



MINUTES OF THE KING'S POND TASK & FINISH (OPERATIONAL) GROUP

Thursday 19th June 2025

Present: Councillor Don Hammond (DH)
Councillor Peter Wadman (PW)
Pat Harris – Town Clerk (PH)
Natalie Beckell – Events & Marketing Lead Officer (NB)
Catherine Ayres – Resident representative (CA)
Paul Ebbutt – Resident representative (PE)
Ryan Doran – Resident representative (RD)
Tim Pinchen – Residents representative (TP)
Eric Phillips – Resident representative (EP)
John Quincey – Resident representative (JQ)

1. **Apologies:** Apologies were received from Angela Owens and Paul Ebbutt – Resident representative
2. **Minutes of the previous meeting:** The Minutes of the meeting held on Thursday 22nd May were amended and proposed by Councillor Don Hammond and seconded by John Quincey. With everyone in favour the minutes were approved. The amended and approved minutes are available on the website.
3. **Review of Actions:**

ACTION 3 – Investigate where similar projects have been undertaken

St Albans (The River Ver / Verulamium Park) has been recommended as an option to consider. <https://www.stalbans.gov.uk/revitalising-river-ver-project>

NEW ACTION – TP to contact St Albans City & District Council to find out more details and possibly arrange a visit.

ACTION 10 – CA to seek information from CALA on the silt traps throughout the development on their construction and circulate to the group. **CLOSED**

ACTION 11 – DH wrote to West Thames Consents inviting a representative to attend the meeting on 22nd May to provide guidance on approvals and permitting required from the EA. Declined the meeting but are happy to talk to us once we are in a position with a final proposal.

EA were unable to attend the meeting but will endeavour to provide pre-application flood risk activity permit (FRAP) guidance which they are aiming to have ready for the meeting in July.

They have created a reference number and the pre-application has been assigned to a permitting officer.

They have advised that whichever of the options are chosen a FRAP will be required. Once the application is ready, it will need submitting to the National Permitting Service team.

ACTION 12 - DH to enquire of Ecology Partnership for regular updates rather than waiting for the final report.

DH spoke with them on the phone. There are no further updates, and they are continuing with the Surveys.

ACTION 13 - Evaluation of responses to Expressions of Interest Stage 1

DH contacted the 3 responses received and reminded them of what we are looking to achieve and asked for revised quotes. He has received 2 responses.

**ACTION 14 - Investigate where similar projects have been undertaken
TP to speak to Dr June Chatfield (DJC) (Alton Town Council to provide contact details by way of telephone number).**

TP has spoken and met with DJC and she has suggested Letcombe Lakes as a viable option. TP doesn't think it will be an option as the stream is not offline. The group decided not to consider this as an option. **CLOSED**

When TP & DH met with DJC she provided them with a lot of information about the pond. Whilst they were investigating, they found a manhole cover in the footpath on the other side of the railway and could hear water running. They are unsure where the source of the water is coming from and where it is coming out. To investigate.

NEW ACTION: Remove cover and put some dye in the water to find out where the water comes out.

ACTION 15 - To find out more details / specification about the Hydro Downstream Defender

CA sent over a brochure for the Downstream Defenders being used within the Cala site. And a link to a more technical document on different drainage solutions

<https://www.externalworksindex.co.uk/entry/112734/Marshalls/Downstream-Defender-Select-vortex-separator-for-stormwater/>

NEW ACTION – CA to contact Cala and ask for information about the route of the Lasham drain through CALA site.

ACTION 16 - Share details HCC APP Our Hants App

<https://www.hants.gov.uk/> **CLOSED**

ACTION 17 - To enquire whether they could write a scope and brief that could be issued to the 3 organisations under the “Contractor” category of the Expression of Interest responses received.

DH approached again and the contact we need to speak to is on holiday. DH will continue to follow up.

4. Matters Arising and any further updates:

As schedule of actions below.

