WENDOVER PARISH COUNCIL
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COUNCIL VISION AND MISSION

Wendover is a thriving market town in which people want to live trade and visit

Develop Community	**Enhance Environment**	**Promote Prosperity**	**Functioning Council**

EXTRA ORDINARY PARISH COUNCIL MEETING AGENDA

Tuesday 20th January 2026 at 7:10pm

Wendover Community Library, High Street, Wendover, HP22 6DU

Committee Membership: Councillors Atwell, Ballantine, Coupland, Gallagher, Mackinlay, O'Donnell, Porter, Standen, Thornton, Tipper, Walsh, Washington, and Worth

To all Committee Members:
YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

AGENDA

1) APOLOGIES FOR ABSENCE
To consider any apologies for absence received:

2) DECLARATIONS OF INTEREST
In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct Councillors with declare their interest in relation to this meeting.

3) PUBLIC PARTICIPATION - A maximum of 3 minutes per speaker will be allowed.
The Council is committed to community engagement and warmly invites members of the public to contribute**.** Members of the public should note that the Council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response later. Members of the public are asked to respect the fact that this is a meeting to conduct Council business and interruptions during the remainder of the meeting are not permitted.

4) EO BUSINESS

a) Hampden Pond Borehole
To consider the proposal to accept one of the quotes and commence works for the borehole that will maintain pond levels

5) NEXT MEETING AND AGENDA ITEMS FOR FUTURE MEETINGS

6) CLOSURE OF MEETING

Signed by *Andy Smith*

Clerk and Responsible Finance Officer Date: 15/01/2026

ITEM 4a – HAMPDEN POND BOREHOLE

BROUGHT BY

Biodiversity and Sustainability Working Group

SUMMARY

To consider the proposal to accept one of the quotes and commence works for the borehole that will maintain pond levels

PARISH COUNCIL BACKGROUND

Parish Council – 2nd December

PC25/327	**ii) Hampden Pond borehole**
PC25/328	It was noted that the ongoing maintenance costs for a borehole would be in the region of £500 a year. It was noted that we would need a separate tender for an electrical connection to the adjacent streetlight; however, this cannot be dune until the specifications of the contractor are known.
PC25/329	It was noted that there were no environmental impact reports other than those on the pond. It was further noted that the original management report set out the need for the borehole to improve the eco systems around the pond. An Environmental Report could be a requirement of the final tender.
PC25/330	It was **RESOLVED** to draft a contract and terms of reference for circulation and comment by Councillors for approval at the next meeting.
PC25/331	It was **RESOLVED** To authorise the working group to tender for ongoing costs for maintenance on a 3–5-year contract.
PC25/332	It was **RESOLVED** to obtain a quote solely from the WPC streetlights supplier for the connection to the electrical supply from the nearby lamppost

DETAILS

Introduction

This paper is asking Council to consider approving:

- The go ahead to create a borehole that keeps a level volume of water in the Hampden Pond
- To award the contract from the quotes provided

This is being discussed at an EO meeting because the pond levels are currently relatively low but are now starting to rise. The installation is easier to do with lower pond levels than a full pond and we have a window of opportunity for a smooth and easy installation.

Summary of the project

- Hampden Pond is located within a productive aquifer, making it a viable candidate for borehole installation. During summer months the aquifer water table drops and in particularly dry periods stops supplying the pond with water causing water levels to drop significantly. This has significant impact on the ecology of the pond.

- WPC, commissioned AquaServe to undertake a Water quality and management assessment for the Hampden Pond. The report issued by AquaSeve, Oct 2024, sates "maintaining more consistent water levels is crucial for improving overall water quality" and sets out, in detail, the recommendations for maintaining water levels with a bore hole based on their environmental (including aquifer) assessment.

- In parallel to AquaServe, extensive Hydrogeological impact assessment of the area has been made by ACS (Arcadis / Cowie) for EKFB and HS2. A detailed Hydrogeological Impact Assessment model was produced for the catchment area and as a result. the Environment Agency required a quarterly monitoring of flow and water quality including checks on Hampden pond water levels and Witchell flow.

