo reported that he had recently attended meetings of Thatcham Vision's Population and Development Topic Team and had found them to be very informative. Unfortunately Leo was unable to attend these meetings for the foreseeable future and asked if any other representatives of the Flood Forum were able to attend. Nick Townsend agreed and Mel would advise Mireille Willan (Thatcham Vision Project Manager) and give Nick's email address to Mireille.

10. Date of Next Meeting

Thursday 23rd January 2014, commencing 7 p.m. in the Thatcham Town Council Chamber.

There being no further matters the Chairman closed the meeting at 8.56 p.m.

Signed: _____

Date: _____