

**Minute of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 19th July 2018
At Port St Mary Town Hall**

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

3. 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 6th July 2018.

RP/SP proposed that the Minutes of the Public Meeting held on 6th July 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. HF was requested to obtain a formal offer letter from Middle Park agreeing terms, it was agreed that the inflationary increase would be in line with RPI and applied annually in line with the date of the signed contract.

5. Finance Matters:

5.1 The Board considered invoices for payment for approval in July.

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

5.2 Invoices paid in early July were noted.

6. Operational Matters:

6.1 Monthly Tonnage Return – it was noted the report for June had already been discussed at the previous Board meeting.

J.M.V. Ludford-Brooks
16/08/18

6.2 A Review of the current Health and Safety Policy was discussed. No amendments were identified. SP requested HF check the health and safety statement is available for public viewing anywhere at the site and PC requested HF to ensure contractors risk assessments and method statements are up to date.

7. Site Maintenance:

7.1 The Health & Safety Report from Pegasus Management was discussed. HF was requested to provide an options paper with regard to the production of compost on site. It was agreed that once a decision was made regarding the continuation of compost production, the site layout could then be discussed further. The Board agreed to consider the layout in the meantime.

8. Public Correspondence:

8.1 A letter of thanks received from a ratepayer in relation to good customer service was welcomed and noted.

9. Any other business:

9.1 2018/19 Meeting dates were noted.

Meeting closed 19.30

J.M.V. Hendrick-Brook
16/08/18