

**Agenda of the Ordinary Meeting of
The Southern Civic Amenity Site Board
To Be Held on Thursday 12th December 2019
At Port Erin Commissioners' Office**

1. Welcome, apologies and declarations:
2. Minutes
 - 2.1 Confirmation of the Minutes of the Ordinary Meeting of 21st November 2019.
3. Motions: None
4. Matters Arising from the Minutes:
 - 4.1 Matters Arising Report
5. Finance Matters:
 - 5.1 Invoices for payment in December for approval
 - 5.2 Invoices paid in November for noting
6. Operational Matters:
 - 6.1 Monthly Tonnage Return to November 2019
 - 6.2 Energy from Waste Plant Returns – None to report
 - 6.3 Skip performance report
7. Site Maintenance: None
8. Public Correspondence: None
9. Any other business:

**Minutes of the Ordinary Meeting of The Southern Civic Amenity Site Board
Thursday 21st November 2019
Port Erin Commissioners' Office**

Present	Mr J Ludford- Brooks (Chairman), Mr S Pilling (Vice Chairman), Mr G Egee, Mr T Chamberlain, Mr J Roberts (Clerk)
Apologies:	Mr M Cringle & Mr A Grace

1. The Chairman welcomed the Board, noted the apologies and requested declarations of interest; none were made.
2. Minutes
 - 2.1 Confirmation of Minutes of the Ordinary Meeting of the Board held on Thursday 17th October 2019

It was resolved that the minutes of the Ordinary Meeting of the Board held on Thursday 17th October 2019 be signed as a true and correct record with the addition of Mr T Chamberlain being present.

Proposed by Mr G B T Egee
Seconded by Mr S Pilling

3. Motions: None

4. Matters Arising from the Minutes:
 - 4.1 Matters Arising Report

It was resolved that the matters arising report be noted and that the Clerk investigates with the Department of Infrastructure to revise the entrance to the site.

Proposed by Mr G B T Egee
Seconded by Mr S Pilling

5. Finance Matters:
 - 5.1 Invoices for payment in November for approval
The Clerk reported that the accounting package had some compatibility issues with the transfer to Port Erin Commissioners, so it had not been possible to create the invoices for payment report for November.

It was resolved that the lack report be noted and that the Clerk explores replacement accounting software.

Proposed by Mr T Chamberlain
Seconded by Mr S Pilling

- 5.2 Invoices paid in October

It was resolved that the invoices paid in October 2019 be noted.

Proposed by Mr G B T Egee
Seconded by Mr S Pilling

6. Operational Matters:
- 6.1 Monthly Tonnage Return to October 2019

It was resolved that the monthly tonnage report to October 2019 be noted.

Proposed by Mr G B T Egee
Seconded by Mr S Pilling

- 6.2 Energy from Waste Plant Returns
There were no EFW returns for October to report.

- 6.3 Skip performance report
The report was discussed. The Clerk advised that the report for October had been 100% collected prior to site opening.

It was resolved that the skip performance report for October 2019 be noted.

Proposed by Mr G B T Egee
Seconded by Mr S Pilling

7. Site Maintenance:
The Clerk reported that Port St Mary Commissioners had cleared the vegetation from around the site.

8. Public Correspondence: None

9. Any other business: None

There being no further business, it was resolved that the meeting move to the Committee Session at 7:28pm.

Proposed by Mr G B T Egee
Seconded by Mr T Chamberlain

**SOUTHERN CIVIC AMENITY SITE BOARD
MATTERS ARISING REPORT**

This report covers matter arising from the previous meeting not covered on the current agenda;

Shredder & Screener

Have met with the prospective purchaser with details to be discussed in the Committee Session.

Administration

Website and social media pages have been updated to reflect change of administration.

Traffic Survey

The traffic survey has been received from the Department of Infrastructure and is appended to this report. (p.6-8)

Gas Cylinders

Have spoken with Manx Gas. Clerk to follow up.

