

4.3 *Flood Mitigation:* MH raised concern over trees near to Wales Bridge, which had changed their angle and now had branches in danger of crashing onto her property. The Environment Agency had declined responsibility because the trees were not in the water, however from MH's photographic evidence it was noted that the roots currently contravene the river channel and, therefore, would act as a restriction to the water flow rate in times of flood. The riparian owner of the trees had not been cooperative. GL agreed to make contact with Steve Scaddon (EA) and if this failed to refer the matter to the PC as this was a safety issue. **Action GL**

4.4 Signage, sandbags and equipment to be pre-positioned at a location defined by DC to assist Laurel Lane residents and by SM to assist Blackwell Lane residents. GL to retain signage and equipment for Grace Martin's Lane and Mill complex. **Action GL/DC/SM**

5. Parish Council Related Matters:

5.1 *Budget:* GL confirmed that a budget of £500 had been allocated by the PC for 2018/19.

5.2 *Drains:* It was noted that the drains had not been cleared and the recent resurfacing of the road had resulted in (all) drains becoming even more clogged.

This action was with the Clerk and CB to pursue with Highways

5.3 *Two-year inspection of culvert under A359:* There had been no communication from the PC. **Action outstanding with the Clerk and CB**

6. Road Closure/Operation Gannex

The FC still awaited information from CB regarding (a) the names of his team of at least six (only one needing to be police authorised); the team's Terms of Reference which would also include details of which roads would be closed, contact details for the Flood Plan and also liaison with MM, WC and Sparkford.

There had been some communication in March 2018 between GL/RHC and PCSO TM but the actions outlined had not been confirmed by PCSO TM. An updated Operation Gannex document had not been received.

It was noted that at the time of the last FC meeting, the PC Chairman had e-mailed GL asking if there was any mitigation help that the PC could pursue. GL's reply had been that the most helpful action by the PC would be to ensure a road closure team and associated procedures were in place. Whilst Queen Camel had escaped flooding over the past few years, the village remained at risk (according to the EA a 1 in 10 risk) and if flooding did occur we were not prepared.

The FC reiterated its request to the PC

7. Flood Help Team

It was noted that actions recorded in the July 2017 minutes and carried forward in the November Minutes remained outstanding. It was reiterated that:

- **CR** should organise a mutually convenient time for the Help Team and FC members to meet specifically to distribute PPE to Help Team members, give a brief overview of the flood trigger and cascade plan, and reconfirm the role of the Help Team. **GL** to take the opportunity at this meeting to organise a group photo for the website.
- **GL** would circulate to ALL web links to a manual handling document and first aid booklet.
- **GL** would prepare manual handling sign-off sheets as a record that those named have read and understood the guidance material. **CR** to be responsible for obtaining Help Team members' signatures and **GL** to be responsible for obtaining FC members' signatures.
- **CR** should also organise a mutually convenient time for the Help Team to do a practice run including the fitment of flood gates within the Mill complex.

Action GL & CR

RHC advised that a recent test of the pump in Mill Lodge had proved it was operative and exceptionally powerful.

8. Flood Communication Plan

DC noted that some contact details may need updating. He planned to do this in conjunction with RHC and to issue a finalised chart by the end of August. RHC confirmed that at the moment Ad Hoc remained the guardians of the Old School Site.

9. AOB – there was no other business.

10. Date of next Meeting – TBA

Meeting closed at 8.05 p.m.

Rosemary Heath-Coleman
27th July 2018

To: Flood Committee members
Cc: Parish Clerk – for PC, also CB
County Councillor, Mike Lewis
All names on the Flood Plan cascade

Appendix 1
To FC Minutes of 26/07/18

Help Team Terms of Reference

Leader:

- To put together a team of volunteers (minimum of six, preferably with some back-ups), able bodied who will be willing to assist with the tasks listed under Help Team, understanding that some tasks may be required during the night-time as well as during the daytime.
- To maintain a Help Team contact list that is shared with the FC.
- To distribute to new volunteers and recover from volunteers standing down, PPE and to maintain an updated whereabouts log.
- To report to the FC any identified training needs or other issues.

The Help Team under the coordination of the Leader:

- To maintain fit for use the PPE equipment assigned to each member.
- To assist with the fitment of flood gates at properties that have been supplied this equipment;
- To position additional flood warning signs, their posts and warning tape;
- To assist with the fill /movement of sand bags to vulnerable properties;
- To assist with the movement of furniture and other preparations (following EA advice) ahead of potential flood at properties known to be at risk of flooding;
- To assist with the evacuation of vulnerable persons and animals from properties at risk of flooding or from flooded homes.