



**Nunburnholme with Kilnwick Percy Parish Council (PC)**  
**Record of Decisions (RoD) of a Meeting held on 7 June 2018**  
**Working Group (WG) - Waterways Management - Nunburnholme**

**Reference:**

A. Terms of Reference (TOR) for the Working Group dated 30 May 2018.

Ser	Item	Action
1	1 <sup>st</sup> meeting introductions were made: <u>PC</u> : Tony Phillips (TP), Mike McCallum (MM); <u>ERYC</u> : Russ Towse (RT), Dan Ashman (DA); <u>Observer</u> : Richard Handley (RH). Objectives outlined as per Reference A, which was agreed fit for purpose. RH is a resident riparian landowner with valuable expert knowledge and WG wished to invite him to be a Co-Opted Member, which would need to be endorsed by the PC.	TP
2	In terms of strategic intent it was agreed that: <ul style="list-style-type: none"> <li>a. It was not realistic to prevent <u>major</u> flood events, which must be accepted.</li> <li>b. Aim would be to <u>mitigate risk</u> of flooding as much as reasonably possible.</li> <li>c. Risk to property, and life, should be mitigated by slowing flooding to allow warning time.</li> <li>d. Effort would <b>focus on managing conveyance<sup>i</sup> and maintenance</b>.</li> <li>e. Positive benefits of the stream/beck as a community asset should be promoted.</li> <li>f. Geomorphology of the stream should be maintained to allow soft sediment scouring.</li> <li>g. Intent would be to provide advice so all responsible land owners (riparian, local authority, national authority, estates) were clear of responsibilities and provide leadership to monitor implementation of those responsibilities; proposal for an annual/bi-annual major maintenance coordinated by PC.</li> </ul>	
3	It was agreed the existing situation should be surveyed, documented and assessed, to which end: <ul style="list-style-type: none"> <li>a. Riparian landowners within PC boundaries should be confirmed; a sketch map exists.</li> <li>b. A date for a survey, and attendees, is to be agreed within the next month.</li> <li>c. Prior to such a survey, riparian landowners should be informed as a matter of courtesy.</li> <li>d. Natural England would be approached to ascertain any protected species (flora &amp; fauna).</li> <li>e. Statutory Authority (ERYC) identify accepted responsibilities e.g. culverts, highways and identify any budget opportunity to assist with a survey.</li> </ul>	MM TP TP/MM RH RT
4	Once the situation was assessed, and recommendations agreed on how to proceed, it was likely that: <ul style="list-style-type: none"> <li>a. An initial clearance operation may be required; ERYC may be able to contribute resources.</li> <li>b. The downstream PC should also be consulted; they were reported to be active on this issue.</li> <li>c. Warter Estates would subsequently be approached through MM/RH existing contacts.</li> </ul>	RT TP RH/MM
5	An action plan is required; to include: <ul style="list-style-type: none"> <li>a. Expert advice on best methods to employ as maintenance measures.</li> <li>b. Identify the flood plain so everyone is aware where its boundaries lie.</li> <li>c. An explanation what reasonable risk entails and what realistic expectations are.</li> <li>d. Include an illustration of how reasonable risk will be mitigated i.e. a Risk Register.</li> <li>e. Addressing other factors contributing to flood risk e.g: <ul style="list-style-type: none"> <li>I. Mitigating vehicle wash by reducing speed limits and passage of larger vehicles.</li> <li>II. Investigating realistic measures possible to address run off: Bratt Wood, Warter Hill.</li> <li>III. Collaborating with bordering land owners e.g. Warter Estates, Hayton PC.</li> </ul> </li> </ul>	RT/DA RH
6	Any actions must take into account the following: <ul style="list-style-type: none"> <li>a. The References to Acts and Law defined in Reference A.</li> <li>b. No actions that lead to an “impediment of flow” to be taken without proper authority.</li> <li>c. Expert advice to ensure no action leads to “wilful flooding” as defined in Land Drainage Act.</li> <li>d. Any major clearance and maintenance must not affect nesting birds, bank voles etc.</li> </ul>	
7	A public information strategy will be required; to include in the following order: <ul style="list-style-type: none"> <li>a. Leaflet to inform all residents what is happening and why.</li> <li>b. An information campaign to stress benefits, realistic expectations and responsibilities.</li> <li>c. Prepare a Public Consultation to explain in detail and address queries.</li> </ul>	
8	The next WG Meeting would be at a date TBC.	TP

<sup>i</sup> The major role of living streams in storm water management is the conveyance of runoff and the provision of storm water quality improvement, as healthy fringing and aquatic vegetation act as a biological filter.