

**Minutes of the Ordinary Meeting of
The Southern Civic Amenity Site Board
Held on Thursday 17th October 2019
At Port St Mary Town Hall**

Present	Mr J Ludford- Brooks (Chairman), Mr S Pilling (Vice Chairman), Mr G Egee, Mr A Grace, Ms H Fargher (Clerk), Mr J Roberts (Clerk, Port Erin Commissioners) & Mr A Renshaw (Finance Officer, Port Erin Commissioners)
Apologies:	Mr M Cringle

1. The Chairman welcomed the Board and additional attendees, noted the apology and requested declarations of interest, none were made.
2. **2.1** Minutes of the Ordinary Meeting of 19th September 2019.
GE/SP proposed that the Minutes of the Public Meeting held on 19th September 2019 be approved and signed as a correct record. All were in favour. 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 October. AG raised concern regarding high amounts for the disposal of green waste.
AG/GE proposed that the invoices are paid. All were in favour. Carried.
5.2 Invoices paid in September were noted.
5.3 Signing of the Annual Financial Statements – **SP/GE proposed that the Financial Statement for the year ended 31st March 2019 be accepted and signed by the relevant members. All were in favour. Carried.**

5.4 Signing of the new Bank Mandate – **GE/SP proposed that the bank mandate be amended to remove the one signature up to £500 rule and to clarify that signatories should be the Clerk plus one of two elected members (Chair and Vice Chair). All were in favour. Carried.**

GE/SP proposed the approval of the resolution for the debit card. All were in favour. Carried.

6. Operational Matters:

6.1 Monthly Tonnage Return – The report for September was discussed and noted.

6.2 There were no EFW returns for September to report.

6.3 Skip Performance Report – The report was discussed. HF advised that the report for October to date had been 100% collected prior to opening.

6.4 Reuse area suggestions – Item moved to the Private Agenda.

7. Site Maintenance:

7.1 JLB requested the area around the site is cleared by PSMC.

8. Public Correspondence: None

9. Any other business:

9.1 2019 Meeting dates – The dates were noted. AG gave his apologies in advance for the December meeting.

9.2 Website - SP requested website details are updated. JR advised that this was intended and had already been looked at by PEC. JR also requested permission from the Board to post public reports from the Agenda to the website.

Meeting closed 19.22