



COPYTHORNE PARISH COUNCIL

A meeting of the Flooding Advisory Committee was held on Tuesday July 23rd 2024 at the Royal British Legion Hall, Southampton Road, Cadnam starting at 5.00pm.

Present:-

Members: Cllrs. Graham Chillcott (Chair), Lady Kara Hawks, Sylvia Wiggins, Sherri Johnstone

Observer: Mr. David Rigby – Clerk and RFO

A G E N D A (with DRAFT notes of discussion)

1. Election of a Chairman

Cllr. Chillcott proposed Cllr. Johnstone, seconded by Cllr. Lady Kara - Carried

2. Apologies for absence.

Cllr. Richard Fowler

3. Declarations of Interest.

None

4. Review of notes of previous meeting (May 3rd 2024 and action points).

All voting members present at the last meeting were happy that the notes of the meeting held on May 3rd 2024 accurately reflected the discussions

5. Review of ongoing work programme for the Flooding Advisory Committee.

Members went through the programme attached as the report for this item. Updates have been annotated in red.

6. Review of Flooding Advisory Committee requested works programme for the Lengthsman.

DR confirmed that the Lengthsman has been instructed to undertake the works listed on the report for this item. No suggested additions were made

7. Discussion of other matters relating to the Aims and Responsibilities of the Flooding Advisory Committee.

Members noted that information is awaited from HCC Highways on the work required to make safe the roadside ditch on the eastern side of Winsor Road between the junction with Pound Lane and Winsor Lane.

8. Agree date for next meeting.

Tuesday October 29th 2024, 5pm (provisional)

Meeting ended at 6.03pm

Copythorne Parish Council – Flooding AC Meeting – July 23rd 2024

Item 1 – Election of a Chairman

The Terms of Reference for the Flooding Advisory Committee state the following:-

The voting members of the Flooding Advisory Committee will elect a Chairman annually.

Voting members of the Flooding Advisory Committee are able to nominate themselves or another member for election to the role of Chairman. Any nomination needs to be seconded.

Should there be more than one person nominated then a vote will take place in accordance with Standing Order 8:-

“Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the chairman of the meeting.”

David Rigby, Clerk
July 16th 2024

Coppythorne Parish Council - Flooding AC Meeting – July 23rd 2024

Item 4 – Review of notes of previous meeting (May 3rd 2024)

A meeting of the Flooding Advisory Committee was held on Friday May 3rd 2024 at the Royal British Legion Hall, Southampton Road, Cadnam starting at 7.00pm.

Present:-

Members: Cllrs. Graham Chillcott (Chair), Sylvia Wiggins, Sherri Johnstone

Observer: Mr. David Rigby – Clerk and RFO

A G E N D A (with DRAFT notes of discussion)

1. Apologies for absence.

Cllrs. Lady Kara Hawks & Richard Fowler

2. Declarations of Interest.

None

3. Review of notes of previous meeting (February 26th 2024 and action points).

All voting members present at the last meeting were happy that the notes of the meeting held on February 26th 2024 accurately reflected the discussions.

4. Review of ongoing work programme for the Flooding Advisory Committee

Members went through the programme attached as the report for this item. Updates have been annotated in red.

5. Review of Flooding Advisory Committee requested works programme for the Lengthsman.

Members agreed that the works programme for 2024/25 will be the same as for 2023/24 for further additions to be added as required

6. Discussion of other matters relating to the Aims and Responsibilities of the Flooding Advisory Committee.

None

7. Agree date for next meeting.

Members present agreed that all members should be canvassed to agree on a date in mid July 2024. Consideration also to be given to the timing and method of meeting.

The meeting was closed at 8.10pm

Copythorne Parish Council – Flooding AC Meeting – July 23rd 2024

Item 5 - Review of ongoing work programme for Flooding AC

Action Number	Description	Task Owner	Start Date	End Date	Current Action	Notes
1	Prepare new Parish Flood Plan for 2024	Cllr. Wiggins	Q4 2024	Oct 2024	SW & Clerk to review 2023 Parish Flood Plan to consider changes.	To be agenda item at the Q4 2024 Flooding AC mtg. Discussion to include a layout review and whether a printed version should be produced this year.
2	Preparation of Schedule of Works on Flood Mitigation by Lengthsman	Cllr. Wiggins	May 2024	Tba	Works listed in the report for Item 5 at May 3 rd 2024 mtg.	Lengthsman has been instructed by the Clerk.
3	Monitor works being undertaken by Authorities in Inspecting Main Rivers and Critical Watercourses	Clerk	July 2023	Tba	Clerk to continue to contact Environment Agency & Highways England to obtain details of their inspection regimes and report to Council	Mtg held on 20/2/23 with EA; National Highways; HCC Highways to resolve historic issues of who owns what assets in the area around the M27 bridge at Newbridge. Map to be provided once all locations confirmed. Clerk continues to chase EA/HCC Highways again for the promised map
4	Continue to work with HCC Highways regarding 2021 flooding issues in The Parade, Southampton Road area	Cllr. Chillcott to lead	Sep '21	Tba	Requests made of HCC Highways to deal with issues reported in respect of certain Highways assets.	Items listed on Clerks database. No issues at this location for some time. July 2024 - Meeting being sought with HCC Highways Area Engineer for an update.
5	Respond to new Flooding issues in Parish as they arise.	All	July 2023	Tba	Watching brief	