Theft of charity mobile phone bin

Police have reported to site that there is no progress to report

Floodlights

Floodlights have been reconnected and are operational

SOUTHERN CIVIC AMENITY SITE BOARD

INVOICES FOR PAYMENT

SOUTHERN CIVIC AMENITY SITE BOARD
Purchase Invoices to be paid in December 2019

PIN	Date	Invoice No.	Supplier	Description	Net	Vat	Total
546	05/11/2019	Email	Callister Removals	Refund	£27.00	£0.00	£27.00
547	11/11/2019	G19C3680	Colas	Waste Concrete Materials	£136.40	£27.28	£163.68
548	26/10/2019	2158261019	Coil Bros	October milk	£10.80	£0.00	£10.80
549	30/11/2019	2158301119	Coil Bros	November milk	£11.40	£0.00	£11.40
550	28/10/2019	35664	Curtins	Professional services - report on boundary	£750.00	£150.00	£900.00
551	28/11/2019	392975	DOI	Wright's Pit tipping July	£1,391.82	£278.36	£1,670.18
552	10/10/2019	390748	DOI	September EFW Commercial	£6,783.24	£1,356.65	£8,139.89
553	14/10/2019	390812	DOI	September Fridge/TV/PC	£1,016.30	£203.26	£1,219.56
554	14/11/2019	392352	DOI	October EFW Commercial	£6,872.95	£1,374.59	£8,247.54
555	15/11/2019	392364	DOI	October Fridge/TV/PC	£1,195.68	£239.14	£1,434.82
556	01/07/2019	1675	JDW Engineering	New Holland - Oil leak	£45.00	£9.00	£54.00
557	01/11/2019	15659	Manx Environmental Serv	Pest prevention Nov 19 - Jan 20	£95.00	£19.00	£114.00
558	01/11/2019	13127997	Manx Telecom	October calls	£60.87	£12.17	£73.04
559	29/10/2019	U1472000	Manx Utilities	Electricity	£293.97	£14.70	£308.67
560	18/11/2019	U1483827	Manx Utilities	Water	£205.56	£0.00	£205.56
561	25/10/2019	3468	Middle Park Recycling	Skip - September 2019	£2,750.00	£550.00	£3,300.00
562	25/10/2019	3469	Middle Park Recycling	Green waste	£3,432.66	£686.53	£4,119.19
563	06/12/2019	14185	Northern Fuels	Marine Gas Oil	£350.95	£17.55	£368.50
564	01/11/2019	MI/2124130/03	Paytek	Service Charges	£20.00	£4.00	£24.00
565	22/11/2019	SI61674	Port Erin Commissioners	Domain name	£99.60	£19.92	£119.52
566	31/12/2019	3525	PSM Commissioners	Site rent	£4,412.75	£882.55	£5,295.30
567	06/11/2019	52858	Quine & Cubbon	Weighbridge Tickets	£196.98	£39.40	£236.38
568	14/10/2019	288968	Sadler	PB - Work boots	£89.00	£0.00	£89.00

£30,247.93 £5,884.10 £36,132.03

Salaries gross Paid re November
Employers NI Paid re November
Pension Contributions Paid re November
Members Expenses Paid re Meeting

£38,792.70

Public Item 5.2

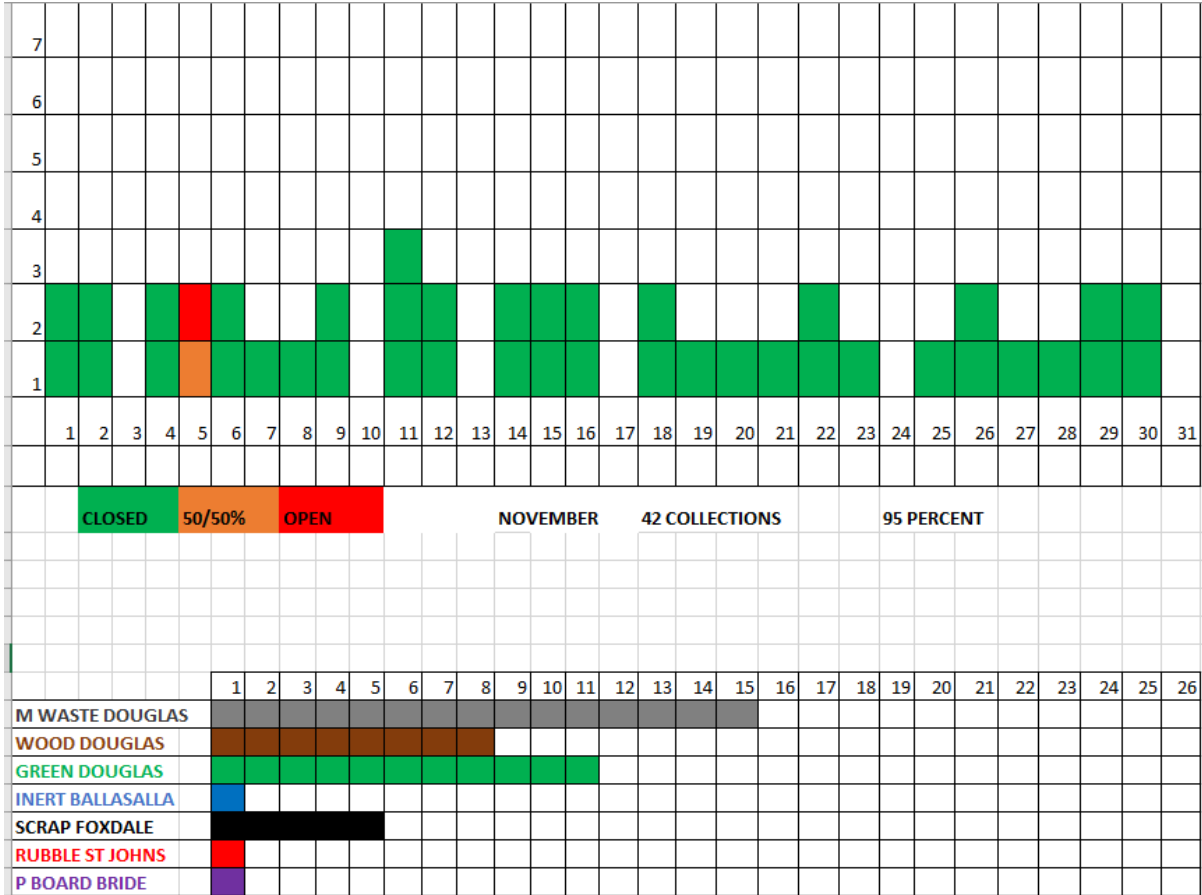
**SOUTHERN CIVIC AMENITY SITE BOARD
INVOICES PAID IN THE PRIOR MONTH**

There were no invoices paid in November 2019.