- Given the ongoing local environmental concerns and following extensive discussions between WHS2, EKFB, the Environment Agency and ACS, ACS recommended at a meeting 2nd Feb 2024 that a borehole be provided at Hampden Pond to maintain pond water levels.

- A borehole could legally extract up to 20 cubic meters of water per day (20,000 litres) without requiring a license and as this is permitted development under T&CPA.

- While this may not seem like a large volume, it is sufficient to refill the pond once a month and keep the water at a consistent level at least 90% of the time.

- The first part of the AquaServe report recommendations have already been carried out, supported by grants from HS2, and. HS2 (through EKFB) have now agreed to provide a grant specifically to fund the borehole construction.

- Quotations have been sought from reputable local borehole companies and technical evaluations completed for presentation for WPC approval.

- This paper covers an assessment of potential risks and mitigations. The assessment concludes that there are several ecological benefits as highlighted by AquaServe that are likely to outweigh the risks identified and ongoing low operating and maintenance costs.

- It should be noted that St Mary's Church wish to pursue a heat recovery scheme using the pond, once water levels are seen to be maintained. This is a separate project and should have its own risk assessment and environmental assessment for presentation and approval by WPC.

Project benefits

The borehole installation will:

1) Ensure effective water management in order to maintain the long-term sustainability of Hampden Pond and improve the water quality and biodiversity around the marginal areas. This has been identified as the biggest priority in the pond management plan.
2) Mitigate any potential interference with the Chiltern aquifer by surrounding HS2 developments.
3) Allow St Mary's church to explore the possibility of using Hampden Pond for a Water Source Heat Pump as part of an ambitious plan to decarbonise their heating system and reduce their emissions. The

installation of a bore hole would help maintain an adequate depth of water in the pond to make a WSHP a viable and cost-effective net zero carbon technology.

Funding and cost

The Parish Council applied to the HS2 Community and Environmental Fund and has been provisionally awarded (among other possible external funding sources) to cover all costs for the Hampden Pond borehole installation. £25k has been provisionally granted.

Detailed break down of costs are shown in the appendices and i is envisaged that this is net zero cost to the Council. However, we have made prudent calculations for contingencies and additional boring so that the total cost of the project could come to **£27,025**. This would mean that the Council would need to underwrite the cost of the project to the total of **£2,025** but with the expectation that work will be fully funded.

Should we prioritise other projects with HS2 money?

We have been informed by Groundworks that this money was only awarded as an extension to the original Hampden Pond bid. Any new award bid is highly unlikely to be granted because of our recent successful applications. In simple terms we accept this money or nothing at all – see appendices.

Quote for main works

Three, specialist contractors were approached to provide a quote for the work (see attached).

Contractor One: £20,000 Ex VAT
Contractor Two: £22,900 Ex VAT
Contractor Three: incomplete quote

The quote was for the following work:

- Site Set-up - Remove existing metal parkland fencing to provide access. Install Heras fencing and scrim to create a secure working area around the pond and public footpath / park space.
- Mobilisation to site with Drilling Rig, High Volume Compressor, Tools and Ancillary Equipment. Set-up of drilling rig at proposed drilling location.
- Commence drilling 250mm through the overburden and into the top of chalk strata (Anticipated depth approx 10 metres).
- Installation of 150mm permanent steel casing with PN16 flange. This is in preparation in case there are artesian flows present at any time in the future.
- Continue drilling at a reduced size through base up to 40 metres below ground level to provide a suitably depth borehole.
- Installation of 125/113mm UPVC well screen and casing.
- Installation of quartz filter pack to annulus of casing.
- Installation of a suitably sized stainless-steel pump, complete with rising main, drop cable and monitoring tube. All connected to a PN16 bolted top flange.
- Installation of a suitably sized concrete pad to house a secure enclosure for well-head and control equipment.
- Excavate and construct a receiving chamber next to the well with a gravity discharge run into the pond. Height to be agreed.
- Excavate and install a duct across to pond to take probe cables to enable control of the water level in the pond.
- Excavate and provide a power supply cable from the control panel to the adjacent lamppost.

