



**Minutes of a meeting of Thatcham Flood Forum Steering Group
held on Wednesday 18th September 2013, at 7.00 p.m.
in the Thatcham Town Council Chamber, Brownsfield Road**

Present: Iain Dunn (Chairman)
Brian Barnes, Stuart Clark (West Berkshire Council Officer) (part meeting),
Cllr. Lee Dillon, Cllr. Geoff Findlay, Steve Kelly, Peter Lavarack, Leo Pieri,
Nick Townsend and Brian Woodham

In attendance: Mel Alexander (Thatcham Town Council Officer)

1. Apologies for absence

Apologies for absence had been received from Cllr. Garth Simpson and Mr. Nick Rhodes (Sovereign Housing Association).

2. Minutes

The Minutes of the meeting held on 24th July 2013 were agreed and signed as a true record.

3. Matters Arising from previous meeting

Item 6 – Contacting residents set to benefit from first attenuation pond:

It had previously been agreed that publicity from the Flood Forum regarding the first attenuation pond, east of Cold Ash Hill, should coincide with publication of the planning notice. As the planning application was expected to be submitted by the end of September it was agreed that this matter required prompt attention. It was agreed that Stuart Clark would draft a press release for approval by the Flood Forum, the Environment Agency and West Berkshire Council. The content of the press release could then be used by the Flood Forum to produce publicity information for residents. Production of this publicity could be produced in-house by Thatcham Town Council with production costs (expected to be minimal) being met from the Flood Forum's grant from Thatcham Town Council.

It was agreed that an A3 flyer with information about the scheme should be displayed adjacent to the orange planning notice.

Iain, Leo, Brian and Peter agreed to spearhead this publicity.

Brian Woodham agreed to be the media spokesman on behalf of the Flood Forum and Nick Townsend agreed to speak to the media as a resident who had been significantly affected by flooding.

4. Updates:

4.1 Rainsford Farm

Stuart had received a report and DVD from Thames Water following inspection of the syphon. The DVD showed the syphon to be clear. Stuart would send the DVD and report to the Flood Forum.

Cllr. Dillon suggested this should be reported as a good news story.

Stuart Clark left the meeting.

4. Updates continued:

4.2 Surface Water Management Plan

It was reported that the first attenuation pond, east of Cold Ash Hill, was on target for work to commence in the last quarter of 2013/2014. The planning application was due to be submitted by the end of September 2013.

Stuart had attended a meeting of Cold Ash Parish Council to present details of the attenuation pond to the Council and he was scheduled to present to a meeting of Thatcham Town Council on 30th September 2013.

Tull Way – the project appraisal report had been submitted to the Environment Agency for consideration by the Project Approval Board on 20th November. Landscaping would be included in this scheme as the proposed design was a raised bund.

Stuart had confirmed that funding was available from the Environment Agency to complete preliminary design works on three further ponds; Floral Way, west of Cold Ash Hill and Dunstan Green. Designs for these proposed schemes would be completed by the end of March 2014.

4.3 National Flood Forum

There were no updates from the National Flood Forum.

5. Draft Water Bill and publication of draft flood insurance clauses

Attention was drawn to DEFRA's consultation on the Draft Water Bill and publication of draft flood insurance clauses. The deadline for participation in the consultation was 20th September 2013 and further details could be found at www.gov.uk/defra

6. Action Plan

The draft Action Plan was considered and some further amendments were made, as reflected in "Thatcham Flood Forum Action Plan 2013 - 2018".

It was agreed that, subject to the agreed amendments, the Action Plan be formally adopted.

7. Any Other Business

7.1 Iain requested that information about Thatcham Flood Forum be displayed on the Thatcham Town Council information stand at the forthcoming Thatcham Festival of Arts & Leisure. Mel agreed to arrange this.

7.2 Brian Woodham suggested that Bryan Lyttle, West Berkshire Council Planning Officer, could be invited to attend a future meeting of the Flood Forum to discuss incorporation of flood alleviation works into development. It was agreed that this proposal should be pursued.

7.3 It was agreed that more information on the remit of West Berkshire Flood Action Group would be valuable and Iain and Leo agreed to request this information from Stuart Clark.

7.4 Cllr. Dillon agreed to produce a working document of actions from the adopted Action Plan which should be updated at each meeting.

- 7.5 Cllr. Dillon agreed to request from West Berkshire Council a list of flood assets within Thatcham.
- 7.6 Mel was asked to ensure emergency telephone numbers that might be needed by flood victims were easily accessible and readily available to members of the public.
- 7.7 It was agreed that the adopted Action Plan should be reviewed every six months. First review, March 2014.
- 7.8 Publicity - positive news stories were required for ongoing publicity:
 - 7.8.1 Mel would draft a press release to publicise adoption of the Action Plan
 - 7.8.2 Nick Townsend agreed to write an article regarding Northfield Road
 - 7.8.3 Consideration was given to publicising recent works at the Rainsford Farm outlet. It was agreed to consult with Stuart Clark prior to any publicity.

8. Date of Next Meeting

Wednesday 27th November 2013, commencing 7 p.m. in the Thatcham Town Council Chamber.

The Chairman closed the meeting at 8.55 p.m.

Signed: _____

Date: _____