

year. It was noted at the meeting that the riparian owner had been seen recently surveying trees by the river suggesting that he could be about to take action.

Action MH to persevere for a further month and if no action had been taken by the riparian owner to report back in writing to Mark Doyle (copy to the Parish Council) of the EA and request escalation of the matter.

4.3.2 ML shared he was having problems with badgers and mink, the former protected and the latter not protected. The badgers had caused a section of the bank to collapse into the river but unfortunately repair was the responsibility of the riparian owner, ML.

4.4 C/f from previous meeting: 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

At present GL considered that protection of the old school (e.g. sandbags) remained with SCC.

5. Parish Council Related Matters:

5.1 *Budget:* CB advised that £500 had been c/f for 2019/20, held in reserve account.

5.2 *Drains:* The FC noted that certain drains in the parish remained blocked. PC Minute 04[12 18] Para 3 Engineering recorded: PPC to request highways to check drains in Church Path and by triangle in Grace Martins Lane.

Action CB to pursue with the Clerk/Highways

5.3 *Culvert under A359 (Inspection and clearance):* Also refer PC Minute 04[11 18] Para 4. *Culvert near Bridge under discussion SCC and CLT.* GL advised the FC that the Parish Clerk had initiated communication with the Bridges Authority (BA - an arm of SCC) in August 2018. The BA confirmed that culverts and structures were within their remit and were inspected on a 6-yearly cycle, with the Queen Camel subject culvert having last been inspected in 2016. Vegetation build up within the Culvert had been recorded. The BA agreed to despatch an inspector (e-mail to the PC Clerk 8th August 2018). There was no confirmation that any further inspection had been performed and vegetation/build-up of silt was still evident. Despite further attempts by GL to contact the BA by e-mail no response had been forthcoming.

Action GL to pursue and copy the PC

5.4 *Sheep bridge over River Cam:* AT raised concern about the safety of this bridge. RHC advised that it was included in the (draft) Neighbourhood Plan as an item to be restored and protected. It was not clear who owned it and CB suggested this could probably be clarified through the Land Registry. RHC was asked to speak to the owner of the field if possible.

6. Road Closure/Operation Gannex

The FC had received no further update of the matter, despite raising this under PC Matters within the FC Minutes (July 2018). CB accepted that matters remained unresolved and accepted that in times of flood the Road Closure Team (6 persons) were not in a ready state to assure road closure capability in line with the Operation Gannex agreed plan.

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 were to occur, the road closure team and their role to mitigate elements of flood risk remained dormant.

CB agreed to resurrect discussion with PCSO Thelma Mead and the Road Closure team members to assess current situation. CB agreed to report back to GL to agree next steps. One suggestion put forward was to consider the joining of Road Closure and FC Resources in a bid to simplify and restore road closure capabilities, if nothing else but to ensure that in the time of flooding at least road closure (subject to police permissions) could be performed on the main A359 and hence mitigate the risk posed to properties by surges of water caused by traffic passing through flood waters.

The FC reiterated its request to the PC through CB

7. Flood Help Team: the actions below remained outstanding.

- **CR** to organise a mutually convenient time for the Help Team member to meet with FC members. It was suggested perhaps a Saturday for 2 hours (Initial rendezvous at Shangri-La, Grace Martin's Lane). G.L. would give an overview of the flood risks and mitigation plans in place and to familiarise signage, equipment and locations. PPE could also be distributed to Help Team members. See action 4.4.(above) also some assistance could be given to the repositioning of flood equipment to Laurel Lane and Blackwell Lane.
- **GL** to take the opportunity at this meeting to organise a group photo for the website.
- **GL** urged everyone to read the manual handling leaflet on the website.
- **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

MH left the meeting

8. Flood Communication Plan

A finalised copy had been issued by DC. With their agreement, it would now have the names and contact details of P & L Naylor added in place of P & C Holbrook.

9. AOB – there was no other business.

10. Date of next Meeting – November, date, time and venue TBC

Meeting closed at 9.00 p.m.

Rosemary Heath-Coleman
13th March 2019

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

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.