Quotes for Power Connection

As we are taking power from a streetlight connection the only option we have is to have the termination work undertaken by UKPN and will have no options for alternate quotes. We are awaiting a costing for that work but project a cost of £3500

FINANCIAL CONSIDERATIONS

Set out above – financial risks of overspend come from the works to provide power and additional works if the original drill does not hit groundwater.

LEGAL AND RISKS

See appendices

PROPOSAL

To approve:

- The creation of a borehole using methodology indicated in the papers that keeps a level volume of water in the Hampden Pond
- To award the contract from the quotes provided to Contractor One and ask them to start works in line with their timetable

Project Summary

Name: Hampden Pond Borehole Comttee: Sustainability and Bi Lead: Cllr Tipper

Description	Not in scope
Provision of single 40m bore hole complete with lift pump system and level control for Hampden Pond. The objective is to ensure re-charge of water during low ground water periods to maintain health and biodiversity in the pond. Pump is to be powered from extension to existing street lighting. The project is being funded by a specific provision of environmental improvement funds by HS2/£KFB.	*Power termination to lamp post to be undertaken by WPC contractor and not in Drilling contractor Scope.* *Pond clearance not in scope - it is recommended that WPC ground staff undertake some water lilly clearance as works are being undertaken. St Marys heat recovery project - this will be subject to separate impact assessment and funding by the Church once water levels are established.*

STATUS
Funded
Planning

Delivery Factors checklist	
Fully Costed	
Proposed and resolved	
Infrastructure in place	
Equipment needed	
Staff training	
Environment	
Legal	
Community Engagement	
Others	

NOTES
See
* technical evaluation,
* project risk assessment ,
* methodology and schedule
* quotes
in EO Parish Council 20th Jan 2026 pack

Strategic Objectives **Environment**

Benefits	Risks	Costs/Resources
To maintain health and bio-diversity in the pond in line with recommendation in AquaServe Water quality and management assessment for the Hampden Pond, Oct 2024.	Refer to project risk analysis. Downhole testing may require further drilling which will be circa £400/m (hence contingency). Note Hydrogeological assessment indicates ground water levels normally within water level of pond such that limited "lift" is require 6 months per year. The project will need to be managed with close attendance to ensure work area is securely fenced off from public gaining access to drilling equipment. Duration anticipated no more than 14 days (refer to schedule).	PROPOSED BUDGET: 23500 CURRENT BUDGET: Ext Funding Reqd: 25000 OTHER RESOURCE REQUIREMENTS CAPEX 1 Borehole and pump system £ 20,000 2 Peripheries (level gauge) incl 3 Electrical hook up (est) £3,500 4 Contingency @ 15% £3,525 TOTAL (ex VAT) £27,025 OPEX 1) annual test £150 ex VAT

Planned Milestones									
Concept	1/8/25	Agreed	3/2/26	Start	4/2/26	Funded	3/2/26	Devel	not set
Implmnt	not set	Finish	31/3/26						
ACTUAL									
Concept	t.b.c.	Agreed	t.b.c.	Start	t.b.c.	Funded	t.b.c.	Devel	t.b.c.
Implmnt	t.b.c.	Finish	t.b.c.						

