

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

Present	Mr S Pilling (Vice Chairman), Mr P Crellin, Mr R Pilling, Mr R Hirst & Ms H Fargher, Clerk
Apologies:	Mr J Ludford- Brooks, Chairman & Mr M Cringle

1. The Vice Chairman welcomed the Board, noted the apologies and sought declarations: None were declared.

PC Raised a point of order and requested to move to Committee to discuss the Budget for 2019/20. Seconded by BP.

PC/BP proposed to move back to public at 20.30.

2. Minutes of the Ordinary Meeting of 18<sup>th</sup> October 2018.  
**BP/PC proposed that the Minutes of the Public Meeting held on 18<sup>th</sup> October 2018 be approved and signed as a correct record. All were in favour. Carried.**

3. Motions: None

4. Matters Arising from the Minutes:

**4.1** The Matters Arising Report was discussed and noted. BP requested that HF liaise with DEFA and local builders merchants regarding the shredder. A discussion was had in relation to the possibility of using the conveyor belts to assist with loading the skips. HF advised that the website was currently down, however it was hoped to be active again shortly.

5. Finance Matters:

**5.1** The Board considered invoices for payment for approval in November.

*J.M.V. Ludford-Brooks*  
03/01/19.

HF was requested to check that invoice 340 is not a duplicate. PC requested that the water usage at the beginning and the start of the day was noted and logged by the Site Foreman to ensure there is not a leak in the system.

**PC/BP proposed that the invoices are paid. All were in favour. Carried.**

**5.2** Invoices paid in late October were noted.

**6. Operational Matters:**

**6.1** Monthly Tonnage Return – The report for October was noted.

**6.2** There were no EFW returns for October to report.

**6.3** SITA process for allocating non conforming waste – The document was noted.

**7. Site Maintenance:**

**7.1** Site Layout Report – Moved to private due to commercial sensitivity.

**8. Public Correspondence:**

**8.1** Email from site user – The correspondence was noted.

**8.2** Letter from site user – The correspondence was noted and HF advised that a response had been issued.

**9. Any other business:**

**9.1** 2018/19 Meeting dates were noted.

**Meeting closed 20.53**

*J.M.V. Leadford-Broad*  
*03/01/19*