

ALCESTER TOWN COUNCIL

NOTES FROM COUNCILLORS FLOOD MEETING – 5th DECEMBER 2023

Present: Clive Neal-Sturgess, Andrew Foster, Mark Cargill, Corin Elliott, Vanessa Lowe

Apologies: Mike Bowe, Vaughan Blake

Using Vanessa's notes from meeting on 14th November, all items were agreed and/or complete except the following:

1. **Sand and sandbag supplies**

Vanessa will ask Tim Forman to look at options for a larger container for sand at School Road which can be kept full and ready for an emergency. It was agreed to keep a supplementary supply at Centenary Field as currently.

2. **Communications**

- a. It was agreed to produce an A5 leaflet for residents. Vanessa will draft and share with the group.
- b. Leaflet to be distributed to houses with possibility of flooding – Susan Juned to be asked for a list.
- c. Leaflet to be distributed to schools.
- d. Wendy Sherwood to be asked to make contact with vulnerable properties (Malin Court etc) and offer leaflet.
- e. Discussions regarding a pop-up banner for ATC which could be used for multiple events – Vanessa will check what is already in the EPCC loft.
- f. Communications Working Group to be asked to include regular messaging about flooding in newsletter and social media.
- g. Flood Group to report to Full Council in January.

3. **Flood Fair**

Plans to hold a flood fair in Autumn 2024. Suggestions required as to who to invite. Possibly sign up to the National Flood Forum.

4. **Community Emergency Plan**

Sarah Duran to update as usual.

5. **Community Flood Plan**

Sub-group formed of Andrew, Corin and Clive to update plan. Discussion about the document forming a Flood Warden handbook. Important for this Sub-Group to decide how messages are sent out via WhatsApp to establish lines of authority. Set up "gold command" structure?

6. **Flood Wardens**

New recruitment drive after Community Flood Plan complete. Training to be planned.

7. **Next meeting**

Tuesday 6th February at 5.30 pm before Full Council in Vanessa's office.