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Contractor						
Contractor	**CONTRACTOR 1**		**CONTRACTOR 2**		**CONTRACTER 3**	
Quote Date	19/12/2025		31/10/2025		14/10/2025	
Base Quote						
Site Set Up	Removing of fence and create secure working area , including all equipment	incl	mobilisation plant and equipment	13250		incl
			air compressor	975		
Casing	150mm x PN 16 flange	incl				
Bore hole	40m x 6"	incl			150 dia x 40m	
Well screen and casing	125/113mm UPVC well screen and casing (type of seal not fully clear)	incl	125-mm internal diameter permanent well screen and casing would be placed surrounded with a graded sand pack and bentonite/cement seal.		5" uPVC lining and slotted @ 30m of the end	13500
Pump pad	concrete - included	incl				
Pump	Suitable pump system <20m/day with housing / secure enclosure -The proposed pump we intend to put down the well is a BBC Elettropompe. These pumps run around 4Ah and require a 1KW supply	incl	100mm dia downhole pump 2m3/hr @ 0.5 barg at wellhead. 0.37KW		1m3/hr Grundfoss pump with manual switching	
	The discharge pipe will be 50mm. At the discharge end of the pipe with the control probes/switches we will construct a purpose-built metal cabinet / box with a mesh to prevent rodents and other animals getting close to the discharge pipe and control probes					
Gravity Feed to pond	Receiving chamber for gravity feed into pond	incl	not stated except mentions valve chamber for private water supply			
Well head and control panel cabinet	Robust green cabinet complete with a cylinder style key lock. The dimensions of this cabinet are - Height 1270mm x Width 1215mm x Depth 750mm. Level probe and cables included. The level probes will consist of 2-micro switches/ floats which will ensure robustness and longevity. These will be mounted in the previously mentioned metal cabinet / box at the pond edge. When the pond is at optimum level. This cabinet will be submerged below the water level.					
Water Level control	Level probe and cables included	incl	Pressure vessel ? and float switch	8675	none	
Water test	Optional				included	
Provision of records for BGS	not stated		yes		not stated	
Power cable to lamppost	Provided for others to terminate	incl	assumes power cable at well head (as opposed to lamp post)		not included	
Arisings and disposal	All water and liquid chalk arisings from drilling operation to be allowed to be disposed of (some minor disposal of excavations arising will be distributed locally). The drilling wastes will be directed in to drilling cyclone and skip. This will collect the cuttings and spoils from the borehole. We will have a dedicated tanker on site to remove the waste. We anticipate that some drilling water will flow over from this skip, this water is white in colour but is not harmful.		include for the disposal of excavated soil at a licensed tip			
Caveats	Due to natural geological variation over short distances. The depth of the borehole cannot be determined until drilling is completed, therefore the above is a schedule of rates		looking into possibility of solar powers bore hole pump - this is not appropriate for this area as it is shielded by trees and potentially venerable to vandalism		does not include for the removal of spoil from the borehole; this will be left adjacent to the borehole position - cost of removal	600
	We will create and send to you separately a works methodology, timeframe for works and a plan for heras fencing and access provisions.					
Programme						
Schedule	Proposed Start Date – Monday 26th January. Projected Completion Date – Friday 13th February.		not stated		not stated	
Availability	Busy but available - local		not stated - but reasonably local		not stated -	
Commercial						
Payment Terms	50% upfront, 50% on completion		50% of item 1 on commencement of drilling on site, balance of item 1, item 2 and 50% of item 3 prior to installation of the pumping plant, balance of item 3 14 days from date of final invoice.		not stated	
Validity	90 days		60 days		not stated	
T&Cs	See standard T&C on website					
Price		£20,000		£22,900		£14,100

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Variation rates	not stated		drilling, casing, pump depth increase /m	410		183
	Refer to separate quote	£150				
Options	n/a		connection chamber			
Clarifications	1) pump and cabinet spec / power		1) site visit necessary		1) site visit necessary	
	2) Discharge pipe size and anti rodent mesh end detail		2) downhole pump details and well head enclosure details		2) downhole pump is undersized	
	3) Level probe detail and proposed mounting		3) Level probe detail and proposed mounting		3) No level switching	
	4) CDM duties / method statement		4) Discharge to pond details		4) Discharge to pond details unclear - not provided	
	5) Validity and Commercial Terms		5) CDM duties / method statement		5) CDM duties / method statement	
	6) rate for additional m/ drilling		6) Validity and Commercial Terms		6) Validity and Commercial Terms	
Assessment	Local contractor who is knowledgeable of local conditions		Experienced contractor		This is a high level quote only and needs significant clarification before being considered compliant	
	Site team and visited site and demonstrated job can be done		Needs to do site visit so price can not be considered firm			
	Quote has been firmed up and revalidated following a second site visit		Providing trench for cable and cable needs to be included in price evaluation and ill need 2 visits for electrical contractor			
	Termination of cables is only other work required.					
	Risk for delivery is low					

