



Longstanton Parish Council

The Village Institute, 24 High Street, Longstanton, CB24 3BS

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Parish Clerk: Mrs Libby White CertHE PSLCC

LONGSTANTON FLOOD ACTION WORKING GROUP

Terms of Reference

(Adopted on 14th March 2016)

The primary objective of the Working Group is to assist Longstanton Parish Council keeping Longstanton village and parishioners' homes flood free.

1. The Working Group will be made up of Longstanton Residents who have been affected by flooding, or those interesting in helping the Group in their objective, but may not have been flooded themselves.
2. The Working Group shall consist of not less than **four** members.
3. The quorum for any meeting of the Working Group will be **three**.
4. The Working Group will meet a minimum of 4 times per annum.
5. Mr Dave Dalton will act as Chairman of the Working Group.
6. Mrs Jane Stoner will act as Secretary of the Working Group.
7. Should Mr Dalton not be available for a meeting, a Chairman will be elected from attendees.
8. The Working Group will be responsible for the following:
 - a) To obtain affiliation with the National Flood Forum.
 - b) To carry out routine walks of the village water courses to look for potential problems to be reported to any of the relevant agencies.
 - c) To liaise with the Parish Clerk with any information or requests for SCDC and County Council.
 - d) To report to Longstanton Parish Council after each Flood Group meeting with updates the progress of the Group and for any requests to be made.
 - e) Longstanton Parish Council will support the Flood Action Working Group where possible.