

Three Villages Flood Group

Minutes of the committee meeting Thursday 24th October 2024

7pm – Mudford Village Hall

Present: Kay Mackenzie, Pete Lawrence, Chelsea Wood, Robin Bowring, Stephen Bartlett, Jan Sugg, Lydia Gane, Duncan Woodward, Dawn Woodward, Charlie Wilson and Jo Dalton-Leggett (Chair of Parish Council)

Apologies: None

Welcome and introductions

All present introduced themselves and stated where they lived in the village.

Off Agenda extra ordinary topic – Primrose Lane Planning Meeting

Kay invited Jo Dalton-Leggett from Mudford Parish Council to attend the meeting and inform us of the meeting members from the parish council attended Wednesday 23rd October. The planning application for 750 houses has been approved. Discussion followed regarding next steps.

Stephen informed all that the site was worth 9 million pounds, and when the houses are sold, will have made 38 million pounds. They do have to use some of this profit to benefit other communities. Mudford have been earmarked to have £120000 of this.

Robin also asked us to take note that Anthrax was not mentioned despite there being a previous concern. He also mentioned that the phosphate problem is far from solved. The general Parish council's view was that the meeting had not been handled well. Mudford was not represented by its two local councillors – Councillor Hobhouse resigned from the planning committee and Councillor Messenger had sent his apologies. Stephen is waiting for a copy of the transcripts from this meeting.

ACTION: Stephen to get copy of transcript and share with the committee.

Meeting officially started 7:20pm.

Minutes from 7th October Meeting agreed as accurate and passed as a true record.

Social Media: Jan suggested we talk about social media. Kay informed Chelsea that there is a problem with the new email address and not everyone is receiving the emails.

ACTION: Chelsea to collect email addresses again and ensure everyone is receiving them. Pete informed us that minutes are currently being stored on the Mudford Village Hall website, under our own Flood Group section. Jo reminded of Petra's suggestion to put a link to the flood group on the Parish council website as well. All agreed this was a good idea.

ACTION: To put the link for our flood group onto the Parish council website.

Robin suggested a log of floods to be in this area as well. Stephen and Duncan already logging this, as well as a rain log. Pete asked for any photos of the floods to be sent to him to put onto the website.

Bank Account: Pete informed us all that the bank account is in the process of being set up. He checked progress today and they need more information from Pete. Pete will keep us updated. We will need a small flow of money to be able to go into this account for our initial expenditure. More on this later in the meeting.

Agenda Items discussed

Liability Insurance

Pete informed all present that he is currently looking into Zurich but they need the specifics before they can give us a quote. Kay and Stephen have a list of activities needing to be covered and will share this information with Pete to get the ball rolling on the insurance. Kay suggested seeing if Queen Camel Flood group could give us information on insurance they use.

ACTION – Stephen to speak to QC flood group regarding their insurance.

Communication – Internal/External

Dawn has suggested that we have the files on our whatsapp group for easy access.

ACTION – Pete and Chelsea to look into whether this is able to be done.

Dawn asked if we could have clarification on professionalism and roles. What are we allowed discuss. Suggested by Kay that we are careful on information being released.

GDPR – Pete has looked into whatsapp, suggested that all persons should have a choice to join a whatsapp group and not just be added. Agreed all those added to a whatsapp group/facebook page will be invited/investigated before acceptance. This will prevent trolls.

Queen Camel Flood group have a well established village chat/facebook page. Asked if they could come and speak to us at a meeting.

ACTION – Stephen to ask QC flood group about their insurance and communication methods.

At the previous meeting, those present felt a leaflet out to the village would be a good idea, explaining who we were and emergency contacts and information on what to do in a flood. Kay asked if anyone wanted to take this on in a 'working group' in order to create the leaflet. Pete volunteered to work on the leaflet but asked for support with the information and wording. Dawn put herself and Duncan forward to help with the information and then will send to Pete. Duncan asked what the group objectives for the leaflet should be. The leaflet does need to reach those not online so we will need to zone off the village and help deliver which everyone is happy with. Stephen used to write one for the village and will provide this as an example.