6	Specific Drainage Issues	All	Jan' '21	Tba	Clerk to continue to monitor live events and report to Council	a. Barrow Hill Road, surface water flooding and drainage issues. RR letters sent out by HCC on 9/2/21. GC has spoken to Historic England re Barrows in paddock. Ditches & culvert cleared April 2024 07/24 -Consider archiving? b. Pollards Moor Road condition of verges to be resolved when Southern Water complete repairs to rising main. June 2024 - Verge repairs undertaken by SW contractors. 07/24 -Almost complete c. Riparian responsibilities letters issued and surface water flooding in Kewlake Lane (21534946) May 2024 - Works undertaken by HCC Highways contractors to jet drain which flows into ditch then field. 07/24 - Move to archive list d. April 2023 - EA offering "Property Flood Resilience" support to property owners who have responded to survey. 07/24 - Pre-installation measurement surveys have started, work due before year end.
7	Winter 2023/24 Property Flooding Known/Reported to Parish Council	All members	Feb 2024		Ongoing work -List of properties/locations known to be affected attached as an appendix.	See Appendix attached below

Last Updated – Clerk – July 23rd 2024

Appendix for Action 7 to Item 5 - Property Flooding Known/Reported to Parish Council – Winter 2023/24

Location	Issue	Actions/Possible Solution	Note
3 houses at school end of Winsor Road	Surface water and Sewage	Under investigation by Southern Water	Work undertaken by SW to alter pipe network.
3 houses at Compass Inn end of Winsor Road	Surface water and Sewage	Investigation by Southern Water	Work undertaken by residents to own drains has improved the issues. Closed
2 houses Old Romsey Road	Fluvial Flooding	Speak to EA	Drains and river issues discussed with EA on June 27 th 2024.
1 house Chinham Road	Surface water /fluvial flooding	Known from previous events	No info received. Netley Marsh PC advise no reports to them. Closed
4 rear gardens Riverside Close	Fluvial Flooding	EA survey of 2 houses in hand as part of HCC/EA Hampshire PFR project	Contact with EA ongoing.
4 front gardens Riverside Close	Surface water/possible highway drains	HCC have been contacted	Clerk working with HCC Highways on gully cleaning regime
1 house Romsey Road	Surface water/highways drains	Problem with drains – HCC Highway investigation ongoing.	Ongoing issue that pre-dates winter 2023/24 flooding. Resident remains in direct contact with HCC
1 house Barrow Hill Road	Services across white bridge collecting debris	HCC FWM Team to be asked who owns land if not known then ask if ok for Lengthsman to clear	Small amount of debris, unlikely to be of impact has been cleared. Closed
1 house Barrow Hill Road	Reported as ditch issue, surface water flooding	Landlord to clear ditches. Landowner has been asked to clear pipe under field entrance	Landlord has undertaken work to resolve. Closed

Last Updated – Clerk – July 23rd 2024

Copythorne Parish Council – Flooding AC Meeting – July 23rd 2024

Item 6 – Review of Flooding Advisory Committee requested works programme for the Lengthsman for 2024/25

Task Ref:	Action	Start Date	1 st Milestone	2 nd Milestone	Planned Finish	Actual Finish	Comments
1	Cut back all vegetation around the white railings repainted in 2020 & 2021 (17 sets in 11 locations).	Aug 2024			By Oct 2024		Part of rolling programme of maintenance.
2	Lengthsman to walk all the Main Watercourses and ditches along roads liable to surface water flooding in the Parish and clear or report to Clerk any obstructions found	Aug 2024			By end of Oct 2024		Checks in previous years for example have included Pound Lane, Barrow Hill Road, Shepherds Road, Brockishill Rd, Beechwood Rd and Bartley Green.
3	Kewlake Lane - Lengthsman to ensure that pipes from “pond” to ditch on opposite side of road and from roadside ditch to field are clear, To include check of ditches in Cadnam Lane and Old Romsey Road in future	Aug 2024			By end of Oct 2024		(Note:- Clerk now checking minimum once a month when undertaking other parish tasks).

Last Updated – Clerk – July 23rd 2024