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Project Risk Assessment.

1) Background

Hampden Pond is located within a productive aquifer, making it a viable candidate for borehole installation. During summer months the aquifer water table drops and in particularly dry periods stops supplying the pond with water causing water levels to drop significantly. This has significant impact on the ecology of the pond.

WPC, commissioned AquaServe to undertake a Water quality and management assessment for the Hampden Pond. The report issued by AquaSeve, Oct 2024, sates "maintaining more consistent water levels is crucial for improving overall water quality " and sets out, in detail, the recommendations for maintaining water levels with a bore hole based on their environmental (including aquifer) assessment.

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Given the ongoing local environmental concerns and following extensive discussions between WHS2, EKFB, the Environment Agency and ACS, ACS recommended at a meeting 2nd Feb 2024 that a borehole be provided at Hampden pond to maintain pond water levels.

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While this may not seem like a large volume, it is sufficient to refill the pond once a month and keep the water at a consistent level at least 90% of the time.

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Quotations have been sought from reputable local borehole companies and technical evaluations completed for presentation for WPC approval.

This paper covers an assessment of potential risks and mitigations. The assessment concludes that there are several ecological benefits as highlighted by AquaServe that are likely to outweigh the risks identified and ongoing low operating and maintenance costs.

It should be noted that St Mary's Church wish to pursue a heat recovery scheme using the pond, once water levels are seen to be maintained. This is a separate project and should have its own risk assessment and environmental assessment for presentation and approval by WPC.

Hampden Pond Current Water Levels (Winter 2025) Following harsh Summer

Hampden Pond (August 2025)

2) Risk Assessment

A. Environmental Risks

Risk	Description	Mitigation
Impact on chalk aquifer	Over-abstraction could lower groundwater levels or affect nearby private abstractions. *The Coombe Hill Aquifer has very significant reserves and as the abstraction proposed will be limited to 20,000 l/day and will have limited impact on surrounding springs and arteisan wells within 500m radius. There are no private water abstractions for drinking water within this radius. Reference GB Single Onshore Borehole Index (SOBI) | BGS ArcGIS Online Resources*	*Ongoing periodic review of recharge levels on a quarterly basis (note these will continue to be provided by HS2 including Witchel flow gauge monitoring for a period of 6 years after HS2 operation). Should there be an issue the borehole pump can switched off and isolated for a trial period.*
Impact on chalk stream	Increased or decreased flow could alter ecology	*Reference Water quality report and Restoration Proposals for Hampden Pond - AquaServe Management Report Oct 2024 identifies that water level management is critical. In doing this the intent is that this will be an improvement for the pond ecology. Note the pump system is intended to switch off before the overflow level is reached so as not to effect downstream chalk stream.*
Contamination pathways	Borehole construction could create a conduit for pollutants	*'The bore hole itself will be lined with a casing so will not provide an additional leakage pathway. The risk of a major pollution incident affects the pond overall and comes from a major spillage incident from the A413. In this event this could pollute the aquifer so WPC ground management plans should include an action to switch the borehole pump off in such eventuality until appropriate water testing is carried out as necessary to demonstrate surrounding aquifer pollution has dispersed. The bore hole can provide such a testing point.*
Disturbance to pond ecology	Artificially stabilising water levels may alter habitat	*Reference Water quality report and Restoration Proposals for Hampden Pond - AquaServe Management Report Oct 2024 identifies that water level management is critical. The report recommends that the water is aerated by cascade to address any potential reduced oxygen levels. The design of the bore hole provides for a cascade and an option for water quality testing has been requested (if necessary).*

