

**Minute of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 23rd November 2017
At Port St Mary Town Hall**

Present	Mr S Pilling, Acting Chairman, Mr P Crellin, Mr R Hirst, Mr R Pilling. A Hamilton, Clerk.
Apologies:	Mr J Ludford- Brooks, Mr M Cringle

4. The Chairman welcomed the Board, noted the apologies and sought declarations of interest:
5. 2.1 The Board considered the Minutes of the Ordinary Meeting of 12th October 2017.

PC sought the development of a written audit trail to support the price obtained for rubble particularly with Middle Farm Recycling. The Board noted that the overhaul specification for the digger was outstanding.

Following this a proposal was made (RP/RH) that the minutes be accepted as a true record of the event. This was resolved with all in agreement.

6. Matters Arising from the Minutes:

6.1 Entrance Mirrors – The Clerk demonstrated the proposed mirror and the limitation is angle that it had.

A proposal was made (RH/RP) that we buy and mount 2 mirrors. This was resolved with all in agreement.

6.2 Construction of sheds: The Clerk referred the Board to the letter from the Planning Department in 2015 which he had confirmed with the Department was still their advice.

6.3 Compost testing results: The Clerk tabled the file on compost testing process and demonstrated the work processes with regard to quality control of compost manufacture. He spoke of progress in aligning the process with the PAS 100 standard.

J. M. V. Ludford- Brooks
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RP raised concerns regarding the press statement and the fact that the Board had not had advance sight of it. PC concurred. RP raised concerns about the Press Release. The Clerk stated that he had written the statement and sought the approval of the Chairman prior to it's issue.

RP/RH proposed that Standing Orders are amended to include a provision that statements made by the Board require pre-approval of the Board.

This was agreed to be included in the December Agenda in line with the current Standing Orders.

A proposal was made that (PC/RP) that our goal is to achieve PAS 100 embracing the regular testing and independent audit of the work that that involves.

This was resolved with all in agreement.

RH commented that Billown Quarry may be able to offer a testing service.

A proposal was made (RH/RP) that the Clerk investigate whether a service can be offered.

This was resolved with All in Agreement

7. Finance Matters:

7.1 Invoices for payment in November were approved.

Proposed: (RP/PC)

Resolved with all in agreement.

4.2 Invoices paid in October were noted.

8. Operational Matters:

8.1 Monthly Tonnage Return was noted.

PC asked a question as to why there is no covered place for electrical items that are still functional. A discussion on the risks associated with used electrical equipment ensued.

J.M.V. *[Signature]*
16/01/18

8.2 Website – A discussion on the requirement to maintain the website took place. The Clerk agreed to report back that a process has been established to regularly review the content. The Clerk further reported that a Facebook page has been established.

RH requested that the next agenda contain an item on re profiling ourselves.

9. Site Maintenance: The Clerk reported the further deterioration in the leaking staff welfare cabin. It was agreed to include an item on the agenda for the next Board.

7. Public Correspondence: None

Any other business: None

A proposal was made that we move to Committee PC/RP.

This was resolved with all in agreement.

Public meeting closed 20 05

J.M.V. Leadford-Brook
16/01/18.