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**Arkesden**

**Duddenhoe End Road**

**Saffron Walden**

**CB11 4HG**

**John Farnell**

**Uttlesford District Council**

**London Road**

**Saffron Walden**

**CB11 4ER**

Dear Mr Farnell,

**Joint Application for Repair and Renewal – Lavender Field/Swan Housing Ass.**

As you know there have been discussions concerning the concept of implementing measures to remove or much reduce the probability of future flooding of the Swan Housing Association block adjacent to The Spike and of the houses at Lavender Field. The intention is that:

- \* UDC maintains the stream bed and the banks;
- \* the Essex Flood Team or UDC take responsibility for installation of an improved reed guard at the tunnel entrance;
- \* UDC landscapes the UDC land above the tunnel so as to create a curving overflow channel between the tunnel entrance and Elizabeth Way and uses the spoil to create banks to either side;
- \* UDC contracts for the construction of a wall to replace the fence at the top of the stream bank adjacent to the Swan Housing Association Block and upstream thereof, the wall to be significantly higher than the route through to the new overflow channel;
- \* Swan, on behalf of each of the affected residents in the ground floor of the Swan Housing Association Block, and the owners of numbers 6, and 8 – 13 Lavender Field all apply for grants of the maximum of £5,000 under the Repair and Renewal Scheme for those affected by the 2014 flood and agree that, if successful, those grants be used by the Council to build the wall and, to the extent that a surplus remains, to make a contribution to the cost of the overflow channel.

I now attach a form completed as best I can in the circumstances. The standard form is for individual applications and for work executed by the owners or residents, rather than the Council. I have therefore made clear that it is a group application to help fund work being implemented by the Council and attach a signature page giving consent that the Grant can

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be used by the Council, making clear that there is no further obligation on the owners to pay and then signed by the applicants. I am unsure, as I write, whether you will receive one signature page from Lavender Field and one from Swan or whether they will be separate.

I hope very much that this application can be approved swiftly, the grants made available directly to the Council and the works effected.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'JR Burnham', written in dark ink.

JR Burnham

# Uttlesford District Council



## Repair and Renewal Application for a Grant

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

### 1. Applicant Information

Name	[REDACTED]
Business Name (if applicable)	(CO-ORDINATING ON BEHALF OF THE GROUP OF APPLICANTS)
Address	[REDACTED], ARKAS DEN, SAFFRON WALDEN
Postcode	CB11 4HG
Telephone Number	01799 550 661
Mobile	
E-mail	[REDACTED]

### 2. Property Flooded

Address of property applying (if different from above)	NOS 6, 8 - 13 LAVENDER FIELD + GROUND FLOOR OF SWAN HOUSING ASSOCIATION BLOCK ADJACENT TO THE SPIKE
Date property was flooded	EARLY MORNING - 07.02.14

### 3. Cause of Flooding and Damage

Cause of flooding (please circle those applicable)	River	<input checked="" type="checkbox"/> Blocked drainage	<input checked="" type="checkbox"/> Extreme Rainfall	Surface Runoff	<input checked="" type="checkbox"/> Other (please specify)
Please briefly describe the primary damage that was caused	SOAKED / SOILED CARPETS, FLOOR BOARDS, STARTINGS, FURNITURE, KITCHEN CABINETS			LACK OF OVERFLOW CHANNEL	

#### 4. Description of Damage

<p>Please briefly describe the primary damage that was caused</p>	<p>THE EXTREME RAINFALL CAUSED VERY HIGH DISCHARGE IN THE STREAM. THE DISCHARGE EITHER EXCEEDED THE CAPACITY OF THE TUNNEL OR THE REED WARD TRAPPED SO MUCH DEBRIS THAT IT AFFECTED A DAM. AS THERE WAS NO OVERFLOW CHANNEL, THE WATER OVERFLOWED THROUGH THE SPINNEY PARK, SWAN HOUSING ASSH BLOK AND LAVENDER FIELD</p>
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#### 5. Type of Application

<p>Is the grant application for:</p>		
<p>Resilience/resistance measures that you will install in the future should your application be approved</p>	<p>INSTALLED BY THE COUNCIL</p>	<p>Yes/No</p>
<p>For resilience/resistance measures that you have already purchased and installed following the flooding (retrospective application)</p>	<p>Yes/No</p>	

#### 6. Property Level Measures

Please indicate which of the available resilience/resistance measures you intend to or have installed (if a retrospective application) and cost (including VAT).

Please note that the maximum grant that can be applied for is £5000 (including VAT costs). Any costs incurred above £5000 will need to be met from your own funds.

