

**Minute of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 15th March 2018
At Port St Mary Town Hall**

Present	Mr J Ludford- Brooks, Chairman, Mr S Pilling, Mr P Crellin, Mr R Hirst, Mr M Cringle, Mr R Pilling & H Phillips, Deputy Clerk.
Apologies:	None

2. The Chairman welcomed the Board, noted that there were no apologies and sought declarations:

2. The meeting considered the Minutes of the Ordinary Meeting of 15th February 2018.

PC/RH proposed that the Minutes of the Public Meeting held on 15th February 2018 be approved and signed as a correct record JLB & SP in favour. Absent MC & RP. Carried.

4. Motions: None

4. Matters Arising from the Minutes:

4.1 A paper with proposed hourly fees for work carried out in relation to Freedom of Information was tabled.

RP/PC proposed that the fees for Freedom of Information work be accepted. JLB, SP, RH & MC in favour. Carried.

4.2 A draft registered commercial account user form was discussed.

PC/RP proposed that the form be accepted.

JLB, SP, RH & MC in favour. Carried.

5. Finance Matters:

5.1 The Board considered invoices for payment for approval.

J. M. V. Ludford-Brooks
26/04/18

HP clarified invoice 170 and explained that it was backdated due to an error but had been entered onto the accounting system, it had been brought for approval before rectification due to the closeness to the financial year end.

PC/SP proposed that the invoices are paid. JLB, RP, RH & MC in favour. Carried.

5.2 Invoices paid in February were noted.

5.3 Accounts and Audit Regulations 2018 paper was noted.

6. Operational Matters:

6.1 Monthly Tonnage Return was noted.

6.2 HP was requested to bring the report on composting back to the next meeting and include the NI & Pension costs. HP was requested to find out the cost of sending green waste to the EFW.

6.3 Fluorescent Tube Charging Report was noted.

6.4 A letter from DCS Skips was discussed. HP was requested to action the following;

- Follow up on the possibility of 1100 litre hook bins for the site,
- Contact Malew with a view to trailing the use of the bin lorry to transport waste
- Check the current contract with DC Skips and the status of the extension applied.

7. Site Maintenance: None

8. Public Correspondence: None

9. Any other business: HP was requested to ensure the site would be adequately staffed for the forthcoming Easter weekend.

Meeting closed 19.27

J.M.V. 