

**Minute of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 26th April 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 & Ms H Fargher, Deputy Clerk.
Apologies:	None

1. The Chairman welcomed the Board, noted that there were no apologies and sought declarations: None were declared.
2. The meeting considered the Minutes of the Ordinary Meeting of 15th March 2018.
RP/SP proposed that the Minutes of the Public Meeting held on 15th March 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 Welfare Unit Expressions of Interest advert and Tender document were discussed.
SP/RH proposed the tender documents are approved for distribution. All were in favour. Carried.
 - 4.2 It was noted that the bin lorry trial was still to be carried out.
 - 4.3 A report of the cost of composting was discussed. PC requested Middle Park are contacted to see if they would enter into a 5 year lease to remove the green waste with an increase in line with inflation allowed each year. SP requested details on how much tonnage of green waste we collect each year. HF to provide details.

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4.4 A report on digger expenditure for 2017/18 was noted.

4.5 A report on the hire costs of a screener to enable the site to continue producing compost until the part for the existing screener arrives was discussed.

SP/RP proposed the screener be hired at an agreed rate of £300 per day for 7 days due to large orders received. All were in favour. Carried.

5. Finance Matters:

5.1 The Board considered invoices for payment for approval in April. SP requested a breakdown of the motor and engineering policies be provided. HF to provide.

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

5.2 Invoices paid in March were noted.

5.3 A report on Business Cover for car insurance was discussed. It was agreed to ensure the Site Foreman was suitably covered. HF was requested to obtain details on a group cover for Board members.

6. Operational Matters:

6.1 Monthly Tonnage Return was noted.

6.2 The Monthly Tonnage Year End Comparison report was noted. HF advised that she had requested the year-end details from the other Amenity Sites to provide a more in depth comparison.

6.3 The report on SITA Returns was noted.

6.4 The Site Layout Information Report was discussed.

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RP/RH proposed Pegasus Safety Consulting are requested to provide a price for a full Health & Safety Report. All were in favour. Carried.

7. Site Maintenance: None

8. Public Correspondence:

8.1 The current Waste Removal contract was discussed, HF was requested to ask DC Skips to provide a detailed breakdown of the reason behind the 7.3% increase.

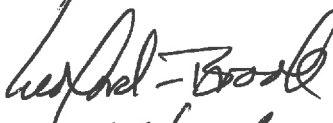
SP/RP proposed the Expressions of Interest and tender document for a new waste removal contract be accepted and issued. All were in favour. Carried.

8.2 Correspondence from Alexander Elliott in relation to external Data Protection Services was noted.

8.2.1 The Data Protection Report and recommendations were noted.

9. Any other business:

- RP requested a list of what is being charged per tonne and what we are charging be brought to the next meeting. HF to action.
- PC requested a breakdown of the gross cost per tonne. HF to action.
- PC/RH request a letter be issued to a ratepayer from PSM who had been collecting kerbside recycling and disposing of it at the site to advise that this would be seen as commercial use of the site. HF to action.
- RP requested Stephanie Grey is contacted to ask where the Department sees recycling going due to the drop in market and to ascertain where the Waste Strategy is up to and if it is being implemented. HF to action.

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- SP requested the staff check round the outside of the fence for litter on a regular basis. HF to action.

Meeting closed 20.19

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