B. Technical & Operational Risks

Risk	Description	Mitigation
Borehole failure or poor yield	Chalk boreholes can be unpredictable	*'Reference Water quality report and Restoration Proposals for Hampden Pond - AquaServe Management Report Oct 2024 and ASC(EKFB) report and minutes 2/2/24 which recommended Artesian well with potential for artificial lift. Existing boreholes in the area are between 10-40m. Weatherhead (experienced local contractor) have recommended 40m.*
Pump or power failure	Pond level could drop unexpectedly	*Ensure system supplied is robust. Periodic inspection by WPC Ground team recommended and annual service by installer.*
Siltation or turbidity	Pumping may disturb fine chalk sediments	*'Potential for turbidity during drilling and casing insertion during well construction which is mitigated by containing drilling muds in specially designed containers which will be disposed off site by Contractor. During operation, no water cloudiness is anticipated and if in the unlikely event there was the pump should switched off and water testing carried out (by the Contractor).*
Vandalism	Asset damaged	*'Potential for vandalism which will damage asset. The design of the cabinet is to be robust metal lockable cabinet mounted on a robust concrete base. Bore hole and overspill are buried and cascade and level gauge will be mounted in a robust cage approximately 2m from pond edge rendering it inaccessible. Regular monitoring by WPC ground staff recommended.*

C. Legal & Regulatory Risks

Risk	Description	Mitigation
Failure to obtain abstraction license	EA may restrict or refuse abstraction	*Not a scenario that exists – The bore hole is strictly limited to less than 20,000 l/day which falls within permitted development rights. Above this threshold an abstraction license would be required.*
Planning permission issues	Borehole may be classed as engineering	*Not a scenario that exists – The bore hole is classed as private (developed on WPC land) and will extract less than 20,000 litres per day and take less than 28 consecutive days to "develop" , the category of which falls within a class A "permitted development" Part 22 Mineral Exploration , T&CPA*

Impact on CRT assets	Changes to overflow regime could affect chalk stream	*'The pump system is intended to switch off before the overflow level is reached so as not to effect downstream chalk stream and flow into the canal. Consultations with Wendover Arm Trust confirm that there is no issue to be raised as the scheme neither increases or decreases the main risk of a pollution event caused by other factors (and not the borehole). Recommendation is to inform out of courtesy.*

D. Financial Risks

Risk	Description	Mitigation
Cost overruns	Geological uncertainty can increase drilling costs	*Contractor sufficiently confident upon clarification for extra over depth drilling rate that he can provide fixed price. Main risk comes from delayed decision make and loss of HS2 grant as a result.*
Ongoing operational costs	Electricity, maintenance, monitoring	*There will be some minor operational costs. Power take will be equivalent to one street lamp. Annual maintenance cost quoted by Contractor as £180/p.a. Also recommendation is for WPC ground staff to ensure periodic (monthly check).*

E. Community & Reputational Risks

Risk	Description	Mitigation
Perception of environmental harm	Chalk streams are highly valued	*'WPC would be seen to be failing in their duty not to implement the recommendations of the AquaServe Management Report Oct 2024 which states " maintaining more consistent water levels is crucial for improving overall water quality" and recommends a borehole. A news article is suggested for the Wendover News with a wider circulation including Chiltern Society etc.*
Disruption during works	Noise, access, traffic	*'The works duration will be 14days (daytime) and during this time the work area will be fenced off by the Contractor. Heron path access will remain open but one side to the Witchell park may be blocked. Equipment and vans will be offroad so as not to disturb the Church.* *Whilst the project is NOT notifiable under the Construction (Design and Management) regulations 2015 due its duration and number of works, the Contractor will be nominated as the "Principal contractor" and has provided an outline method statement. He will provide the appropriate risk assessments and supporting documentation. Furthermore WPC should formally conduct an onsite kick off meeting with WPC ground staff and the Contractor's nominated supervisor before the works are allowed to proceed and a follow up inspection upon works completion.*

3) Actions and Responses

1. Commission a Hydrogeological Impact Assessment (HIA)

Required for abstraction licensing and central to understanding risks.

