

COOKHAM PARISH COUNCIL**Minutes of a Meeting of the FLOOD and MAJOR INCIDENT COMMITTEE
Held in the Community Room on Tuesday 17th January 2023, commencing at 7.30pm.**

PRESENT: Cllrs M. Howard (Chairman),
Cllrs C. Aisladie, M. Brar, J. Edwards, B. Perry,
Mr D. Scarff (Cookham Soc), Mr P. Willmott (Flood Warden).
Also Present: There were two members of the public present.

On the agreement of those present, Cllr M. Howard opened the meeting.

1. **APOLOGIES FOR ABSENCE:**

Apologies were received from Cllrs H. Philip, J. Perry and L Tull

2. **DECLARATIONS OF INTEREST:**

No Declarations of Interest were made.

3. **ELECTION OF CHAIRMAN:**

On the proposal of Cllr M. Brar, seconded by Cllr B. Perry, Cllrs unanimously approved Cllr M. Howard as Chairman.

4. **TO CO-OPT NON-COUNCIL MEMBERS AS PER THE COUNCIL'S TERMS OF REFERENCE AND IN ACCORDANCE WITH STANDING ORDER 4B:**

Councillors unanimously approved the co-option to the committee of:

Mr Paul Willmott as Flood Warden and
Mr Dick Scarff as Cookham Society Representative.

These roles will have no voting rights but can chair a meeting.

5. **TO PROVIDE AN UPDATE AND REVIEW REPORTS FROM OTHER FLOOD GROUPS' MEETINGS:**

- **Borough Flood Liaison Group:** 26th October 2022 – minutes supplied.
- **Borough Flood Liaison Group:** 11th January 2023 – no one present attended the meeting. Minutes will be available on the RBWM website in due course.

6. **TO RECEIVE UPDATES ON EVENTS PERTAINING TO FLOODING SINCE LAST MEETING:**

Flood Alert: There is currently an active Flood Alert for the surrounding area. The flood boards have been changed. It is reported that the level is steadying out and no rain is forecast in the short term. There are no plans to open the Flood Hub at this time.

Flood board inserts: The set of inserts for the flood board at junction of the High Street and Sutton Road have gone missing. The set at the junction of Maidenhead Rd and Station Hill are still in place. The Clerk is gathering quotes for a replacement set. Mr Willmott will investigate a method of securing the inserts with a padlock.

7. **TO RECEIVE AN UPDATE ON THE CONSOLIDATION OF THE FLOOD HUB DOCUMENTATION AND ENSURE THAT ALL GENERAL DOCUMENTS REFLECT THE CHANGES IN THE TERMS OF REFERENCE FOR THE FLOOD AND MAJOR INCIDENT CMTE:**

No further progress has been made. Cllr M. Howard noted that there is a large volume of documents, and it has been difficult to establish what is actually required. Cllr Howard to speak to Bisham Parish Council Flood Co-ordinator for advice.

As previously discussed, this information needs to be accurate, up to date and concise and will form the basis of a set of training documents.

8. TO CONSIDER THE VIABILITY OF THE FLOOD AND MAJOR INCIDENT COMMITTEE AND DISCUSS WHETHER THE WORK OF THE COMMITTEE WOULD BE BEST SERVED AT FULL COUNCIL LEVEL:

Cllrs decided it would be prudent to clarify its responsibilities during a flood or emergency incident and confirm what is manageable within the limited resources and knowledge that it has. Once this is understood, the Council will discuss the issue further and documentation can be written and training delivered, with this in mind.

As a starting point Cllrs Howard and B Perry, to meet with Bisham Parish Council's Flood Co-ordinator to review their role in a flood situation, then arrange a meeting with the Joint Emergency Planning Unit to clarify what the Parish needs to do and confirm what responsibilities other bodies have, e.g., RBWM and the Joint Emergency Planning unit.

9. TO PROVIDE AN UPDATE ON THE ADVERTISING FOR FLOOD HUB VOLUNTEERS FROM THE COMMUNITY:

After discussion, the committee decided to wait until there is clarity for the role the Parish needs to play in the event of a flood or major incident before advertising for volunteers as it will then be clearer what they will be asked to do.

10. TO REVIEW AND PROVIDE UPDATES FOR THE FLOOD AND MAJOR INCIDENT COMMITTEE'S ACTION LIST:

The action list was reviewed:

Balancing Pond – No further information had come from the Borough who feel the balancing pond was used in the initial creation of the drainage system but no longer used. The Cmte asked if the Clerk could obtain surface water drainage maps for the Parish.

A member of the public spoke regarding surface water drainage and emergency escape routes in the Bass Mead/Strande Lane/Lightlands Lane area. For reference, this was not an agenda item.

11. TO DECIDE IF THE COMMITTEE WISH TO TAKE ANY FURTHER ACTION REGARDING THE MOOR FLOOD DEPTH BOARDS:

The committee unanimously decided to leave the flood depth gauges on the moor in situ. The action will be marked as complete and removed from the action list.

12. TO ACKNOWLEDGE THE ENVIRONMENT AGENCY'S PROJECT - DATCHET TO HYTHE END FLOOD IMPROVEMENT MEASURES:

The Committee acknowledged the measures.

The meeting closed at 8.50pm.