When selecting which measures you intend to install, please read the application guidance note and we strongly advise that you consider information available on reference websites such as [www.nationalfloodforum.org.uk/property-level-protection-community-tool/](http://www.nationalfloodforum.org.uk/property-level-protection-community-tool/) The guidance will help you select the appropriate measures for the nature of flooding in your area – not all identified measures may be appropriate and may make limited difference to protecting or minimising the damage to your premises. Uttlesford District Council recommends that you seek professional advice prior to making an application, you can retrospectively claim up to £500 of the cost as part of your application.

Once complete please continue to section 7

Resistance Measures	Cost £s	Resistance Measures	Cost £s
Demountable Flood Door Boards		Replace sand-cement screeds on solid concrete slabs (with dense screed)	
Demountable Flood Window Boards		Replace chipboard flooring with treated timber floorboards	
Airbrick Cover		Replace floor including joists with treated timber to make water resilient	
Sewage Bung		Replace timber floor with solid concrete	
Toilet Pan Seal		Raise floor above most likely flood level	
Sump Pump		Replace mineral insulation within walls with closed cell insulation	
Re-pointing external walls with water resistant mortar		Replace gypsum plaster with water resistant material such as lime	

Waterproof external walls		Install chemical damp-proof course below joist level	
Automatic Flood Doors		Replace doors, windows and frames with water resistant alternatives	
Permanent flood door		Septic tank resistance or resilience measures (such as isolation valves, venting above flood level etc)	
Automatic Flood Windows		Mount boilers on wall	
Self-closing airbrick		Move washing machine to first floor	
Non-return valves 110mm soil waste pipe		Replace ovens with raised, build-under type	
Non-return valves 40mm utility waste pipe		Move electrics well above likely flood level	
Non-return valves 12mm overflow pipe		Move service meters well above likely flood level	
Garage/Driveway Barrier		Replace chipboard kitchen/bathroom units with plastic units	
Professional advice on flood resistance/resilience		Flood Risk Report	
<b>Total Cost of resilience/resistance measures</b>			£
<b>Total Amount of Grant Applying for if different (maximum £5000 including VAT)</b>			£ 5,000

BARRIER (WALL), OVERFLOW CHANNEL AND RELATED BANKS/MOUNDS. COST TO BE DETERMINED BY THE COUNCIL. PER PROPERTY

### 7. Quotes

Three like for like quotes for the purchase and installation of the identified measures should be included with your application. If you have not selected the cheapest available quote please explain briefly why.

If the application is for retrospective applying, please explain how you ensured value for money. i.e. utilised insurance company contractor, or sought quotes from a range of providers. This evidence should be included in your application

NOT APPLICABLE AS PROJECT WILL BE UNDERTAKEN BY THE COUNCIL TO REMOVE OR REDUCE PROBABILITY THAT NEEDLESS FLOODING DOES NOT RECUR.

### 8. Retrospective Applications

**FOR RETROSPECTIVE APPLICATIONS ONLY** – If you are applying for works that have already been undertaken, please briefly describe how you ensured value for money i.e. utilised insurance company contractor, or sought quotes from a range of providers. Evidence of quotes and invoices should please be included with your application

### 9. Alternative Funding

Have you received any alternative funding (such as previous grant funding or insurance claim payment) for any of the equipment you are

Yes/No  No

applying for grant funding for?	
If yes, please specify and state why you are also seeking Repair and Renew Grant support.	
For <u>businesses only</u> – have you received any other public grant funding during the last three years? If so, please specify what for and the amount received.	Yes/No

## 10. Repayment


Should your application be approved, please indicate the month you expect to make a grant claim. Grant claims can only be made once the installation has been fully completed and contractors paid from own fund.
THE GRANTS WILL BE PAID TO THE COUNCIL SO THE TIMING OF PAYMENTS IS LEFT TO THE DISCRETION OF THE COUNCIL

## Declaration

To the best of my knowledge, the information in this form and all other information given in support of this application is correct. I confirm that I understand the purpose of this form and the reasons for the collection of my/our personal data (to the extent that this form contains information which is personal for the purposes to the Data Protection Act 1998) and that I agree to my/our personal data being used as stated.

If any information changes, I will inform Uttlesford District Council immediately.

**Warning – if you knowingly or recklessly make a false statement to obtain grant for yourself or anyone else you risk prosecution, and the full recovery of all grant payments. By signing this form you are agreeing that you have read and agree with the above declaration.**

Signed	
Please print name	JOHN RICHARD BURNHAM

Please send this form and the relevant evidence to John Farnell at building@uttlesford.gov.uk or by post to John Farnell, Uttlesford District Council, London Road, Saffron Walden, Essex, CB11 4ER