An extensive Hydrogeological impact assessment has been made by ACS (Arcadis / Cowie) for EKFB and HS2 that has identified the nature of the aquifer and its sensitivities in the area. A detailed Hydrogeological Impact Assessment model was produced for the catchment area.

Subsequently the Environment Agency required a quarterly monitoring of flow and water quality, the results of which are published to WHS2 (Mitigation Action Group) (and this WPC). WHS2 (Mitigation Action Group) were informed that this monitoring will remain in place up to 6 years after operational start of HS2.

The monitoring includes check of Hampden Pond water levels, Witchell flow gauging and water quality measurements, albeit that the HIA did not identify these as being at risk from HS2 works.

However, given the ongoing local environmental concerns as a result of HS2 and following extensive discussions between WHS2, EKFB, the Environment Agency and ACS , ACS recommended at a meeting 2nd Feb 2024 that a borehole to be provided at Hampden Pond to maintain pond water levels.

In parallel WPC commissioned AquaServe to undertake a Water quality report and produce restoration proposals for Hampden Pond. The report issued by AquaSeve, Oct 2024, sets out, in detail, the recommendations for maintaining water levels based on their environmental (including aquifer) assessment.

As this is a "private" < 20,000 Litres per day abstraction, no further submissions for abstraction are required by the Environment Agency.

2. Seek pre-application advice from the Environment Agency

They will indicate acceptable abstraction volumes and monitoring requirements.

See above

3. Check with the Local Planning Authority

Confirm whether the borehole requires planning permission.

The borehole is classed as private (developed on WPC land) and will extract less than 20,000 litres per day , take less than 28 consecutive days to "develop" , the category of which falls within a class A "permitted development" Part 22 Mineral Exploration , T&CPA.

4. Consult the Canal & River Trust

Because the overflow enters the canal.

Consultations have been made with Wendover Arm Trust. As a matter of courtesy it is recommend WPC inform both that we are proceeding with project and whilst we are not making any modifications to the existing streams or overflows and that the normal water levels in the pond are intended to be maintained below the regular overflow, we are presuming any enhanced flow as a result will be to the benefit of the canal.

5. Prepare a formal risk assessment

Using the structure above for council papers.

Prepared

4) Summary of Actions

1) WPC to secure opening of Heron path access bollards / replace broken bollard – **Action Clerk**

2) WPC ground team to undertake some clearance work to remove some of the lilly growth and tidy up all the branches and waste that has fallen in over the past month – **Action Clerk** to organize

3) Information letter to be issued to Canal and River Trust and Wendover Arm Trust to inform of works – **Action Clerk**

4) Publicity shot to wider audience Chiltern Society HS2 etc. – **Action A./Band/F.Tipper**

5) Formal purchase instruction (upon council resolution) – **Action Clerk**

6) Onsite K/O meeting on Friday 23rd for Monday 26th start (all being well) attended by WPC ground staff and the contractor and for the meeting to be minuted (this is important) – **Action Clerk/A.Band**

AMB 9/1/26

Hampden Pond Drilling Project

Fig.1 Work area and Access.

