

**Agenda of the Ordinary Meeting of
The Southern Civic Amenity Site Board
To Be Held on Thursday 16th January 2020
At Port Erin Commissioners' Office**

1. Welcome, apologies and declarations:

2. Minutes
 - 2.1 Confirmation of the Minutes of the Ordinary Meeting of 12th December 2019.

3. Motions: None

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

5. Finance Matters:
 - 5.1 Invoices for payment in January 2020 for approval
 - 5.2 Invoices paid in December for noting

6. Operational Matters:
 - 6.1 Monthly Tonnage Return to December 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 12th December 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 21st November 2019

It was resolved that the minutes of the Ordinary Meeting of the Board held on Thursday 21st November 2019 be signed as a true and correct record.

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.

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

5. Finance Matters:
 - 5.1 Invoices for payment in November for approval

It was resolved that the invoices for payment be accepted.

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

It was resolved that the Clerk investigates the implementation of a policy for work boots and other personal protective equipment with a limit of £50 per annum for work boots.

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

- 5.2 Invoices paid in October

It was resolved that it be noted that there were no invoices paid in October 2019.

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

6. Operational Matters:
6.1 Monthly Tonnage Return to November 2019

It was resolved that the monthly tonnage report to November 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 November to report.

- 6.3 Skip performance report

It was resolved that the skip performance report for November 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 now cleared vegetation from around the perimeter of the site and that the site staff had commenced maintenance to jet wash the site when time permitted.

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 7:15pm.

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

**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

Discussions are ongoing with the prospective purchaser with details to be discussed in the Committee Session.

Administration

Nothing to report.

Gas Cylinders

There has been no progress with obtaining a cage from Manx Gas, but they have agreed to take orphaned cylinders.

Theft of charity mobile phone bin

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

SOUTHERN CIVIC AMENITY SITE BOARD
INVOICES FOR PAYMENT

SOUTHERN CIVIC AMENITY SITE BOARD

Purchase Invoices to be paid in January 2020

PIN	Date	Invoice No.	Supplier	Description	Net	Vat	Total
569	09/12/2019	G19C4040	Colas	Waste Solis & Stones	£159.20	£31.84	£191.04
570	28/09/2019	43832	Cooil Bros	September Milk	£9.60	£0.00	£9.60
571	28/12/2019	2158281219	Cooil Bros	December Milk	£8.40	£0.00	£8.40
572	16/12/2019	393814	DOI	November Fridge/TV/PC	£1,352.04	£270.41	£1,622.45
573	16/12/2019	393821	DOI	November EFW Commercial	£6,512.80	£1,302.56	£7,815.36
574	24/12/2019	394248	DOI	Wright's Pit tipping October/November	£1,424.92	£284.98	£1,709.90
575	31/10/2019	115558	Go Marketing	Wire Cutters, t/roll	£62.98	£12.59	£75.57
576	12/12/2019	26819	ICR Retail Systems	Box thermal rolls	£5.00	£5.00	£30.00
577	15/10/2019	155370	JDW Engineering	Tilt Ram & seal kit	£153.62	£30.72	£184.34
578	30/11/2019	2061215	J Qualtrough	Safety Boots	£43.00	£0.00	£43.00
579	01/12/2019	13235262	Manx Telecom	Telephone	£60.80	£12.16	£72.96
580	03/12/2019	6657	Metalco	Weld repairs to digger bucket	£23.00	£4.60	£27.60
581	19/12/2019	6665	Metalco	Repairs to fencing	£256.32	£51.26	£307.58
582	25/10/2019	3586	Middle Park Recyclin	Skip - October	£2,750.00	£550.00	£3,300.00
583	21/11/2019	3587	Middle Park Recyclin	Green waste	£2,388.76	£477.75	£2,866.51
584	16/11/2019	3698	Middle Park Recyclin	Skip - November	£2,750.00	£550.00	£3,300.00
585	16/12/2019	3699	Middle Park Recyclin	Green waste	£1,316.92	£263.38	£1,580.30
586	01/12/2019	11473	ORB Ltd	November	£40.00	£8.00	£48.00
587	01/01/2020	11658	ORB Ltd	December	£40.00	£8.00	£48.00
588	07/11/2019	290663	Sadler	Safety Boots	£120.00	£24.00	£144.00
589	18/12/2019	900808	SMP	Financial Statements	£675.00	£135.00	£810.00
					£20,172.36	£4,022.25	£24,194.61

Salaries gross	Paid re December	£6,433.90
Employers NI	Paid re December	£449.35
Pension Contribution	Paid re December	£580.04

£27,635.65

SOUTHERN CIVIC AMENITY SITE BOARD

MEETING DATES 2019/20

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

The Clerk has previously booked annual leave 17 to 21 February 2020, so the scheduled meeting will be covered by Mr Adrian Renshaw, Finance Officer.

Should the Board wish to have the Clerk in attendance, this meeting can be rescheduled for Thursday 27th February 2020.