All agreed

- Information of the group, who we are and what we do
- A list of our aims and objectives
- Contacts and communications
- To include our logo and photos of previous floods

Two local residents with external communications experience have agreed to anonymously proof read any press releases and act as 'critical friends'. Dawn will work on press release draft. Dawn suggested following PR Request on twitter for support.

ACTION – Dawn, Duncan, Stephen, Pete and Charlie to collaborate and create leaflet for residents.

ACTION – Dawn to work on press release draft.

Pete asked how we would print the leaflets as we have no money. Charlie does have contacts at Chilton School but he does not think they will help us.

ACTION – Chelsea to speak to NG signs to see if they offer this.

Grant applications

We have missed the deadline for this year for the Somerset Prepared grants. Worked out how much we need approximately to get started.

Insurance - £200

Printing - £200-£300

All agreed to ask local businesses for support first.

ACTION – Chelsea to speak to NG signs, Kay to speak to pub, Stephen to speak to cheese biscuit business and flooring shop.

Charlie said we need a community emergency plan for other grants available. Jan asked to see the community emergency plan example that Stephen had.

Dawn suggested A303 planners (Sparkford) as she is aware that they have a pot of money they need to invest back into the local community. They are supporting those who need money for mental health and well being and we all agreed we felt that this fell into that category. Stephen suggested Viridor as they have previously helped the village. Charlie suggested somerset community grants and the somerset rivers authority.

Stephen reminded us that there is a small amount of money that the parish council would support us with but we need to apply the correct way. If we want the money soon, application needs to be in by Sunday so that it is on the agenda. They do need to pay it into a bank account and ours is not currently set up. To apply anyway for now.

ACTION – Stephen will continue to look into grants available if all information could be sent to him as he has already started this.

ACTION – Pete and Kay will work on the application for the Parish Council ready for the agenda.

Emergency planning

Stephen said he would get a copy of the Queen Camel emergency plan for us to look at. He will work on one for us and bring to the next meeting. Robin and Charlie will help.

We need to create a map with high risk areas and include those with assets. This should also include depths and hazards and flood sign locations. Kay asked if this map could be large scale. Jan suggested using the village hall meeting room as an 'ops' room and having the large scale up always for people to view.

Part of this planning needs to include vulnerabilities in the village and cascade information keeping in thought GDPR always. Duncan suggested having more flood measurement poles. Pete suggested webcam but queried where it would be situated and ran from. Robin asked for some signs to state 'car insurance not valid' as lots of vehicles attempt to drive through very deep floods.

Duncan asked for the map to be made digital once completed for easy access to those online.

John Nicholson, head of the highways would like to meet with us.

ACTION – Stephen to get a copy of the QC emergency plan.

ACTION – Robin, Charlie and Stephen to work on emergency plan.

Update on drain cleaning

Stephen has the location of all drains in the village. Will need to do an assessment for Chilton Cantelo and Ashington. Drain locations will be on the map. Drains in the village are blocked with rubbish and cement which allows them to overflow when in flood further up the village. If we

have icy weather, this becomes dangerous. Assessment is needed on how often the drains need to be cleared out and to plan an 'adopt a drain' scheme for villagers in each of the villages.

ACTION – Stephen to complete maps of village with support.

Date and topics for next meeting

Date for next meeting 21st November 2024, 6:30pm. Ideas for agenda to be sent to Kay.

Any other business

Robin informed us that Henry Hophouse would like to attend committee meetings. Until established, all agreed not for the moment.

Stephen and Dawn suggested having a log of first aid responders to support floods if needed. Jan did ask that a remit is put together to give to them before they agree to sign up. All agreed.

Kay suggested we had a main contact for when we are in flood. To decide at next meeting.

Date for next committee meeting and membership meeting

Members meeting will be open to all and this information will go on the leaflet. Currently only Mondays available in the main hall. Kay to get back to us with available dates.

Topics suggested:

- involvement of the community
- Volunteers needed
- Emergency plan
- Adopt a drain scheme
- What we are – safe haven – progress update
- Stephen to do a visual of the village
- Flood wardens – responsibility/role
- Vulnerable register
- Kay wishes to make it interactive

Topics, date and form of meeting to be discussed at the meeting on 21st November.

Next Meeting – Mudford Village Hall Thursday 21st November

Meeting closed 8:50pm