

Meeting notes

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Project name:	Mote Park Lake	Project no.	File number:
		122775	
Subject:	Turkey Mill Liaison Meeting		Meeting no.
Location:	Turkey Mill	Time:	Date:
		11:30	05/02/18
Recorded by:			
Participants:	Name	Title	Organisation
	John Hopkins (JH)	Technical Director	Black & Veatch (B&V)
	Andy Robinson(AR)	Contracts Manager	Ian Farmer Associates (IFA)
	Dougie Lawson (Part) (DL)		Turkey Mill
	Andrew Williams (Part) (AW)		Maidstone BC (MBC)
	Deborah Turner (Part) (DT)	Corporate Property	Maidstone BC
Distribution:	Attendees + Andy Swaby (AS), Fiona Tarrant (FT), Ben Studham (BS), Lucy Stroud (LS), Jacquie Lines (JL)		

Item no.	Notes	Due date	Action by
1	Introduction		
1.1	Meeting was to advise Turkey Mill (DL) of reasons for works, current plans and to discuss issues of impact and access.		
2	Background to Works		
2.1	JH advised the legal reasons for the works being 'matters in the interests of safety' under the Reservoirs Act. The works need to be carried out by 25 April 2020. DT advised that MBC currently plan to carry out the works during summer 2019. The works involve bring the spillways and associated works up to the required standard to ensure the safety of the dam under extreme floods.		
2.2	JH advised that B&V are currently carrying out investigations and an optioneering report to determine the preferred option to be taken to design. Whilst an option including a spillway over the main dam embankment discharging directly into Turkey Mill Pond is being considered that this is unlikely to be preferred. This spillway would need to be hard engineered (concrete stepped spillway construction because of the water velocities). DL confirmed that this would have a major impact on the pond and in particular the setting for the weddings business. Access for construction would also be very difficult. DL was pleased at the opportunity to understand the planned works and that the likely preferred option may have limited impact on Turkey Mill.		

Item no.	Notes	Due date	Action by
2.3	The other location for a spillway is discharging into the existing spillway channel downstream of the road bridge. This is in natural ground. Hard engineering (stepped concrete) and semi-hard engineering (articulated cabled tied concrete blocks landscaped with grassed topsoil) options are being considered. It is likely that the semi-hard engineering option will be preferred. The spillway is likely to be between 50-65m wide. Examples of what these options look like were shared.		
2.4	JH explained that as well as the spillway that a wall (or part embankment) would also be required across the dam to prevent overtopping in extreme flooding. This may be up to 1-2m high but its impact can be reduced in part by landscaping. An example of a type of concrete block with textured finish to look like stone was shared.		
2.5	It was noted that one of the main impacts from the works would be on the trees.		
3	Ground Investigation		
3.1	DL was introduced to AR. Access for the investigation locations on the main dam just upstream of Turkey Mill Pond was agreed. (See notes on GI pre start meeting for further information)		
4	Impact on Turkey Mill		
4.1	It was noted that if the works were all carried out within Mote Park that the impact on Turkey Mill was low. One issue noted was noise from construction during weddings. This relates primarily to between 2-3pm on wedding days. It was noted that a restriction could be imposed on the Contractor to not carry out noisy works within these limited periods.		B&V
4.2	JH explained that water flow down the existing spillway might be prevented for a period of 4-6 weeks during the works with all the flow through the sluice. DL was OK with this as their main issue is ensuring a flow through Turkey Mill Pond during weddings (for photos). [This needs to be considered during any refurbishment works to the sluice.]		B&V
4.3			

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