5. Discussion of Next Steps:

There was considerable discussion about the investigating of drainage into the River Wey upstream. Various members of the group will provide information they have available.

RD suggested setting up a sharepoint for information.

The group discussed how to proceed with Stage 1 and re-affirmed that tendering to ‘Design and Build’ Contractors was the most appropriate way forward.

NEW ACTION: NB / DH to investigate Google drive / Dropbox or similar for sharing documents rather than by email.

6. Agree date and content of meeting with the Community & Stakeholder Focus Group:

The first meeting of this group is to be arranged for Wednesday, 2nd July in the Town Hall at 6.00 p.m. when this group will be brought up to date with progress. At this meeting it will need to be determined the following and the agenda proposed to include:

- Welcome & Introductions
- Apologies for Absence
- Project Structure
- Membership of the Focus Group
- Purpose of the Focus Group
- Election of Chair
- Report from King’s Pond Task & Finish Group
- General Discussion
- Next Meeting Dates

DH asked for some members from the Task & Finish Group to attend.

There was discussion of chairing of the meeting and the group agreed that Community & Stakeholder Focus Group would benefit from being chaired by a non Councillor.

Agreed that the presentation needs to be visual rather than discussion only.

NEW ACTION – DH / NB to put visuals together for presentation.

9. Agree date for next meeting of the Task & Finish Technical Group:

The next three meetings will be on:

Thursday 31st July: 16 Market Square 9:30am – 11:00am

Thursday 21st August: 16 Market Square 9:30am – 11:00am

Thursday 25th September: 16 Market Square 9:30am – 11:00am

ACTIONS FOR THE TASK & FINISH GROUP - **OPEN**

Meeting held on 25 th March 2025			
No.	Action	Who	Update
3	Investigate where similar projects have been undertaken i.e. Anton Lakes, Andover (speak with June Chatfield)	TP	19/06/25 Still no response. TP is certain that it won't be a viable option due to volume of water is a lot greater.
Meeting held on 28 th April 2025			
No.	Action	Who	Update
11	DH will explore with the EA exactly which consents are required for Kings Pond.	DH	19/06/25 - EA were unable to attend the meeting but will endeavour to provide pre-application flood risk activity permit (FRAP) guidance which they are aiming to have ready for the meeting in July. They have created a reference number and the pre-application has been assigned to a permitting officer.
12	DH was asked to enquire of Ecology Partnership for regular updates rather than waiting for the final report which he agreed would be useful.	DH	19/06/2025 - DH spoke with them on the phone. There are no further updates, and they are continuing with the Surveys
13	Evaluation of responses to Expressions of Interest Stage 1	DH/PH/PW	19/06/2025 – DH contacted the 3 responses we received and reminded them of what we are looking to achieve and asked for revised quotes. Received 2 responses.
Meeting held on 22 nd May 2025			
17	Approach to Water Environment	DH	19/06/2025 – DH approached and the contact we need to speak to is on holiday. DH will continue to follow up.
18	Approach Environment Agency/Thames Water/South East Water for drainage maps	DH	19/06/2025 – still being investigated.
Meeting held on 19 th June 2025			
19	Investigate St Albans and River Ver and Verulamium Park Lakes.	TP	https://www.stalbans.gov.uk/revitalising-river-ver-project Contact St Albans City & District Council to find out more details and possibly arrange a visit.
20	When TP & DH met with DJC she provided them with a lot of information	TP / DH	

	about the pond. Whilst they were investigating, they found a manhole cover in the footpath on the other side of the railway and could hear water running. They are unsure where the source of the water is coming from and where it is coming out. To investigate.		
21	Contact Cala and ask for information about the route of the Lasham drain through CALA site.	CA	
22	To investigate Google drive / Dropbox or similar for sharing documents rather than by email.	NB / DH	
23	To put visuals together for presentation.	NB / DH	