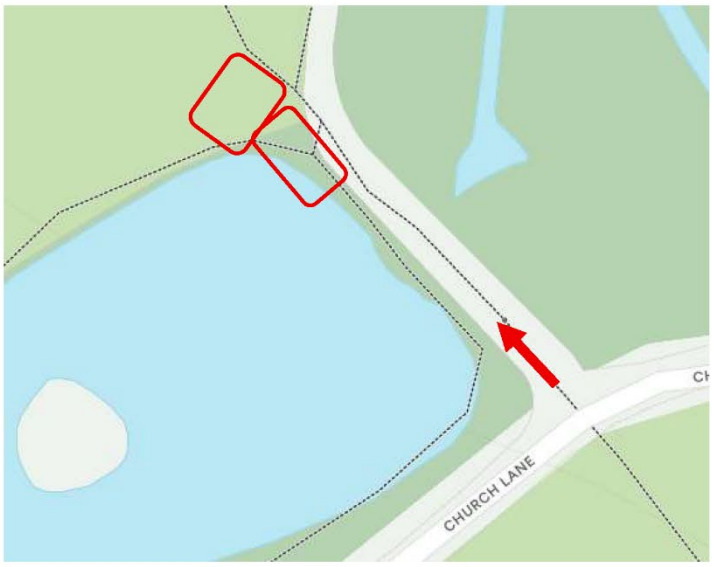

Fig. 2. Bollards restricting access.

Fig. 3 – Fencing to be removed to allow access to pondside.

Proposed Start Date – Monday 26th January.
Projected Completion Date – Friday 13th February.

Scope of works – To drill a 40m BGL deep borehole water-well to supply the pond. The borehole will have a suitably sized pump with control probes in the pond monitoring the pond level and activating the pump when required.

Access to desginated work area - Access to site will be down Herons Path via Church Lane (fig.1), Prior to works commencing the bollards need to be removed (fig. 2).
During vehicle movements on Herons Path there will be banksman to supervise movement.

Proposed schedule of works:

Day 1
- Mobilise to site with tools and equipment to remove fencing. Approx 6 panels (Fig. 3).
- Erect heras panels around site to ensure no un-authorised access.
- Set-up work area and drilling pad ready for drilling equipment.

Day 2
- Mobilise to site drilling rig and drilling equipment.
- Set-up of drilling rig and associated equipment.
- Installation of temporary casing.
- Set-up of diverter and barrier equipment to divert spoils and cuttings away from pond and into drilling cyclone and skip.

Day 3
- Continue drilling.
- Monitor cuttings and spoils uplifted from drilling process.
- Tanker on site to empty skip and remove off site.

Day 4
- Continue drilling to completed depth of 40-metres.
- Carry-out flush cycle to clear borehole of cuttings and drilling additives.
- Tanker on site to empty skip and remove off site.
- Commence de-rig of drilling tools and equipment.

Day 5
- Clean and sweep of drilling cuttings and spoils on drilling pad.
- Installation of permanent screen and casing in borehole
- Installation of quartz filter pack to annulus of borehole.
- Installation of steel headworks assembly.

Day 6
- Removal off site of drilling rig and associated tools and equipment.
- Clean and sweep of drilling pad and work area.

Day 7
- Installation of concrete pad
- Excavation of trench from pad to lamppost for power supply.
- Excavation of trench from pad to pond edge for delivery pipe and control probes.

Day 8
- Pump test – mobilise to site with test pump and generator to pump out turbid chalk water.
- Carry out draw-down and recovery rates testing during pump test.

Day 9
- Installation of permanent borehole pump, rising main, drop cable and monitoring tube.
- Installation of final headworks assembly.

Day 10
- Delivery and Installation of cabinet.
- Installation of control panel and control probes.
- Installation of delivery pipe from well-head to pond edge.
- Installation of power supply cable from cabinet to lamp post.
- Backfill of trenches.

Day 11
- Contractor to attend site to make power connection from lamp post.
  Please note – this is a guide to the schedule of works. The contractor attendance may be earlier or later than this proposed day, and we can contact the contractor directly to arrange.
- Installation of pond-side anti-rodent cabinet.
- Commission of Control panel and control probes.

Day 12
- Final testing of pump, control panel and control probes.

Day 13
- Removal of all remaining tools and equipment on site
- Commence final clean and sweep.
- Replace removed fencing.

Day 14
- Handover of site back to council
- Final snagging completion.
- Demonstration of control panel and probes.