

## Northern Districts Civic Amenity Site Joint Committee

Meeting held at Ramsey Town Hall at 7:30pm on Tuesday 27<sup>th</sup> June 2017

Present : Mr K Brew, Deputy Chairman (Lezayre), Mrs M Hodgkinson (Bride), T Bampton (Jurby), Mr E Corkish (Ramsey), Mr J Quayle (Garff).

In attendance : The following Clerks and Officers attended the meeting :  
Mrs L Sims (Bride), Mrs M Rimmer (Lezayre), Mr JJ Quayle (Andreas, Ballaugh & Jurby), Mr M Royle (Garff), Mr NQ Cannell (Ramsey).

### Apologies for absence :

Mr J Allison (Andreas), Mr J Fenton (Ballaugh).

### Adoption of previous meeting minutes :

**It was resolved** that the minutes from the previous meeting of 9<sup>th</sup> May 2017 (as circulated in advance of the meeting) be confirmed and signed by the Deputy Chairman.

### Matters arising :

The Deputy Chairman invited Committee Members and Clerks to indicate if there were any matters arising but not included in the Agenda which they wished to bring to the Committee's attention.

Mr Cannell raised the position re the quotes for the Plant & Machinery servicing and maintenance and the fact that further detail was to be sought – this had not been done but would further detail would be obtained for the next meeting.

### Legal standing of the Joint Committee :

Mr Cannell advised the Committee on the progress made since the previous meeting in relation to both the legal and practical aspects of the site. The following is the position :

1. The Local Government Unit (LGU) & Legislation arm of DOI had granted its consent for the Northern Local Authorities of Andreas, Ballaugh, Bride, Garff, Jurby, Lezayre and Ramsey to form a Joint Committee thereby enabling them to discharge their obligations and operate the Civic Amenity Site jointly.
2. A lease had been received and signed by the Chairman of Ramsey Town Commissioners (RTC).

As consent to form the Joint Committee had been received Mr Cannell circulated the Parish agreement for signing by the elected member of each Parish with any absentees to sign as soon as possible thereafter.

It was noted that at previous meetings officers from the DOI had indicated that media coverage of the transfer to the Joint Committee may be requested. To date no request had been made.

3. A draft waste disposal licence had been received but needed some small amendments. The following points were raised re the draft licence:
  - Vehicle tyres would not be accepted at the site. It was thought this may encourage fly-tipping and the potential for having a policy to charge for the disposal of tyres was discussed. Mr Cannell believed it to be Government policy not to accept tyres at any site but agreed to check the position.  
In the meantime the situation would be monitored.
  - Opening hours. Could these be altered? Mr Cannell advised that the hours were originally set in the original planning of the site. The Committee could reduce the opening hours but to extend the hours would require a request to planning.

### Finance report :

The Income & Expenditure account and Balance Sheet which had been circulated in advance of the meeting were discussed. The following were noted:

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- Accruals had been made for certain items where invoices had been received after 31<sup>st</sup> May 2017 but related to the April / May period.
- The year-to-date figures indicated that we were roughly on budget.

Other items discussed were:

- Use of Debit cards only for disposal charges of fridges, TV's etc. It was agreed that cash should not be received on-site. An alternative could be for the site staff to refer the customer to the Town Hall where they could pay in cash, receive a receipt and then visit the site to dispose of the item.
- The fact that some of the contract details with the skip haulier needed clarification. Mr Cannell was due to meet with Island Drainage & Groundwork Ltd. to sort the position.
- No invoice had been received re the purchase of the plant & machinery.

Staffing :

Mr Cannell advised the Committee that the application for the posts had closed and provided a summary of the application numbers. The selection process and interviews would commence shortly.

### Chief Technical Officer report :

Re-fuelling :

Mr Cannell circulated a quote from CE Richmond Ltd. to supply, deliver and set up a re-fuelling station on site. It was noted that a planning application would have to be made and that it was on-going.

**It was proposed and resolved** that RTC seek 2 further quotes and provide an estimate for the preparation of the proposed siting of the tank by RTC staff. In the meantime continue to arrange a top-up service.

Plant servicing & maintenance :

Mr Cannell circulated documentation from Brew & Corkill Ltd. relating to an existing contract for quarterly maintenance visits re the site alarms and emergency lighting. The contract was presently with DOI and ceased on 31<sup>st</sup> August 2017. A new 2017-18 contract would be the present [REDACTED]

**It was resolved** to continue with the contract to its conclusion and in the meantime obtain other quotes.

Waste disposal :

Mr Cannell advised the Committee that the present site operatives had indicated that better separation of certain waste may be beneficial. Examples included better separation of rubble in order to reduce the disposal charges incurred and also setting up a skip specific for cardboard which does have a monetary value.

**It was resolved** to wait until the staffing positions are finalised and then discuss ideas and potential improvements on the site.

### Any Other Business :

1. Date of next meeting was agreed as 7pm on 25<sup>th</sup> July 2017 at Ramsey Town Hall.

The meeting ended at 8:45pm

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Chairman

25<sup>th</sup> July 2017