

**Minute of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 16th August 2018
At Port St Mary Town Hall**

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

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

2. The meeting considered the Minutes of the Ordinary Meeting of 19th July 2018.

PC/RP proposed that the Minutes of the Public Meeting held on 19th July 2018 be approved and signed as a correct record. All were in favour. Carried.

4. Motions: None

4. Matters Arising from the Minutes:

4.1 The Matters Arising Report was discussed and noted. PC requested that the site ensure all contractors who carry out work on the site provide up to date Health & Safety and Method Statements, this is to include contractors carrying out work and clothing bank providers etc.

5. Finance Matters:

5.1 The Board considered invoices for payment for approval in August. HF was requested to check the VAT on staff clothing, item 294 and PC queried if item 288 should be covered under the administration charge, HF to investigate.

RP/SP proposed that the invoices are paid. All were in favour. Carried.

5.2 Invoices paid in late July were noted.

J.M.V. *J. Ludford-Brooks*
20/09/18

6. Operational Matters:

6.1 Monthly Tonnage Return – The report was noted.

6.2 Composting Options Paper – A discussion took place into the financial sustainability of producing compost on site. It was noted that a valuation on the screener and shredder were still awaited. PC requested a letter from Middle Park setting out the terms of the contract. **PC/RP proposed that upon receipt and signature of the contract from Middle Park, arrival of a skip and completion of the current order, compost production on the site will cease. All were in favour. Carried.**

6.3 Commercial Restriction – It was agreed that due to the site layout not being finalised, the restriction would need to be extended. **PC/RH proposed the restriction on commercial users be extended by 3 months. All were in favour. Carried**

6.4 Waste Transfer Contract for approval – The revised waste contract was discussed, HF advised that the contract had been compared to that of an existing one in place at another site. **PC/SP proposed that the contract was accepted and issued. All were in favour. Carried.**

6.5 Energy From Waste Plant Returns – The report on returns was discussed. It was requested that the item be brought back to the next agenda for further consideration of items to be added to the requested meeting with Waste Services and the other Amenity Sites. The Chair expressed that he would like to attend the meeting. HF is requested to provide a report going forward on items returned from the EFW Plant. PC queried how the EFW allocate the returns to ensure it is a fair process. RP requested that the operatives are notified that we are aware of the issue and will find a way forward.

7. Site Maintenance:

J.M.V. Ludford - Board
20/09/18