Civic Amenity Site Returns 2019/2020		April		May		June		July		August		September		October		November		Total	
Number / Tonnage	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units	Tonnes	Units
Construction and Demolition Waste				31.02	15.94	15.94	43.7	14.8	26.4	26.57	13.4	200.83							
Car Batteries (ave 13kg)				0.680	0.790	0.29	0.520		0.600		0.600	3							
Household Batteries				0	0	0			0.23			0.96							
Fluorescent Tubes/Lamps (ave 0.40 kg)				0.000	0.000	0.000	153.000	0.061	0.000	0.000	0.000	0.0612							
Scrap Metal (Mixed)				22.06	20.57	18.24	21.81	21.81	19.55	16.74	19.95	159.19							
Non Ferrous Metal				0	1.54	1.778	1.54	1.778	1.5	1.86	1.28	9.708							
Green Waste				149.55	155.19	155.34	162.86	162.86	151.83	131	72.73	1107.67							
Tetra packs				0.11	0.1	0.1	0.21	0.21	0.3			1.2							
Cardboard												0							
Clothing				1.54	1.58	2.09	2.09	2.13	2.43	2.02	1.92	15.79							
Paper				7.09	5.9	5.43	5.43	6.53	5.17	5.94	5.52	46.83							
Plastic Bottles				1.01	0.75	0.94	0.94	1.09	0.77	1.04	0.49	6.84							
Glass Bottles				11.62	9.73	11.01	12.68	10.74	9.94	10.7	8.93	85.35							
Cans				0.67	0.94	0.73	0.98	0.80	0.64	0.95	0.77	6.48							
Fridges/Freezers (<50kg)				29	1.45	6.00	29.00	1.45	8.00	1.45	21.00	9.4							
Fridges/Freezers large (50-100kg)				16	1.20	11.00	0.83	13.00	0.98	14.00	1.05	1.4							
Fridges/Freezers USA/commercial (100kg+)				1	0.10	0.00	0.10	0.00	0.20	1.00	0.10	1.4							
Televisions (ave 20.KG)				51	1.02	13.00	0.26	0.00	72.00	0.48	43.00	5.62							
PC Monitors (ave 15 kg)				16	0.24	4.00	0.06	0.00	33.00	0.50	13.00	1.695							
Small WEEE												0							
Gas Cylinders (ave 13.6 kg)				17	0.232							0.232							
TOTALS OF RECYCLING (tonnage)				225.407	216.365	247.0042	222.525	222.47	222.47	200.475	131.115	1670.371							
27.01																			
Tonnage				29.04	12.54	30.5	25.74	12.72	12.72	15.8	13.64	153.8							
Inert/Landfill				3.5	4.16	3.89	2.1	4.94	2.34	2.34	23.35								
EFW Plant - Commercial				36.68	28.78	44.24	35.78	35.12	42.14	37.28	290.86								
EFW Plant - wood				55.36	47.68	54.57	55.08	50.58	54.06	53.52	428.25								
Rock Wool and Insulation Waste				8.1		6.74	8.4	7.02	7.02	8.48	38.74								
Plasterboard												0							
TOTALS EFW & INERT				132.68	93.16	139.94	127.1	103.36	121.36	112.92	935								
Litres				1000	1000	1000	1000	1000	1000	1000	1000	3000							
Waste Engine Oil (per litre)												110							
Waste Cooking Oil (per litre)												110							
TOTALS LIQUIDS (per tonne)				1	0	0	1	0	0	0	0	3.11							
TOTAL TONNAGES				359.087	309.525	386.9442	350.625	325.83	321.835	244.035	2608.481								
% Recycling				62.772	69.902	63.835	63.750	68.278	62.291	53.728	64.16								
% Disposal				36.949	30.098	36.165	36.250	31.722	37.709	46.272	35.84								
												100.000							

SOUTHERN CIVIC AMENITY SITE BOARD SKIP PERFORMANCE REPORT

The below sets out the skip collections in November 2019;



There was one 50:50 collection and one collection whilst the site was open. All other collections took place prior to 10am.

Reportable items;

There were no other reportable items.

SOUTHERN CIVIC AMENITY SITE BOARD

MEETING DATES 2019/20

2019/20 Meeting Dates	
Thursday 16 th January 2020	7pm Port Erin Commissioners
Thursday 20 th February 2020	7pm Port Erin Commissioners
Thursday 19 th March 2020	7pm Port Erin Commissioners