ACTIONS FOR THE TASK & FINISH GROUP – CLOSED

No.	Detail	Action	Update
Meeting held on 25th March 2025			
1	Send JQ minutes of the SE Water meeting (Brad Evans)	PH	Minutes sent 25/3/25. Action Closed
2	Produce critical timeline for work program and funding streams	PH	Kings Pond Outline Programme tabled at the meeting on 22 nd May to be amended to read “DRAFT” and then published
4	Draft letter for Expression of Interest and produce list of intended recipients	DH	Circulated brief to members of T&F by PH. Action Closed
5	Issue Expression of Interest letters to (a) project managers (b) potential design & build contractors)	PH	Issued 7/4/25 with responses requested by Friday 9 th May (due to bank holidays). Action Closed
6	Contact to be established with angling clubs who manage large lakes	PW	Regarding the action required to seek out any advice from local angling groups I had a very large enterprise in mind but have now discovered that they have sold off all the lakes to smaller clubs. My other choice was the local group known as Reading & District Angling Association (RDAA), a large club with responsibility for many ponds and lakes. I have had a recommendation back; Nick Haycock (nick_haycock@me.com). He is online as a Director at Haycock Environmental Consultants Ltd. Describes himself as a senior hydrologist and project manager specialising in lake, river and wetland creation with over 25 years’ experience. Action Closed.

7.	Contact to be established with Nick Haycock (plus recommendation from Tim Pinchen: Aquascience & Cain Bioengineering. Contact established & Expression of Interest issued	DH	Information sent to Nick Haycock, Aquascience & Cain Bioengineering.
8	Terms of Reference to be tabled at Full Council	PH/DH	Adopted by Full Council 9 th April 2025. Action Closed
9	JQ to approach Anthony Furnival to ask for a copy of the quote he obtained for a dredging + option for KP several years ago.	JQ	JQ advised that the Minutes should state that Anthony Furnival had “estimates” only. Therefore the action is closed and no quotes exist. Action, therefore, closed.
Meeting held on 28th April 2025			
No.	Action	Who	Update
9	JQ to approach Anthony Furnival to ask for a copy of the quote he obtained for a dredging + option for KP several years ago.	JQ	JQ advised that the Minutes should state that Anthony Furnival had “estimates” and that he declined to show ATC.
10	CA to seek information from CALA on the silt traps throughout the development on their construction and circulate to the group	CA	CA was informed by CALA they use a Marshalls Hydro Downstream Defender.
11	DH will explore with the EA exactly which consents are required for Kings Pond.	DH	Happy to provide pre-application guidance when we have a finalised proposal.
12	DH was asked to enquire of Ecology Partnership for regular updates rather than waiting for the final report which he agreed would be useful.	DH	Update received on 21/05/2025 no signs of water voles and Great Chested Newt.
13	Evaluation of responses to Expressions of Interest Stage 1	DH/PH/PW	Preliminary responses to be evaluated and report prepared to be circulated to this group for final recommendation to Full Council
Meeting held on 19th June 2025			
10	CA to seek information from CALA on the silt traps throughout the development on their construction and circulate to the group	CA	CA was informed by CALA they use a Marshalls Hydro Downstream Defender. 22/05/25 CA will investigate further to advise the group of the details of the silt traps. 19/06/25 CA sent brochure for the Downstream Defenders being used within the Cala site and a link to a more technical document on different drainage solutions.

14	Investigate where similar projects have been undertaken	TP	TP to speak to Dr June Chatfield (Alton Town Council to provide contact details by way of telephone number.) 19/06/2025 – Telephone number for Dr June Chatfield and TP Contacted. TP & DH met with DJC who provided him with a lot of information about the pond. Agreed this was the same as ACTION 1.
15	Downstream Defender	CA	To find out more details / specification about the Hydro Downstream Defender. Details shared.
16	Share details HCC APP Our Hants App	NB	https://www.hants.gov.uk/