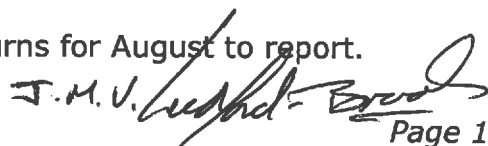


**Minute of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 19th September 2019
At the Southern Civic Amenity Site**

Present	Mr J Ludford- Brooks (Chairman), Mr S Pilling (Vice Chairman), Mr M Cringle, Mr G Egee, Mr A Grace & Ms H Fargher, Clerk
Apologies:	None

1. The Chairman welcomed the Board, noted that there were no apologies and requested declarations of interest, none were made.
2. **2.1** Minutes of the Ordinary Meeting of 15th August 2019.
AG/SP proposed that the Minutes of the Public Meeting held on 15th August 2019 be approved and signed as a correct record. MC & JLB were in favour, GE abstained through absence. Carried.
3. Motions: None
4. Matters Arising from the Minutes:
4.1 The Matters Arising Report was discussed and noted.
5. Finance Matters:
5.1 The Board considered invoices for payment for approval in September. HF advised that invoice 534 is in relation to an annual membership fee. HF to clarify invoice 518.
AG/GE proposed that the invoices are paid. All were in favour. Carried.
5.2 Invoices paid in August were noted.
6. Operational Matters:
6.1 Monthly Tonnage Return – The report for August was discussed and noted.
6.2 There were no EFW returns for August to report.

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6.3 Skip Performance Report – The report was discussed. HF advised the Board that the Health & Safety Enforcement Officer had not been satisfied at the previous reports and had visited the contractor, as a result the site were receiving two wagons each morning.

7. Site Maintenance: None.

8. Public Correspondence:

8.1 Extended opening hours responses – The responses were discussed. **GE/SP proposed to defer the discussion regarding the summer opening hours to January 2020. All were in favour. Carried.**

9. Any other business:

9.1 2019 Meeting dates – The dates were noted. It was agreed to move the December meeting to the 12th.

9.2 Theft of the charity mobile phone bin - HF advised the Board that the site had been entered at night and the charity mobile phone bin had been stolen. The matter was being dealt with by police.

9.3 Climate Change – MC noted that he had attended the climate change meeting and waste was a large topic for consideration.

9.4 Reuse Area – SP advised that he had seen sites running reusable item spaces as shops and would like the Board to consider it's options and bring suggestions back to the next meeting regarding the reuse area.

Meeting closed 19.28

J.M.V. Husband-Brook 17/10/19.